

**BY-LAWS
UNITY OF APPLETON**

TABLE OF CONTENTS

Article I – Identification

- Section 1.01 Statement of Purpose pg. 2
- Section 1.02 Association of Unity Churches Membership and Responsibilities pg. 2

Article II – Office and Official Records

- Section 2.01 Principal Office pg. 2
- Section 2.02 Official Records pg. 2

Article III – Membership

- Section 3.01 Qualifications pg. 3
- Section 3.02 Election of Members pg. 3
- Section 3.03 Terms of Membership pg. 3
- Section 3.04 Powers of Active Members pg. 4
- Section 3.05 Meetings and Quorum pg. 5

Article IV – Government

- Section 4.01 Administration pg. 6
- Section 4.02 Minister(s) pg. 6
- Section 4.03 Board of Trustees – Members pg. 7
- Section 4.04 Board of Trustees – Election pg. 8
- Section 4.05 Board of Trustees – Vacancy and Replacement pg. 9
- Section 4.06 Board of Trustees – Meetings and Quorum pg. 10
- Section 4.07 Board of Trustees – Officers pg. 11

Article V – Ministry Teams

- Section 5.01 Formation pg. 11

Article VI – Dissolution

- Section 6.02 Dissolution pg. 12

Article VII – Meeting Procedures

- Section 7.01 Rules of Order pg. 12

Article VIII – Bylaws Amendments

- Section 8.01 Procedure pg. 12

Addendum

- Definition of Terms pg. 13

ARTICLE I

Identification

Section 1.01 Statement of Purpose. The purpose of Unity of Appleton, a Wisconsin corporation, is to teach the universal principles of Truth, as taught and demonstrated by Jesus Christ and interpreted by Unity and the Association of Unity Churches, a nonprofit corporation organized and existing under the laws of the State of Georgia with headquarters at Lee's Summit, Missouri, hereinafter referred to as the Association.

In the accomplishment of this purpose, Unity of Appleton shall endeavor to conduct services of worship and classes of instruction and to demonstrate the principles of Truth by using them in the operation of the ministry and to adopt other means that in the judgment of the minister will further the principles of practical Christianity among people everywhere.

Section 1.02 Association of Unity Churches Membership and Responsibilities. Unity of Appleton is a member of the Association of Unity Churches. The operation and conduct of this ministry shall comply with the regulations and policies of the Association as outlined in the Association By-Laws, insofar as they do not conflict with the laws of the State of Wisconsin.

- (a) **Leadership.** This member ministry will have as its leader an ordained or licensed Unity minister(s) approved for ministry employment or a person serving under special dispensation approved by the Association.

For the purpose of these Bylaws, the term “minister” will include a person serving under special dispensation of the Association.

- (b) **Teaching.** The Principles of practical Christianity shall be taught through this ministry using methods, textbooks, literature, and other materials approved by the Association.
- (c) **Reports.** The minister who is designated Administrative Director will make annual reports to the Association on forms supplied by the Association.

ARTICLE II

Office and Official Records

Section 2.01 Principal Office. The principal executive office of the corporation shall be fixed by the Board of Trustees. Said office shall be in the County of Outagamie, State of Wisconsin, or at such other place within the State of Wisconsin as the Board of Trustees hereafter shall designate. The Corporation may also have offices at such other place or places, as the Board of Trustees may from time to time designate.

Section 2.02 Official Records. Records of membership, finances, donations, corporate minutes, etc. will be maintained at the principal office of the corporation. Official church documents are to be available to church officers and the senior minister and/or co-minister(s) at all times.

ARTICLE III

Membership

Section 3.01 Qualifications. A member of Unity of Appleton shall endeavor to live in accord with the Jesus Christ principles of love and truth as taught by Unity. He/she shall further the work of this ministry through his/her active interest, love, and support.

Section 3.02 Application for Membership. Anyone desiring membership in Unity of Appleton shall file an application for membership with the ministry office. Prospective members will participate in membership classes and be formally welcomed into the community at a subsequent Sunday service. All staff ministers and licensed Unity teachers are considered members of this ministry.

Section 3.03 Terms of Membership.

(a) Active Member.

- (1) **New Members.** After becoming a member, as outlined in Section 3.02, the member shall have voting rights at all membership meetings, up through and including the next regularly scheduled annual membership meeting after joining the church.
- (2) **Existing Members.** To retain active membership rights, each member must indicate his/her desire to remain a member by completing and returning to the church, either in person or by mail, a yearly membership renewal card or such other document as approved by the Board of Trustees. If no current membership renewal card or approved document is on file prior to the annual membership meeting, that person becomes inactive and cannot serve on the Board of Trustees or vote at any membership meeting.

(b) Reinstatement of Inactive Membership. After becoming inactive:

- (1) Within the first two years, one may regain membership by signing a document or letter of intention no later than six (6) weeks before a membership meeting indicating his/her intention to re-engage in membership activities. One must then fill out a yearly membership renewal card.
- (2) After two years, one must reapply for active membership in accordance with Section 3.02.

(c) Removal of Membership.

- (1) **For Inactive Members.** After two years of inactivity, a person is removed from membership.
- (2) **For cause.** Removal from membership of a person whose qualifications are in question requires at least a two-third (2/3) affirmative vote of the Board of Trustees, including agreement by the minister(s). Prior to action concerning removal, the person must be notified by certified mail and be given an opportunity for a hearing before the board.

Section 3.04 Powers of Active Members. Active members of Unity of Appleton shall have the power to do the following:

- (a) Vote at any membership meeting, at which the member is present, called in accordance with Section 3.05.
- (b) Elect members to the Board of Trustees as specified in Section 4.04.
- (c) Ratify the By-Laws of this ministry or any amendments thereto as specified in Section 8.01.
- (d) Vote on any expenditure that exceeds twenty-five thousand dollars (\$25,000) in value. A seventy-five percent (75%) affirmative vote of those present and voting is required for approval. Refer to Section 4.03 (c) (7).
- (e) Elect a member, and an alternate, to serve on the Nominating Ministry Team as specified in Section 4.04 (b).
- (f) Call a special membership meeting when the affairs of this ministry warrant such action. Refer to Section 3.05 (b).
- (g) Vote to override any action of the Board of Trustees. This vote must be taken at a duly constituted membership meeting. [See 3.05 (a) and (b).] Notice of the issue to be voted on must be submitted to the membership in writing ten (10) days prior to the meeting. Seventy-five percent (75%) of those present and voting have the authority for determination.
- (h) Vote for the removal of any Trustee from an office in accordance with Section 4.05 (a). A 2/3 affirmative vote of those present and voting is required.
- (i) Vote on any matters officially brought to the attention of the membership.
- (j) Offer suggestions to the minister(s) or Board of Trustees as may seem advisable for the good of this ministry.
- (k) Any ten (10) active members may request Peacekeeping assistance by notifying the President of the Association in writing with copies to the Board of Trustees and minister(s). Upon receipt of a request for assistance from ten (10) or more active members to the President or designee of the Association, said person will confer with the minister(s) and/or regional representative to evaluate whether further action is required.

Section 3.05 Meetings and Quorum.

(a) **Annual Membership Meeting.** The annual membership meeting of Unity of Appleton shall be held at its official headquarters on a Sunday no later than the second Sunday of February, date and time of day to be designated by the minister(s) and Board of Trustees.

(b) **Special Membership Meetings.** Any time the affairs of this ministry warrant a special meeting may be called by:

- (1) the senior minister or co-ministers,
- (2) a majority of the Trustees of the Board,
- (3) submitting a petition having been signed by ten percent (10%) of the active membership; a written request must be submitted to the Board who shall, within a reasonable length of time, call the meeting on behalf of the requesting party.

The purpose(s) for the special meeting shall be stated both in the written request and the written notice to the membership. In the case of a Special Membership Meeting called by written petition, the written notice of the meeting to the membership will faithfully reflect (restate, reproduce) the purpose(s) for the special meeting stated in the petition. Business conducted at the special meeting shall be limited to the pre-stated purpose(s).

(c) **Written Notice.** Written notice stating the date, time, and place shall be distributed in church, mailed or emailed to all active members at least ten (10) days before any membership meeting. (Note, there are several references in the bylaws to providing written notice; this amendment would be applied to all occurrences.)

(d) **Quorum.** Those active members present and voting at a membership meeting called pursuant to the notice provisions of Section 3.05 (c) shall constitute a quorum for the transaction of business at any membership meeting.

(e) **Participation.** Participation in the business affairs of any membership meeting shall be restricted to active members in attendance. Participation of other persons in discussion of business must be approved by a two-thirds (2/3) majority vote of the active members in attendance. Association representatives have a right to participate in discussion when they have been invited by the minister(s), the Board, or the membership.

(f) **Voting.** Unless otherwise provided herein, the vote of a majority of the active members present and voting or by absentee ballot shall be necessary for approval or disapproval of the action being voted upon. Refer to Section 3.04 (d) and (g), and Section 8.01. Active members unable to be present at any membership meeting may vote by authorized absentee ballot. Absentee ballots must be returned prior to the meeting. Proxy votes are not allowed.

(g) **Prayer.** In any membership meeting, the chair, the minister(s), an Association of Unity Churches Peacekeeping Representative, or any member, may request that action on an item of business be suspended while the membership enters into a time of prayer on the issue. Upon such request the chair shall provide a period of prayer and silence.

ARTICLE IV

Government

Section 4.01 Administration. The government of Unity of Appleton shall be vested in the minister(s), as the Administrative Director(s), and the Board of Trustees elected from membership.

Section 4.02 Minister(s).

(a) Senior Minister(s) or Co-ministers

- (1) **Duties.** As the spiritual leader(s), the minister(s) shall be responsible for the scheduling, conduct, and content of services, classes, and all other activities that further the purpose of this ministry as specified in Section 1.01. As administrative director(s), the minister(s) shall be:
 - (a) Responsible for the complete functioning of this ministry, including the hiring and termination of all employees.
 - (b) A voting member(s) of the Board of Trustees on all matters except own employment, or that of successor(s).
 - (c) Responsible for appointing ministry teams in accordance with Section 5.01.
 - (d) A member of all ministry teams. Refer to Section 5.01.
 - (e) Responsible for seeking Association's assistance in the event of a dispute adversely affecting the ministry.
 - (2) **Vacancy.** The position of a minister may be vacated by any of the following actions:
 - (a) Resignation, or
 - (b) After complying with Section 4.03 (e), the minister may be removed because of failure to fulfill the duties of the position as specified in Section 4.02 (a).
 - (3) **Compensation.** The compensation of the minister(s) shall be fixed by agreement between the minister(s) and the Board of Trustees.
- (b) **Associate and/or Assistant Ministers.** Associate and/or Assistant Minister(s) shall be duly licensed or ordained Unity minister(s) who function(s) with less responsibility than the Senior Minister(s) or Co-ministers who determine(s) the scope of their responsibilities.
- (1) **Duties.** The Associate and/or Assistant Minister(s) will perform the duties and fulfill the responsibilities assigned them by the Senior or Co-Minister(s).
 - (2) **Compensation.** The compensation of the Associate and/or Assistant Minister(s) shall be fixed by agreement of these minister(s) and the Senior or Co-Minister(s), as ratified by the Board of Trustees.

Section 4.03 Board of Trustees – Members.

- (a) The Board of Trustees shall be composed of the minister(s) and no more than six (6) and no fewer than four (4) other trustees elected from among the active membership of Unity of Appleton. Each elected Trustee shall hold office for three (3) years, or until a successor is duly elected. The terms of two elected Trustees shall expire annually and their offices shall be filled at the annual membership meeting in accordance with Section 4.04. The terms of new Trustee positions shall be established by the Board so that a balanced number of Trustee positions are elected each year. No elected Trustee shall serve more than two (2) consecutive terms of three (3) years each without an interval of one (1) year between terms. In a year when fewer than six trustees are elected at the annual meeting, the elected slate will be sufficient for that year; elections to fill remaining vacant seats will not be held until the next annual meeting, unless the total number of elected trustees drops to less than four (4).

The following are prohibited from serving on the Board of Trustees:

- Any active Licensed Unity Teacher.
 - Relatives or significant others, or household members of another Board member, or Licensed Unity Teacher.
 - Individuals receiving compensation from the ministry [with the exception of the minister.]
 - Relatives or significant others, or household members of an individual receiving compensation from the ministry.
- (b) **Prayer.** It is important that in addition to adhering to the normal procedures for legal functioning set forth in these By-Laws, that the spiritual principles taught by Unity be utilized in the handling of decisions before the Board of Trustees.

During the discussion of an item of business, any Trustee may request time for prayer about the issue. Upon request the President shall provide a period of prayer and silence.

- (c) **Duties.** As representatives of the membership, the Board of Trustees shall:
- (1) Uphold the spiritual purpose of this ministry as stated in Section 1.01.
 - (2) Uphold the highest interest of the membership in conducting the business of this ministry.
 - (3) Be conversant with these By-Laws, and establish policy for the operation of the church.
 - (4) Be faithful in attendance at services, Board and membership meetings of this ministry.
 - (5) Make determination of the business needs of this ministry and authorize payment of monies for those purposes.
 - (6) Administer the property of this ministry, both real and personal.
 - (7) Make determinations on the sale, pledge, or proposed financing of real or personal property belonging to this ministry. All decisions in favor of the sale, pledge, or proposed financing of real property exceeding twenty-five thousand dollars (\$25,000) in value shall be presented to the membership at a properly constituted membership meeting to be voted on in accordance with Section 3.04(d).

- (8) As recommended by the minister(s), authorize the employment of all staff personnel of this ministry and set and approve their salaries. See Section 4.02(a).
 - (9) Set dates for the fiscal year.
 - (10) Each year cause to be prepared a complete financial statement with disclosures which will set forth the fiscal conditions and operations of the ministry.
 - (11) When deemed advisable, secure a fidelity bond for persons handling church monies.
 - (12) Send or cause to be sent yearly membership renewal cards to all active and inactive members in accordance with Section 3.03 (a).
 - (13) Act to fill the unexpired term of any Trustee in accordance with Section 4.05(b).
 - (14) Elect officers of the Board, and their successors to fill any unexpired term when necessary. See Section 4.07.
 - (15) Ratify ministry teams and their chairpersons as appointed by the President of the Board or the minister. See Section 5.01.
 - (16) Seek Association assistance in the event of a dispute adversely affecting the ministry.
 - (17) Attend and actively participate in ongoing Board Education Programs.
 - (18) Consider other duties brought to their attention by the minister and other Trustees.
 - (19) Keep or cause to be kept an accurate record of membership.
 - (20) Keep or cause to be kept accurate records of gifts to the ministry in compliance with Internal Revenue Service regulations; and acknowledge in writing contributions in compliance with Internal Revenue Service regulations.
 - (21) Secure liability insurance for all Board of Trustee members and minister(s).
 - (22) Be faithful in attendance at services, **Board meetings, retreats**, and membership meetings of this ministry.
- (d) **Employment of Minister(s).** It is the responsibility of the Board of Trustees to employ a licensed or ordained Unity minister(s) for the church through cooperation with the employment management procedures of the Association of Unity Churches.
- (e) **Termination of Employment of Minister(s).** After a ministry and its senior minister or co-ministers have cooperated with the Peacekeeping procedures of the Association, a two-thirds (2/3) majority vote of the Board of Trustees is required to terminate the employment of a senior minister or co-ministers.

Section 4.04 Board of Trustees – Election.

- (a) **Qualifications.** Any person elected to the Board of Trustees must be an active member of Unity of Appleton. He/she shall be a person who:
- (1) Desires to serve on the Board.
 - (2) Endeavors to live in accord with the Jesus Christ principles of love and truth as taught by Unity.
 - (3) Furthers the work of this ministry through his/her active interest, love, and support.
 - (4) Is a sincere and continuing student of Unity, conversant with its teachings.
 - (5) Has demonstrated leadership capabilities.

- (b) **Nominating Ministry Team.** A Nominating Ministry Team shall be formed at least three (3) months prior to the annual membership meeting. The Ministry Team shall consist of the senior minister or co-ministers and two (2) active members selected in the following manner:
- (1) At a membership meeting, the membership shall elect one of its active members, and an alternate who will serve as a member upon the resignation of the elected member, to serve on the Nominating Ministry Team for the next year's election.
 - (2) The Board shall elect one of its Trustees.
 - (3) In the event of an interim Board, the Nominating Ministry Team shall complete its selection process within thirty (30) days from the establishment of the interim Board.
- (c) **Nominating Procedure.** As the presiding officer of the annual membership meeting, the President shall:
- (1) Nominating Ministry Team will seek at least one qualified candidate for each position to be elected.
 - (2) Nominations and self-nominations also will be received by the Nominating Ministry Team up to 21 days prior to the annual meeting.
 - (3) All nominees will be required to complete the nomination application at least 14 days prior to the annual meeting.
 - (4) All nominees, no matter how nominated, must qualify in accordance with paragraph (a) of this Section.
- (d) **Election.** Written ballots are required if there are any partial terms to be filled or if there are more than two nominees. The two nominees receiving the largest number of votes will be elected to full three (3) year terms. The candidate receiving the next highest number of votes will be elected to the longest un-expired term, etc. All persons elected in such a manner will be considered to be fulfilling a term of office. If the number of nominees is equal to or less than the number of openings on the Board of Trustees, the presiding officer may entertain a motion to cast a unanimous oral ballot. If the motion carries, written ballots are not required and the Board of Trustees will determine which member will fill each unexpired term. Written ballots are required upon the failure of the motion. In the event that all candidates receive an equal number of votes the newly constituted Board will decide who fills each term.

Section 4.05 Board of Trustees – Vacancy and Replacement.

- (a) **Vacancy.** The office of a Trustee may be vacated by any of the following means:
- (1) The resignation of the Trustee.
 - (2) If resignations on the board have brought the number of trustees to less than a quorum, a Nominating Ministry Team will submit a slate of qualified nominees to the membership to fill the vacancies.
 - (3) The Board voting for the removal of a Trustee due to absences from three successive regular Board meetings. Absences may be excused by the Board upon written request.
 - (4) The Board voting for the removal of a Trustee because of a failure to fulfill the duties of the office as specified in Section 4.03 ©.

- (5) The active membership voting for removal of a Trustee because of failure to fulfill the duties of the office as specified in Section 4.03 ©. See Section 3.04 (h).
 - (6) If more than fifty-percent (50%) of the Board of Trustees is to be recalled, the entire Board of Trustees must be recalled. Refer to Section 3.04 (h).
 - (7) If the entire Board of Trustees is recalled by the membership, then the membership may re-elect recalled trustees. The number re-elected must be less than fifty-percent (50%) of the recalled trustees.
- (b) **Replacement.** Should a vacancy occur on the Board of Trustees, the Board shall proceed to fill the vacancy by ballot at its next regular meeting. In case of emergency, a special meeting may be called. Only persons meeting the qualifications specified in Section 4.04 (a) may be considered as replacements. No replacement shall have served as a Trustee during the year prior to their election. A majority vote of those present and voting shall be necessary to elect. The term will expire on the day of the next annual meeting. A person elected in this manner is not considered to have served a complete term.
- (c) **Interim Board.** If the entire Board of Trustees has been recalled, or a quorum does not exist, the active church membership may choose to elect an interim board whose term of office will not exceed sixty (60) days. By the end of sixty (60) days a permanent board must be elected.

Section 4.06 Board of Trustees – Meetings and Quorum.

- (a) **Regular Board Meetings.** The regular business meetings of the Board of Trustees shall be held at the headquarters of this ministry monthly, unless otherwise specified by the Board.
- (b) **Special Board Meetings.** Special meetings of the Board shall be called by the President under any of the following conditions:
- (1) By request of the senior minister or co-ministers.
 - (2) By request of two (2) or more Trustees
 - (3) As the President deems it necessary

Reasonable effort must be made to notify all Trustees of any special meeting.

- (c) **Quorum.** A majority of the Trustees shall constitute a quorum for the transaction of business.
- (d) **Minister(s) Attendance.** The minister(s) has/have the right to attend all Board meetings, with the exception of those meetings or portions thereof that pertain to determinations of the minister's salary and/or review of work record. Each minister must be notified of all special meetings.

Section 4.07 Board of Trustees – Officers. Officers of the Board of Trustees shall consist of a President, Vice-President, Secretary, and Treasurer. All officers shall be selected in a manner decided by the Board, at the first Board meeting after the annual meeting or at a special

meeting called for the purpose of selecting officers. Officers shall hold their respective offices for one year or until their successors are duly elected or qualified.

(a) **President.** The President shall:

- (1) Preside at all Board of Trustees meetings.
- (2) Preside at all membership meetings.
- (3) Appoint ministry teams in accordance with Section 5.01.
- (4) Sign such papers and documents, upon proper authorization, as may be necessary.

(b) **Vice-President.** The Vice-President shall:

- (1) Perform all the duties of the President in the absence of the President.
- (2) Become President in case the office of the presidency becomes vacant. In such a case, a new Vice-President shall be elected from among the remaining Trustees to fill the remainder of the term.

(c) **Secretary.**

- (1) Keep, or cause to be kept, an accurate record of the minutes of all Board and membership meetings.
- (2) All reports, contracts, other legal papers and minutes shall be kept in the ministry office at all times.
- (3) Keep or cause to be kept accurate active and inactive membership lists.
- (4) Send or cause to be sent yearly membership renewal cards to all active or inactive members.

(d) **Treasurer.** The Treasurer shall:

- (1) Be custodian of the funds of this ministry. He/she shall pay out or cause to be paid out, funds authorized by the Board. Refer to Section 4.03 ©.
- (2) Keep, or cause to be kept, a record of all financial transactions, and submit a monthly financial report at each regular Board meeting.
- (3) Submit a financial report, covering the last complete fiscal period, at the annual membership meeting.
- (4) Count, or cause to be counted by the appointment of qualified persons, all funds received, and be responsible for their deposit.
- (5) Place, or cause to be placed, the funds of this ministry in the bank or other depository approved by the Board.
- (6) Participate on any ministry team(s) dealing with church finances.

ARTICLE V

Ministry Teams

Section 5.01 Formation. Ministry teams for any specific purpose, with the exception of the Nominating Ministry Team, will be appointed by the President of the Board or the minister. Ratification by the board is required. The Board shall review the role, authority, and membership of ministry teams at least annually.

ARTICLE VI

Dissolution

Section 6.01 Dissolution. Should this corporation dissolve:

- (a) all property and funds remaining after the payment of the debts of the corporation shall be delivered to the Association of Unity Churches, a nonprofit corporation organized under the laws of the State of Georgia, for religious and educational purposes.
- (b) such funds or property shall be for the use and benefit of the Association as may be determined by the Board of Trustees of the Association, in alignment with current policies and procedures.
- (c) the Association shall make available according to its current policies and procedures, funds for the re-establishment of a Unity ministry in Appleton.
- (d) should the Association no longer exist, any assets remaining of this corporation after dissolution shall be disposed of by a Court of Competent jurisdiction of the County in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for purposes set out in Section 5.01 (3) of the Internal Revenue Code of 1954.

ARTICLE VII

Meeting Procedures

Section 7.01 Rules of Order. The latest edition of Roberts Rules of Order shall be the authority of this ministry on parliamentary law and its usage, unless otherwise decided by the Board.

ARTICLE VIII

By-Laws Amendments

Section 8.01 Procedure. Amendments to these By-Laws must be made by voting members of this corporation at a legally constituted membership meeting. Written notice setting forth the proposed amendments must be mailed to all active members at least ten (10) days prior to the required membership meeting. An affirmative vote of seventy-five percent (75%) of all active members present and voting shall be necessary to pass any amendment to these By-Laws. These By-Laws fully supersede all previous By-Laws adopted by Unity of Appleton.

**UNITY OF APPLETON
APPLETON, WISCONSIN**

Revised November 5, 2006
Revised February 9, 2012
Revised February 10, 2013
Revised July 27, 2017

ADDENDUM

Definition of Terms:

A Unity Ministry

A member ministry in the Association of Unity Churches recognized by the Association will have a duly ordained or licensed Unity minister, or a person serving under special dispensation as its Spiritual Leader. (For additional criteria, contact the Association of Unity Churches office.)

Senior Minister

A Unity minister duly ordained, licensed, or serving under special dispensation by the Association of Unity Churches (or Unity School of Christianity prior to July 1, 1966) who assumes the spiritual and administrative leadership role in a member ministry. This leader works in conjunction with the Board of Trustees of the member ministry and is to oversee the teaching, preaching (lesson), worship services, healing, counseling, prayer, administrative, and fellowship activities of the ministry.

Co-Minister

In shared partnership ministries, a Unity minister duly ordained or licensed by the Association of Unity Churches (or Unity School of Christianity prior to July 1, 1966), who equally assumes the spiritual and administrative leadership role with another co-minister in a member ministry. These leaders work in conjunction with the Board of Trustees of the member ministry and oversee the teaching, preaching (lesson), worship services, healing, counseling, prayer, administrative, and fellowship activities of the ministry.

Associate Minister

In ministries with more than one minister, a Unity minister duly ordained or licensed by the Association of Unity Churches (or Unity School of Christianity prior to July 1, 1966) who serves in a member ministry. The Associate Minister may be equal in ability, but functions with less responsibility than the Senior Minister. The Associate Minister reports to the Senior Minister, who determines the scope of the associate's responsibilities.

Assistant Minister

In ministries with more than one minister, a Unity minister duly ordained or licensed by the Association of Unity Churches (or Unity School of Christianity prior to July 1, 1966) who serves in a member ministry. The skills and/or experience of the Assistant Minister may be less than those of the Senior Minister. The assistant may be placed in a specialized service area of the ministry, e.g., pastoral visitation or administrative support. The skills of the assistant are, therefore, allowed to develop, thus creating a more comprehensive range of service for the assistant and the ministry.

Compensation

Wages or salary paid to an employee of the ministry.

Trustee

An elected member of the Board of Trustees.