

# **Constitution**

## **of the Unitarian Church of Vancouver**

### **Article I - Name**

The name of the Society is The Unitarian Church of Vancouver and is hereafter referred to as the "Church".

### **Article II - Purposes**

The Church exists for the following religious, educational, ethical and charitable purposes:

1. To create a caring community of seekers after truth;
2. To provide a place for exploration of personal religious beliefs;
3. To share the joys and sorrows of life's passages; to celebrate and grieve together;
4. To educate children and adults in the Unitarian heritage and values;
5. To challenge, stimulate and encourage each other's ethical and religious growth;
6. To act upon Unitarian values in reaching out to a wider world;
7. To support the extension of liberal religion in society.

### **Article III - Location**

The operations of the Church are to be chiefly carried on in the City of Vancouver, British Columbia and its vicinity. This provision may be altered.

# **Bylaws**

## **of the Unitarian Church of Vancouver**

### **PART 1 INTERPRETATION**

1. In these Bylaws, unless the context otherwise requires,
  - a) "the Board" means the Board of Trustees of the Society for the time being;
  - b) "the Church" means The Unitarian Church of Vancouver, B.C., and,
  - c) "registered address" of a member means the address as recorded in the Church record of addresses.
2. Words imparting the singular include the plural and vice versa.

### **PART 2 MEMBERSHIP**

3. The Church shall consist of
  - a) all persons who are members at the time these By-laws become effective;
  - b) all other persons at least sixteen (16) years of age who make known their sympathy with the purposes of the Church by undertaking a course of membership information meetings or an acceptable alternative and by signing the Membership Book of the Church in the presence of a Minister of the Church or a member of the Board.
4.
  - a) The Membership Book may be signed at meetings convened and publicly announced for this purpose.
  - b) Any person in sympathy with the purposes of the Church who is unable to sign the Membership Book in person may become a member or associate member of the Church by having his/her name entered in the Membership Book on his/her behalf in response to his/her written application to the Board Secretary.
5. Persons who have passed their twelfth but not their sixteenth birthday may become associate members of the Church by making known their sympathy with the aims and objectives of the Church and by signing a roll provided for the purpose in the presence of a Minister of the Church or a member of the Board.

Associate membership shall carry with it the right to be elected to represent the Church at conferences and assemblies, and to participate in meetings of the Church, but without the right to vote at such meetings.

6.
  - a) All persons shall be eligible to apply for membership, regardless of race, colour, nationality, sex, sexual orientation, marital status, or other religious affiliation.
  - b) No subscription to creed or participation in ceremony shall be required of any person joining the Church.
  - c) No person shall be denied admission to membership except upon the vote of at least two-thirds (2/3) of the Board.
7. In order to be eligible to vote or petition as a member for any purpose, a person shall have been a member for at least ninety days preceding the date of such vote or petition. This provision shall not, however, apply to
  - a) persons reinstated after a lapse of membership; or,
  - b) persons transferring their membership directly from a Unitarian or Universalist Church or Fellowship elsewhere and who shall have produced satisfactory evidence of such membership.
8. Every member shall uphold the Constitution of the Church and comply with these Bylaws.
9. Every member shall make an annual financial or other contribution of record to the Church in accordance with their ability to pay or contribute. The Board shall make policies for the implementation of this Bylaw.
10. All members are in good standing except a member who has failed to make a financial or other contribution of record to the Church for a twelve month period, or who has failed, following a request by the Board to do so, to pay a debt due and owing to the Church for six months or more, and such a person shall not be in good standing as long as the debt remains unpaid.
11. A person shall cease to be a member of the Church
  - a) by delivering her/his resignation in writing to the Board Secretary, or by mailing or delivering it to the address of the Church;
  - b) on her/his death; or,

- c) on failing to make a financial or other contribution of record to the Church for a twelve-month period, or on failing to pay a debt due and owing to the Church for six months or more, following a request by the Board to do so. The Board shall establish policies for the implementation of this provision, one of which shall be that persons shall lose their membership under this provision only by express resolution of the Board.
12. A member may be expelled from the Church by a special resolution of the members at a general meeting, of which fourteen (14) days' notice has been given, and which is passed by at least seventy-five per cent (75%) of those voting.
13. Upon the recommendation of the Board, a general meeting of the Church may confer
- a) honorary membership upon a non-member of the Church in recognition of outstanding service to the community as a whole; or,
  - b) life membership upon a member of the Church in recognition of exceptional and/or long service to the Church.
  - c) Life members but not honorary members shall have the right to vote at a General Meeting of the Church.
14. The Board shall make policies for the implementation of other aspects of this Bylaw.

### **PART 3 MEETINGS OF MEMBERS**

15. General meetings of the Church shall be held in accordance with these Bylaws, and at such time and place as the Board may decide.

#### **Notice**

16. Notice of an Annual General Meeting or an Extraordinary General Meeting shall be provided to the membership of the Church. The notice shall specify the place, date and hour of meeting and shall be delivered by mail, courier, e-mail, other electronic means or in person pursuant to procedures determined by the Board. The notice shall be delivered to the membership no more than forty-two (42) days and no less than fourteen (14) days prior to the date of the Annual General Meeting or Extraordinary General Meeting.

17. The notice of the Annual General Meeting or Extraordinary General Meeting shall describe the general nature of the ordinary business and special business to be transacted at the meeting.
18. Where several members of a single family reside together, one notice delivered to their common address in a manner pursuant to procedures determined by the Board shall satisfy the requirement of notice to each, unless a written request for an individual notice has, before the date of delivery, been filed with the Board Secretary.
19. The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting. The Board may make policies for the implementation of this Bylaw.

### **Annual General Meeting**

20. The Annual General Meeting shall be held within five months of the Church's fiscal year end at an hour, day, and place designated each year by the Board; such designation to be made not less than forty-two (42) days prior to the designated date.
21. The notice of an Annual General Meeting shall be accompanied by the report of the Nominating Committee pursuant to Bylaws 53 and 54.

### **Extraordinary General Meeting**

22. Every general meeting other than an Annual General Meeting shall be an Extraordinary General Meeting.
23. An Extraordinary General Meeting may be convened by the Board as it deems appropriate, in accordance with these Bylaws.
24. The Board, on the requisition of ten percent (10%) or more of the members of the Church (the "Requisition"), shall convene an Extraordinary General Meeting of the Church.
25. The Requisition shall:
  - (a) state the purpose of the Extraordinary General Meeting to be convened;
  - (b) be signed by the requisitionists; and
  - (c) be personally delivered or sent by registered mail to the Board Secretary.
26. If, within 21 days after the date of the delivery of the requisition, the Board does not convene an Extraordinary General Meeting and send out a notice in accordance with

Bylaws 16 and 17, the requisitionists or a majority of them may themselves convene a general meeting to be held within four (4) months after the date of the delivery of the requisition.

27. Notice of an Extraordinary General Meeting convened pursuant to Bylaw 26 shall be delivered by the requisitionists to the membership in accordance with Bylaw 16. The Board Secretary shall provide the requisitionists with membership contact information for the purpose of compliance with this Bylaw.

**PART 4        PROCEEDINGS AT GENERAL MEETINGS**

28. Ordinary business to be transacted at an Annual General Meeting is:
- a) the consideration of the financial statements;
  - b) the report of the Board;
  - c) the report of the auditor;
  - d) the election of members of the Board;
  - e) the appointment of the auditor; and,
  - f) the other business that, under these Bylaws, ought to be transacted at an Annual General Meeting, or business which is brought under consideration by the report of the Board issued with the notice convening the meeting.
29. At the Annual Meeting, the Board shall present an annual report and financial statements, which shall be available to members of the Church fourteen days before the meeting.
30. Special business is all business to be transacted at an Extraordinary General Meeting, and all business to be transacted at an Annual General Meeting except that specified in Bylaw 28 and Bylaw 29.
31. The annual budget for the Church shall be adopted at an Extraordinary General Meeting of the Church.
32. Quorum
- a) No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
  - b) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
  - c) A quorum is ten percent (10%) of the members of the Church present in person but shall not be less than three members.
33. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.

34. The President of the Board, the Vice-President or in the absence of both, one of the other Board members present, shall preside as chair of a general meeting.
35. If at a general meeting
  - a) there is no President, Vice-President or other Board member present within fifteen (15) minutes after the time appointed for holding the meeting; or,
  - b) the President and all the other Board members present are unwilling to act as chair, the members present shall choose one of their number to be chair.
36. Adjournment of a General Meeting
  - a) A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
  - b) When a meeting is adjourned for ten (10) days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
  - c) Except as provided in this Bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
37. Each member shall have one vote. Votes shall be cast either in person or by written proxy. No person present may cast more than one proxy vote and no person shall be entitled to vote as a proxy unless such person is qualified by membership to vote in his or her own right at the meeting at which he or she acts as proxy.
38. A proxy appointing a proxyholder, whether for a specified meeting or otherwise, shall be in the form specified in Appendix I or in any other form that the directors shall approve.

## **PART 5      BOARD OF TRUSTEES**

### **Board Composition**

39. The Board shall consist of the officers of the Church, the immediate Past-President and six members-at-large or such greater number as may be determined from time to time by a general meeting.
40. Members of the Board shall have been members of the Church for a period of at least six months prior to the date of their election.

41. Officers of the Church shall consist of a President, Vice-President, Secretary and Treasurer.
42. The terms of office of an officer shall expire upon the election of a person to the position at the next following Annual General Meeting.
43. An officer shall be eligible for re-election to the same position except that an officer who has held a position for three consecutive terms shall be ineligible for re-election to that position until the second Annual General Meeting following the conclusion of his or her most recent term.
44. The members-at-large shall serve a term of two years each.
  - a) The term of office of a member-at-large shall last until the conclusion of the second annual general meeting following his or her election.
  - b) The terms of office of three of the six members-at-large shall expire in odd-numbered years, and the terms of office of the other three shall expire in even-numbered years.
45. No member-at-large shall serve more than two consecutive terms and shall not be eligible for re-election until at least two years shall have elapsed.
46. In the event of the death, resignation, removal from the vicinity of Vancouver, or expulsion from the Church, of a member of the Board, or of his/her inability or failure to participate in Board meetings for a continuous period of three (3) months without excused absence, the Board may declare the position vacant and appoint a successor to that position until the next Annual Meeting, when a successor shall be elected by the members to serve the unexpired portion of the term.

### **Nominations for the Board**

47. The Board shall appoint a Nominating Committee within ninety (90) days of the preceding Annual General Meeting. Whenever possible the Nominating Committee shall be chaired by a past president of the Board and, whenever possible, shall have three to five members. No member of the incumbent Board other than the immediate past president may be a member of the Nominating Committee.
48. The Nominating Committee shall prepare a report nominating candidates for the roles of President, Vice-President, Secretary, Treasurer and for Member at Large positions that are vacant or becoming vacant.

49. The Nominating Committee should not necessarily restrict itself to one nomination for each officer or member-at-large position.

50. The Nominating Committee shall deliver to the membership a slate of recommended nominations (the “Nominating Committee Slate”) at least thirty-five (35) days prior to the Annual General Meeting. The Nominating Committee Slate shall be delivered to the membership by mail, courier, e-mail, other electronic means or in person pursuant to procedures established by the Board.
51. Members may make additional nominations for officers or members at large by preparing a petition for each nomination (a “Nomination Petition”).
52. A Nomination Petition shall:
  - a) be signed by not fewer than ten (10) voting members in good standing,
  - b) include the written consent of the nominee, and
  - c) be filed with the chair of the Nominating Committee at least twenty-two (22) days prior to the Annual General Meeting.
53. The Nominating Committee shall deliver to the Secretary at least twenty-one (21) days prior to the Annual General Meeting a report of the Nominating Committee Slate and all nominations duly made by petition (the “Nominating Committee Report”).
54. The Secretary shall include the Nominating Committee Report with the Notice of Annual General Meeting to be mailed out to members pursuant to Bylaws 16 and 21. If the Notice of Annual General Meeting and the Nominating Committee Slate are delivered together at least 35 days prior to the Annual General Meeting pursuant to Bylaw 50, and if no additional nominations are received within 22 days of the Annual General Meeting pursuant to Bylaw 52, the single delivery, together, of the Notice of Annual General Meeting and the Nominating Committee Slate shall be sufficient notification.

### **Elections to the Board**

55. Polls shall be held for each Board position, irrespective of whether there is or is not a contest. One poll shall be held for members-at-large as a group and separate polls shall be held for each officer position. All nominees shall have an opportunity to speak briefly to the meeting regarding their nomination in accordance with procedures determined by the Board.
56. The polls shall be by secret ballot. At least three scrutineers shall be appointed by the membership to oversee the counting of ballots, report the results of the poll, and arrange for the destruction of the ballots following a motion by the membership to do so.

57. In order to be elected to the Board, each nominee must receive a majority of the votes of the congregation present. When there are more than two nominees for a vacant position, the election of Board members shall be accomplished through the use of slated ballots or individual ballots pursuant to procedures established by the Board. If more than one nominee for a member at large position receives a majority of the votes, the nominees with the largest number of votes shall be considered elected. If fewer than three nominees are elected, officers or members elected in the previous year shall be entitled to continue to serve as Board members. In the event of a conflict between the provisions of this Bylaw and Bylaws 43-45, this Bylaw shall govern.

### **Powers of the Board**

- 58.
- a) The Board may exercise all the powers and do all the acts and things that the Church may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Church in general meeting, but subject, nevertheless, to
    - (i) all laws affecting the Church;
    - (ii) these Bylaws; and,
    - (iii) rules, not being inconsistent with these Bylaws, which are made from time to time by the Church in general meeting.
  - b) No rule, made by the Church in general meeting, invalidates a prior act of the Board that would have been valid if that rule had not been made.
59. More particularly, and without limiting the generality of the foregoing, the Board shall have general charge of the property of the Church, the conduct of all its business affairs, and the employment of such persons other than the Minister(s) as it may deem appropriate at such salaries or such remuneration as it may determine.
60. The Board may at any time raise or borrow or otherwise obtain or secure any sum or sums of money for the purposes of the Church, subject to the provisions of the Society Act and may authorize such officers as they may designate to execute any mortgage or bill of sale, promissory note or other security, whether on real or personal property of the Church and to sign, seal and deliver the same. In the case of any amounts in excess of twenty thousand (\$20,000) prior approval of such borrowing shall be obtained from a general meeting of the Church.

**PART 6        REMOVAL OF A MEMBER OF THE BOARD**

61. A member of the Board may be removed by at least seventy-five per cent (75%) of those voting at a general meeting of the Church, which may elect a successor to complete the unexpired portion of the outgoing member.

**PART 7        PROCEEDINGS OF THE BOARD**

- 62.
- a) The Board shall hold regular monthly meetings except in July and August, and may otherwise meet at the call of the President.
  - b) A meeting of the Board may be convened at any time upon forty-eight (48) hours' notice by the President, and shall be so called upon the written request of three (3) members of the Board.
63. A majority of the Board shall constitute a quorum at any meeting.
64. The President shall be chair of all meetings of the Board but if at a meeting the President is not present within fifteen (15) minutes after the time appointed for the meeting, the Vice-President shall act as Chair; if neither is present, the Board members present may choose one of their number to be chair.
65. The Minister and such other persons in the employ of the Church as the Board may determine, may participate in meetings of the Board, but the President of the Board may request their absence from meetings at such times as s/he deems appropriate.
66. No member of the Board shall be entitled to any remuneration in respect of his or her work in this capacity, but a member may be reimbursed for such out-of-pocket travelling, living and other expenses reasonably incurred by him/her in connection with the affairs of the Church, as the Board may from time to time authorise.
67. Every Board member who is any way, whether directly or indirectly, interested in a contract or arrangement or proposed contract or arrangement with the Church shall declare such interest to the extent, in the manner and at the time required by the applicable provisions of the Society Act, and shall refrain from voting in respect of the contract or arrangement or proposed contract or arrangement if and when prohibited by the Society Act. He/she may be asked by the Chairperson to refrain from participating in any Board discussion of the matter.

Subject to the foregoing, no Board member shall be disqualified by his/her office from contracting with the Church nor shall any contract or arrangement entered into by or on behalf of the Church with any Board member or in which any Board member is in

any way interested be liable to be avoided, nor shall any Board member so contracting or being so interested be liable to account to the Church for any profit realized under any such contract or arrangement by reason of such Board member holding that office or of the fiduciary relationship thereby established.

68. Subject to the Society Act, the Church indemnifies and saves harmless every member of the Board and all their heirs, executors, administrators, estates and effects respectively, from and against all costs, charges, expenses, liabilities, obligations, demands, actions, whether at law or equity, which any Board member, acting in such capacity, may sustain or incur in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her, or failed to be done or omitted to be done by him/her in or about the execution of the duties of his/her directorship or office except where same are occasioned by his/her own wilful neglect or default.

The indemnity for Board members under this Bylaw shall be provided out of all funds and assets of the Church from time to time, as a first and permanent charge thereon, including assets held in reserves, except to the extent that such indemnity shall be provided, in whole or in part, by or under any insurance owned and maintained by the Church for that purpose.

Subject to any limitation contained in the Society Act, the Board may from time to time arrange for the issue, at the expense of the Church, of one or more policies of insurance indemnifying the Church, its Board members, or any class of them, from any matters provided for in this Bylaw.

69. No Board member shall be liable for the acts, receipts, neglects or defaults of any other Board member or employee, or for joining in any receipt or other act for conformity, or for any loss, damage or expense happening to the Church through the insufficiency or deficiency of title to any property acquired by order of the Board for or on behalf of the Church, or for the insufficiency or deficiency of any security in or upon which any of the monies of the Church shall be invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person, firm or corporation with whom any monies, securities or effects of the Church shall be deposited, or for any loss occasioned by any error of judgement or oversight on his/her part or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his/her office or in relation thereto unless the same shall happen by or through his/her own wilful neglect or default.

The Board members may rely upon the accuracy of any statement or report prepared by any actuaries retained by the Church or by the Church's auditors and shall not be responsible or held liable for any loss or damage resulting from acting upon such statement or report.

70. No act or proceeding of any Board member or of the Board shall be deemed invalid or ineffective by reason of the subsequent ascertainment of any irregularity in regard to such act or proceeding or the qualification of such Board member or members.

## **PART 8 COMMITTEES OF THE CHURCH**

71. The Board shall establish such committees, including financial and personnel committees, and a Co-ordinating Council, as it considers appropriate.
72. Such committees shall be reappointed by the Board at its first meeting following the Annual General Meeting.
73. The Chairs of all Committees shall be members of the Church but non-members are eligible to serve on Committees in other capacities. The Board President shall be an ex-officio member of all committees but without the right to vote.

## **PART 9 OFFICERS**

74. The President shall:
- a) normally preside at all general meetings of the Church and the Board,
  - b) represent the congregation on special occasions,
  - c) assist in the promotion of the welfare of the congregation,
  - d) preside at meetings of the executive committee, which committee is composed of the officers, and
  - e) assist each officer in the performance of his/her particular role, as required.
75. The Vice-President shall carry out the duties of the President during his/her absence.
76. The Secretary shall be responsible for:
- a) the conduct of the correspondence of the Church,
  - b) the issuance of notices of meetings of the Church and of the Board,
  - c) the keeping of minutes of the meetings of the Church and of the Board,
  - d) the custody of all records and documents of the Church except those required to be kept by the Treasurer,
  - e) the custody of the common seal of the Church, and
  - f) the maintenance of the register of members of the Church.
77. The Treasurer shall be responsible for:
- a) the maintenance of the financial records, including books of account, necessary to comply with the Society Act, and

- b) the rendering of financial statements to the Board, to members of the Church and to others when required.

**PART 10 ORGANIZATIONS**

78.

- a) The Board may admit to affiliated status those independently constituted and operated organizations whose purposes and intentions it finds to be in sympathy with the principles of the Church, and may terminate such affiliations upon deciding that the organization no longer meets the foregoing qualifications or is not in compliance with the Society Act or such other requirements as relate to such organizations.
- b) The Board shall make rules for the implementation of a) above and more particularly for admission to and retention of affiliate status, and for an annual financial contribution to the Church.

**PART 11 MINISTER**

79. A Minister of the Church, other than an interim minister hired for a fixed term not to exceed two years, will be called by a simple majority of the members of the Church voting at a duly called general meeting.
80. The terms of a Minister's contract of employment shall be negotiated by the Board with the Minister and will include a term that either party will give at least three (3) months' notice of termination of the Minister's contract.
81. Only a general meeting of the Church, acting by a simple majority, is authorised to terminate the Minister's contract, whether by giving notice under the contract, terminating the contract for just cause or otherwise, or accepting the Minister's resignation tendered under the contract.
82. A Minister shall make a full report to the Annual Meeting and bring to the attention of the Board any matters which seem to him/her pertinent to the general welfare of the Church, together with such recommendations as may seem proper to him/her, but the final decision in matters of policy and procedure shall remain with the Board or the membership.
83. The Board shall ensure the establishment of a Committee on Ministry.
84. The Board shall ensure that a ministerial performance review is conducted at least once a year.

**PART 12      ASSOCIATE AND/OR OTHER MINISTERS**

85. In the event of the departure or disability of a settled Minister of the Church, the Board may hire an interim minister for a fixed term of employment, not to exceed two years to carry out such of the duties of the former Minister as may be appropriate.

**PART 13      DENOMINATIONAL AFFILIATIONS**

86. The Church shall be a member of the Canadian Unitarian Council/Conseil unitarien du Canada, or its successor. Other affiliations shall be such as the membership shall from time to time determine at a general meeting.

**PART 14      SEAL**

87. The seal of the Church shall remain in the control of the Board Secretary and shall not be used except by authority of a resolution of the Board previously given, and then in the presence of the officers prescribed in such resolution.

**PART 15      FISCAL YEAR**

88. The fiscal year of the Church shall close on the 30th day of June in each year.

**PART 16      AUDITOR**

89. The accounts of the Church shall as soon as practicable, after the end of each fiscal year, be sent to a person or persons duly qualified to conduct public audits (the “auditor”), who shall perform either a review engagement or a full audit at the discretion of the Board of Trustees. The person or persons who shall perform the review engagement or audit shall be appointed annually at the Annual General Meeting. The auditor so appointed shall not be a Director of the Society

**PART 17      INSPECTION OF BOOKS AND RECORDS**

90. Subject to claims of legal professional privilege and the Church's legal obligations to limit the dissemination of private information in its possession, the books and records of the Church under the control of the Board Secretary may be inspected at the Church office by any member in good standing, at such convenient time as may be arranged

with the Board Secretary, or failing arrangement, upon four (4) days' written notice to the Board Secretary.

91. Subject to claims of legal professional privilege and the Church's legal obligations to limit the dissemination of private information in its possession, the books and records of the Church under the control of the Treasurer may be inspected by any member in good standing, at such convenient time as may be arranged with the Treasurer, or failing arrangement, upon four (4) days' written notice to the Treasurer.

## **PART 18      AMENDMENTS**

92. The By-laws may be amended or repealed by special resolution so far as allowed by law by a majority of seventy-five percent (75%) of those voting, at a duly called meeting of the membership. Notice of proposed changes in the By-laws shall be delivered in a manner pursuant to procedures determined by the Board to each member of the Church at least two (2) weeks prior to the meeting.

## **PART 19      RULES OF PROCEDURE**

93. The rules of procedure set out in “Robert's Rules of Order” shall be followed at all meetings save where the provisions of the same are inconsistent with the Society Act or with the Constitution or By-laws of the Church.

## **PART 20      DISSOLUTION**

94. The purposes of the Church shall be carried on without purpose of gain for its members, and any profits or other accretions to the Church shall be used to promote its purposes. In the event of dissolution or winding-up of the Church, all its remaining assets, after payment of liabilities, shall be distributed to the Canadian Unitarian Council.
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**APPENDIX 1**

A proxy appointing a proxyholder, whether for a specified meeting or otherwise, shall be in the following form or in any other form that the directors shall approve:

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**Unitarian Church of Vancouver - Proxy**

The undersigned hereby appoints

\_\_\_\_\_ of \_\_\_\_\_  
or failing him/her

\_\_\_\_\_ of \_\_\_\_\_  
as proxyholder for the undersigned to attend at and vote for and on behalf of the undersigned at the general meeting of the Unitarian Church of Vancouver to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and at any adjournment of that meeting.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
(Signature of Member)

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