

Call of the TDA in the UBF Constitution TDA Requirements for Active Status and Eligibility

ARTICLE VI

TRIENNIAL DELEGATE ASSEMBLY

Section 6.1. Call: The first Triennial Delegate Assembly shall convene not less than six (6) months nor more than one (1) year after the expiration of nine (9) years from the date of the adoption of this Constitution and, thereafter, once every three (3) years, upon call by the Executive Committee. Notice of the call of the Triennial Delegate Assembly shall be given to each Local Society not less than six (6) months before the date of convention designated by the Executive Committee in the call of the Triennial Delegate Assembly, and such notice shall contain the names of the Program Committee, which shall be appointed by the President at the time of the call.

Section 6.2. Delegates: Delegates to the Triennial Delegate Assembly (Triennial Delegates) must be members in good standing of UBF and of any Local Society which they represent, and must have read *The Urantia Book* in its entirety. Triennial Delegates shall be elected in the manner provided by the By-laws of UBF. Equal representation shall be accorded to each Local Society at the Triennial Delegate Assembly.

Section 6.3. Proceedings: The President and Secretary of UBF shall preside at the Triennial Delegate Assembly. Subject only to the provisions of this Constitution, each Triennial Delegate Assembly shall determine its own membership. The Committee on Credentials shall consist of the Chair of the Judicial, Membership, and Interfaith Committees of UBF. This Committee shall meet at a time specified by the Executive Committee before the opening of the Triennial Delegate Assembly to receive, examine, and recommend to the President the approval or disapproval of the credentials of each of the delegates and alternates. Immediately following the seating of the delegates, the President shall appoint from the floor a Committee on Nominations and a Committee on Resolutions. The Triennial Delegate Assembly shall be conducted pursuant to Robert's Rules of Order except in respect to the order of procedure, which shall be as follows:

- (a) Assembly called to order and address of welcome.

- (b) Report of Credentials Committee and seating of delegates.
- (c) Appointment by the President from the floor of a Committee on Nominations and a Committee on Resolutions.
- (d) Reports of outgoing officers, Service Team Chairs, and chairs of Departmental Committees.
- (e) Report of Nominations Committee and election of members of General Council.
- (f) Report of Resolutions Committee.
- (g) Consideration of old business.
- (h) Consideration of new business.
- (i) Reading and approval of minutes unless Assembly votes to waive such reading or designates some other manner of approving minutes.
- (j) Adjournment.

Section 6.4. Quorum: A quorum of any meeting of a Triennial Delegate Assembly shall consist of a majority of the accredited delegates who shall have been seated by the Assembly after the report by the Credentials Committee, but a lesser number may meet and adjourn. Any question presented to the Triennial Delegate Assembly may be decided by a majority of the Triennial Delegates present at any duly constituted meeting at which a quorum is present except as otherwise provided in this Constitution.

Section 6.5. Ratification of Resolutions: All resolutions adopted by the Triennial Delegate Assembly, except resolutions pertaining to the organization and rules of procedure of such assembly and to the election of Councilors, shall be referred to the General Council, which may either ratify and confirm such resolutions, refer

the same to the Departmental Committees for further study or elaboration, or take such other action as the General Council shall deem necessary, appropriate, or proper: provided, however, that wherever a resolution adopted by the Triennial Delegate Assembly is not ratified and confirmed by the General Council, a full report of the action of the General Council with respect thereto shall be made at the next Triennial Delegate Assembly upon the request of any accredited delegate thereto.

Section 6.6. Expenses of Triennial Delegate Assembly: All expenses of the Triennial Delegate Assembly, except the expenses of the individual delegates, shall be paid by UBF.

(c) Triennial Meetings: Immediately following the Triennial Delegate Assembly a meeting of the General Council, to be known as the Triennial Meeting, shall be held for the election of the offices of President and Secretary of UBF and as necessary the members of the Service Teams and the Departmental Committees. The President and the Secretary of UBF shall preside at the Triennial Meeting, whether or not either of them is then a member of the General Council, until their successors have been elected and installed at such meeting. No notice of such meeting shall be required except that the twelve (12) newly elected Councilors shall be notified by telephone or telegraph.

Local Society Inactive Status

Section 5.8. Inactive Status: Whenever a Local Society shall fail to comply with the requirements of the Constitution and By-laws of UBF, such Local Society may be placed on Inactive Status by the Secretary-General with the approval of the Executive Committee and the members of such Local Society shall become Members-at-Large of UBF. The Local Society President and Secretary of last record shall be given notice of the change in Local Society status to Inactive by the Secretary-General of UBF and each Local Society member of last record shall be notified of change from Society Member to Member-At-Large. An Inactive Local Society is unable to participate in the Triennial Delegate Assembly unless all requirements are met no later than sixty (60) days before the date of the called Triennial Delegate Assembly. UBF Constitution and By-laws require a Local Society to do the following:

(a) To hold elections every one (1), two (2), or three (3) years, according to the Local Society's constitution. (**Section 5.4**)

Section 5.4. Local Government: Each Local Society shall have a congregational form of organization and government; its officers shall be a President, a Vice-President, a Secretary, a Treasurer, and such other officers as may be desired; and these officers shall be elected for a term of one (1), two (2), or three (3) years in accordance with procedures established by each Local Society. The Secretary-General of UBF shall be notified by the Secretary of each Local Society of the names of the officers of such Local Society within thirty (30) days subsequent to their election. Each Local Society shall have a Membership Committee and such other committees as may from time to time be established by the By-laws of such Local Society. The Secretary-General of UBF shall be provided by the Secretary of each Local Society with a current copy of the Constitution and By-laws of such Local Society and within thirty (30) days subsequent to any modification of change. Each Local Society shall be autonomous in all matters of its government and activities, including the determination of its membership, except as limited by this Constitution or delegated to the General Council, the Executive Committee, or one or more of the Departmental Committees.

(b) To have a minimum of four (4) officers including a President, a Vice- President, a Secretary, and a Treasurer. (**Section 5.4**)

(c) To notify UBF of the names of the officers within thirty (30) days subsequent to their election. (**Section 5.4 and By-laws Paragraph 1.5**)

Paragraph 1.5. Record of Officers of Local Societies: When a Local Society has been issued a charter, the names of the Founders shall be reported to the Secretary-General by the Chair of the Membership Committee. The Secretary of each Local Society shall file with the Secretary-General a certified list of the names of the officers of such Local Society within thirty (30) days after the election thereof, and the Secretary-General shall keep and maintain a current record of the officers of each Local Society. The list of the officers first elected by a new Local Society shall also be certified to by not less than three (3) of the Founders of each Local Society.

(d) To provide UBF with a copy of its current constitution and by-laws and within thirty (30) days subsequent to any modification of change. (Section 5.4)

(e) To remit to UBF a tithe (ten (10) percent) of its gross receipts on or before the thirty first (31st) day of January. (**Section 5.5 and By-laws paragraph 3.3**)

Section 5.5. Tithes: Each Local Society shall remit to the Treasurer of UBF a tithe (ten (10) percent) of its gross receipts, and the tithe shall become a part of the treasury of UBF. Such tithes shall be remitted to the Treasurer of UBF at such time and with such reports as may from time to time be required by the By-laws of UBF.

Paragraph 3.3. Gross Receipts: Gross receipts of a Local Society shall mean and include the following:

a) Money, stocks, bonds, notes and other securities, tangible personal property of all kinds and descriptions, and real property and interests therein which shall be given or contributed to such Local Society, unless such gifts or contributions are exempt under the provisions of Paragraph 3.4;

b) Moneys or property received from any trust;

c) Net profit or income from any property operated by Local Society, or from any enterprise or business operated for or by a Local Society or from any function, activity, or scheme for the making of money for the benefit of a Local Society, unless exempt under the provisions of Paragraph 3.4;

d) Dues, assessments, and other charges levied or assessed against members of a Local Society, except charges for services rendered, for food or lodging furnished, or for property sold.

(f) To maintain a list of society members and provide such list to UBF when requested. (**By-laws paragraph 1.1**)

Paragraph 1.1. Record of Membership in Local Societies: A permanent record of each member in each Local Society shall be kept by its Secretary, which record shall contain the member's name and address and such other information as may be required by the

Executive Committee. Upon the written request of the Secretary of any other Local Society or of any officer of THE URANTIA BOOK FELLOWSHIP, the Secretary of a Local Society shall certify to the membership of any member of such Society; and upon the request of the President of THE URANTIA BOOK FELLOWSHIP, the Secretary of a Local Fellowship Society shall furnish to the President, or to such person as the President may direct, a certified list of all members of such society on the date designated by the President.

(g) To provide UBF not later than the tenth (10) day of January of each year, the number of members in that society on the last day of the preceding calendar year and such other information as the Executive Committee shall from time to time require. (**By-laws paragraph 3.2**)

Paragraph 3.2. Remittance of Tithes: On or before the thirty first (31st) day of January, the Treasurer of each Local Society shall remit to the Treasurer of THE URANTIA BOOK FELLOWSHIP ten per cent (10%) of the gross receipts of that Local Society as hereinafter defined in Paragraph 3.3 received by such Local Society during the twelve (12) calendar months ending with the last day of December preceding said dates and shall accompany such remittance with a financial report.

(h) To record transfers of membership. (**By-laws paragraph 1.4**)

Paragraph 1.4. Record of Transfer of Membership: When a member of a Local Society is accepted for membership by another Local Society, the Secretary of the Local Society receiving such member shall notify the Secretary of the Local Society of former membership, advising of the transfer of membership.

(i) To notify UBF of Expulsions from the Local Society. (**By-laws paragraph 1.6**)

Paragraph 1.6. Record of Expulsion from a Local Society: The expulsion of a member from a Local Society shall be reported to both the Secretary-General and the Secretary of THE URANTIA BOOK FELLOWSHIP by the Secretary of the expelling Local Society.

(j) To notify UBF within fifteen (15) days of the election of the Delegate and Alternate Delegate, the name of the Delegate and Alternate Delegate, and such

notification shall be certified by the President of such Local Society. Each Delegate and Alternate shall certify that each has read The Urantia Book in its entirety.
(By-laws Paragraph 7.3)

Paragraph 7.3. Notification and Certification of Election: Within fifteen (15) days of the election of such Delegate and Alternate Delegate, the Secretary of each Local Society shall notify the Secretary of THE URANTIA BOOK FELLOWSHIP of the name of the Delegate and Alternate Delegate, and such notification shall be certified by the President of each Local Society. Such notification shall be accompanied by a certificate from each Delegate and Alternate affirming that each has read The URANTIA BOOK in its entirety.

Paragraph 7.2. Elections of Delegates and Alternates: At any time after the receipt of such notice, but not later than sixty (60) days before the date of the called meeting of the Triennial Delegate Assembly, each Local Society shall elect one (1) Delegate and one (1) Alternate Delegate to such Assembly.