

## BYLAWS FOR UNITY CHRIST CHURCH OF BON AIR

### ARTICLE I– Purpose and Identification

The name of this association shall be Unity Christ Church of Bon Air [Doing Business As (DBA) and hereafter referred to as Unity of Bon Air (UBA)]

Section 1.01 Statement of Purpose. The purpose of UBA, 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, Inc. [DBA and hereafter referred to as Unity Worldwide Ministries (UWM)] 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 Unity Worldwide Ministries(UWM).

Accomplishment of Purpose. In the accomplishment of this purpose, UBA 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.

Unity Christ Church of Bon Air shall appoint three (3) trustees to effect the purposes of conveyances, etc.; to comply with the Code of Virginia, Title 57, Chapter 2, Section 57-8. The Trustees so appointed will be subject to court approval and will function under the law of the Code of Virginia related to Religious and Charitable Matters. The three (3) trustees shall be ex officio members of the Board of Directors; they may attend any or all Board meetings in a non-voting capacity.

Section 1.02 Unity Worldwide Ministries Membership and Responsibilities. UBA is a member of the UWM. The operation and conduct of this ministry will comply with the regulations and policies of the UWM as outlined in the UWM Bylaws, insofar as they do not conflict with the laws of the Commonwealth of Virginia.

- (a) Leadership. This ministry will have as its leader an ordained or licensed Unity minister(s) in good standing or a person serving under special dispensation approved by the UWM.

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

- (b) Teaching. The Principles of practical Christianity will be taught through this ministry using methods, textbooks, literature, and other materials approved by the UWM.
- (c) The ministry shall comply with all requests for identifying information from UWM, including but not limited to
1. A copy of the Articles of Incorporation (not required in Virginia)

2. Copies of ministry bylaws shall be sent whenever updated.
3. A copy of the deed to properties owned by the ministry.
4. Copy of the completed Form SS-4, Application for Employer Identification Number, once it has been returned by the IRS to the ministry.
5. Copy of the Form 8822-B, Change of Address or Responsible Party – Business Form that the IRS requests.

(d) Reports. The minister designated Administrative Director will make annual reports to the UWM on forms supplied by the UWM.

(e) Participation. This ministry may have its voice heard and its wishes expressed in the membership meetings of the UWM, and its members may participate in workshops, seminars, and classes designed to encourage and foster their spiritual development and that of the ministry.

(f) Resources. This ministry can benefit from its membership in the UWM and its corresponding region through direct support, materials, and coaching regarding organization, finances, music, adult and youth education, church growth programs, ethics compliance, and other topics related to church function.

## **ARTICLE II**

### **Office and Official Records**

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

Section 2.02 Official Records. Records of membership, finances, donation, 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 UBA will endeavor to live in accord with the Jesus Christ principles of love and truth as taught by Unity. He/she will further the work of this ministry through his/her active interest, love, and support.

Section 3.02 Election of Members. Anyone desiring membership in UBA will file an application for membership card with the ministry office. The application will be presented to the Board of Directors. Upon a majority affirmative vote of the Directors and with the completion of a brief Unity orientation class with the minister, the applicant will become an active member and will be notified accordingly by the Board Secretary. Persons will be received into membership during a Service of Spiritual Baptism attended by the Minister(s) and congregation on the first Sunday of each month or as needed. All staff ministers and licensed Unity teachers are considered members of this ministry.

### Section 3.03 Terms of Membership.

- (a) Active Member. A member will retain status as an active member through his/her participation in prayer, service, classes, and/or giving during a fiscal year.
  
- (b) Inactive Member.
  - (1) An active member will become inactive:
    - a) upon moving over 100 miles from the ministry.
  
    - b) upon absence from the congregation for one year providing the ministry has attempted by mail to notify the member of the change in membership status.
  
    - c) those individuals who are determined by the Board of Directors, including agreement by the minister(s) to no longer fulfill the qualifications of active membership will be placed on the inactive member list. The Board of Directors will attempt to notify the said member of their inactive status by certified mail within ten (10) days.
  
- (c) Removal. Removal from the membership role of any member whose qualifications are in question requires at least a two-third (2/3) affirmative vote of the Board of Directors, including agreement by the minister(s). Prior to action concerning removal, the member must be notified by mail and be given an opportunity for a hearing before the Board.

(d) Reinstatement of Inactive Member.

- (1) Within one year of inactivation, members who have been advised by the Board of inactive status may regain active status during the year if they have accrued prior to six (6) weeks before a membership meeting, the attending of four (4) of the six (6) Sunday services preceding a membership meeting.
- (2) After one year of inactivation, members must reapply for active membership in accordance with Section 3.02 [Election of Members].

Section 3.04 Powers of Active Members. Active members of age 18 or older of UBA 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 [Meetings and Quorum].
- (b) Elect members to the Board of Directors as specified in Section 4.04 [Board of Directors - Election].
- (c) Ratify the Bylaws of this ministry or any amendments thereto as specified in Section 8.01 [Bylaws Amendments - Procedures].
- (d) Vote on any expenditure which 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) [Board of Directors - Duties].
- (e) Elect a member, and an alternate, to serve on the Nominating Committee as specified in Section 4.04 (b) [Nominating Committee].
- (f) Call a special membership meeting when the affairs of this ministry warrant such action. Refer to Section 3.05 (b) [Special Membership Meeting].
- (g) Vote to override any action of the Board of Directors. 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 or all director(s) from the Board of Directors in accordance with Section 4.05(a) [Vacancy]. 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 Directors, as may seem advisable for the good of this ministry.
- (k) In the event a conflict arises between the membership and the minister(s) or the membership and the Board of Directors that is unresolved through the use of *Article III, Section 3.05 Meetings and Quorum (b) Special Membership Meeting*, then twenty five percent (25%) of the active membership may request Conflict Management assistance by notifying the President of the UWM in writing with copies to the Board of Directors and minister(s). Upon receipt of a request for assistance from twenty five percent (25%) of the active membership to the President or designee of the UWM, 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 UBA shall be held at its official headquarters on Sunday, November 14, 1999, and thereafter the third (3<sup>rd</sup>) Sunday in May (effective the year 2000) at the time of day designated by the minister(s) and Board of Directors.
- (b) Special Membership Meeting. Any time the affairs of this ministry warrant a special meeting, the meeting may be called by:
  - (1) the senior minister or co-ministers
  - (2) a majority of the Directors of the Board
  - (3) submitting a petition having been signed by twenty five percent (25%) of the active membership; a written request must be submitted to the Board who will, within a reasonable length of time, call the meeting on behalf of the requesting party.

The purpose(s) for the special meeting will be stated by both written request and 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 will be limited to the pre-stated purpose(s).

- (c) Written Notice. Written notice stating the date, time, and place will be mailed, which includes electronic, to all active members at least ten (10) days before any membership meeting. [Note: "Mailed" because the notice needs a postmark, or electronic date stamp, for legality.]

- (d) Quorum. Those active members present and voting at a membership meeting called pursuant to the notice provisions of Section 3.05 (c) [Written Notice] will constitute a quorum for the transaction of business at any membership meeting.
  
- (e) Participation. Participation in the business affairs of any membership meeting will be allowed to anyone in attendance with a speaking limit of five (5) minutes. UWM 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 will be necessary for approval or disapproval of the action being voted upon. Refer to Section 3.04(d), (g), and (h) and Section 8.01. Active members unable to be present in an annual membership meeting may vote by absentee ballot upon application to the ministry office in advance of the meeting date. Absentee ballots must be returned prior to the meeting. Absentee ballots will not be accepted at special membership meetings. Proxy votes are not allowed.
  
- (g) Prayer. In any membership meeting, the Board President, minister(s), and UWM Conflict Management 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 President will provide a period of prayer and silence.

# ARTICLE IV

## Government

Section 4.01 Administration. The government of UBA shall be vested in the minister(s) as the Administrative Director(s), and the Board of Directors 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) will 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 [Statement of Purpose]. As Administrative Director(s), the minister(s) will be:

- a) Responsible for the complete functioning of this ministry.
- b) Voting member(s) of the Board of Directors on all matters except own employment, or that of successor(s).
- c) Appointing committees in accordance with Section 5.01 [Formation].
- d) A member of all committees. Refer to Section 5.01 [Committees-Formation].
- e) Responsible for seeking UWM'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) [Termination of Employment of Minister(s)], the minister's removal 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 Directors.

(b) Associate and/or Assistant Ministers. Associate and/or Assistant Minister(s) will be duly licensed or ordained Unity minister(s) who function(s) with less responsibility than the Senior Minister(s) or Co-minister(s).

- (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 Directors.

Section 4.03 Board of Directors -- Members.

- (a) Structure. The Board of Directors shall consist of the minister(s) and seven Directors and a maximum of three alternates elected from the membership of UBA. Each elected Director will hold office for three years, or until a successor is duly elected. The terms of two (three every third year) elected Directors will expire annually and their offices will be filled at the annual membership meeting in accordance with Section 4.04 [Board of Directors -Election]. No elected Director will serve more than two consecutive terms of three years each without an interval of one year between terms. Alternates may serve for up to two years, if elected for a second year. No active Licensed Unity Teacher, individual receiving compensation from the ministry (with the exception of the minister/ministers), or the spouse, parent, child, or significant other of an individual receiving compensation from the ministry may serve on the Board of Directors. Further, no Board member shall be the spouse, parent, child, or significant other of another Board member.
- (b) Prayer. It is important that in addition to adhering to the normal procedures for legal functioning set forth in these Bylaws, that the spiritual principles taught by Unity be utilized in the handling of decisions before the Board of Directors. During the discussion of an item of business, any Director 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 Directors will:
  - (1) Uphold the spiritual purpose of this ministry as stated in Section 1.01 [Statement of Purpose].
  - (2) Uphold the highest interest of the membership in conducting the business of this ministry.
  - (3) Be conversant with these Bylaws, 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) [Powers of Active Members].
- (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) [Senior Minister or Co-minister(s) Duties].
- (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) Will secure a fidelity bond for persons handling church monies.
- (12) Approve applicants for membership in accordance with Section 3.02 [Election of Members].
- (13) Act to fill the unexpired term of any Director in accordance with Section 4.05 (b) [Replacement].
- (14) Elect officers of the Board, and their successors to fill any unexpired term when necessary. See Section 4.07 [Board of Directors - Officers].
- (15) Ratify committees and their Chairpersons as appointed by the President of the Board. See Section 5.01 [Formation].
- (16) Seek UWM 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 Directors.
- (19) To keep or cause to be kept an accurate record of membership.

- (20) To 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) Alternates: As representatives of the membership, the Board Alternates will participate in all board meetings and support in all respects the work of the Board and the ministry. When a quorum of elected Board Members is not met in a meeting, the Board Members will elect by ballot, using random selection, (for example, draw straws) an Alternate from the Alternates in attendance.
- (d) Employment of Minister(s). It is the responsibility of the Board of Directors to employ a licensed or ordained Unity minister(s) for the church through cooperation with the employment management procedures of the UWM
- (e) Termination of Employment of Minister(s). After a ministry and its senior minister or co-ministers have cooperated with the Conflict Management procedures of the UWM, a two-thirds (2/3) majority vote of the Board of Directors or active church membership is required to terminate the employment of a senior minister or co-minister.

Section 4.04 Board of Directors -- Election.

- (a) Qualifications. Any person elected to the Board of Directors must be an active member of UBA. He/she will 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.
  - (6) Handles Board affairs in confidence.
- (b) Nominating Committee. A Nominating Committee will be formed at least three months prior to the annual membership meeting, and will initiate a search for at least two qualified candidates for the Board of Directors. The committee will consist of the senior minister or co-minister(s) and three active members selected in the

following manner:

- (1) At the annual membership meeting, the membership shall elect one of its active members, and an alternate, to serve on the Nominating Committee for the next year's election. In the event of unavailability to serve of the persons so elected, the Board will select a person from the active membership to fill the vacancy, other than a current Board member.
  - (2) The Board will elect one of its Directors.
  - (3) Together with the minister(s), the above two committee members will select a third committee member from the active membership who will become Chairperson of the Nominating Committee.
- (c) Nominating Procedure. As the presiding officer of the annual membership meeting, the President of the Board will:
- (1) Read Section 4.04 [Board of Directors -Elections] just prior to the call for nominations.
  - (2) Call upon the Chairperson of the Nominating Committee to present the committee's nominations.
  - (3) Call for additional nominations from the floor. Nominees should never be chosen on the basis of a person's business success or financial resources alone. All nominees, no matter how nominated, must qualify in accordance with paragraph 4.04 (a) [Qualifications] of this Section.
- (d) Election. Written ballots are required if there are more than two nominees. The nominees receiving the largest number of votes shall be elected to fill the vacancies on the Board of Directors. The next three (maximum) nominees receiving the largest number of votes shall be the Board Alternates.

Section 4.05 Board of Directors -- Vacancy and Replacement.

- (a) Vacancy. The office of a Director may be vacated by any of the following means:
- (1) The resignation of the Director.
  - (2) The Board voting for the removal of a Director due to absences from three successive regular Board meetings. Absences may be excused by the Board upon written request.

- (3) The Board voting for the removal of a Director because of a failure to fulfill the duties of the office as specified in Section 4.03 (c) [Duties].
- (4) The active membership voting for removal of a Director because of failure to fulfill the duties of the office as specified in Section 4.03 (c) [Duties]. See Section 3.04 (h) (Powers of Active Members).
- (b) Replacement. Should a vacancy occur on the Board of Directors, the Board will proceed to fill the vacancy by inviting the Alternate Board Member (Section 4.04 (d) Election) who received the highest number of votes at the previous annual meeting. Any further vacancies will be filled by the next Alternate in line according to the same criteria. If there are no Board Alternates, the Board will 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) [Qualifications] and Section 4.03 (a) Board of Directors – Members [Structure] may be considered as replacements. A majority vote of those present and voting will be necessary to elect. The term of the newly elected Director shall expire on the same date as the term of the Director succeeded.

Section 4.06 Board of Directors -- Meetings and Quorum.

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

The request will be filed in writing with the Board Secretary. Reasonable effort must be made to notify all Directors of any special meeting.

- (c) Quorum. Four Directors will constitute a quorum for the transaction of business.
- (d) Minister(s) Attendance. The minister(s) has/have the right to attend all Board meetings. Each minister must be notified of all special meetings.

Section 4.07 Board of Directors -- Officers. Officers of the Board of Directors will consist of a President, Vice-President of the Board, Secretary, and Treasurer. All officers will 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 will hold their respective offices for one year or until their successors are duly elected or qualified.

(a) President. The President will:

- (1) Preside at all Board of Directors meetings.
- (2) Preside at all membership meetings.
- (3) Appoint committees in accordance with Section 5.01 [Formation].
- (4) Be a member of all committees by virtue of the office, except the Nominating Committee.
- (5) Sign such papers and documents, upon proper authorization, as may be necessary.
- (6) Be responsible for the planning of Board orientation, retreats, and workshops.

(b) Vice-President. The Vice-President will:

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

(c) Secretary. The Secretary will:

- (1) Keep, or cause to be kept, an accurate record of the minutes of all Board and Membership Meetings.
- (2) Hold in custody and be responsible for all reports, contracts, other legal papers, minute books, and the corporate seal, which items will be kept in the ministry office at all times, or in such other depository as prescribed by the Board.

(3) Attend to all official business required by the Board.

(d) Treasurer. The Treasurer will:

(1) Be custodian of the funds of this ministry. He/she will pay out or cause to be paid out, funds authorized by the Board. Refer to Section 4.03 (c) [Duties].

(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. When counting ministry funds there should be at least two (2) persons present.

(5) Place, or cause to be placed, the funds of this ministry in the bank or other depository approved by the Board.

## **ARTICLE V**

### **Committees**

Section 5.01 Formation. Committees for any specific purpose, with the exception of the Nominating Committee, will be appointed by the President of the Board or the minister. Ratification by the Board is required.

## ARTICLE VI

### Seal

Section 6.01 Description. The corporate seal of this ministry shall include the name of the ministry in a circle, which encloses the name of the city, state, and date of incorporation.

Section 6.02 Dissolution. Should this corporation dissolve:

- (a) all property and funds remaining after the payment of the debts of the corporation will be delivered to the UWM, a nonprofit corporation organized under the laws of the State of Georgia, for religious and educational purposes.
- (b) such funds or property will be for the use and benefit of the UWM as may be determined by the Board of Directors of the UWM, in alignment with current policies and procedures.
- (c) the UWM will make available according to its current policies and procedures, funds for the re-establishment of a Unity ministry in Bon Air (Richmond).
- (d) should the UWM no longer exist, any assets remaining of this corporation after dissolution will 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 5.0 1 (c) (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 will be the authority of this ministry on parliamentary law and its usage, unless otherwise provided by these Bylaws.

## ARTICLE VIII

### Bylaws Amendments

Section 8.01 Procedure. Amendments to these Bylaws 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, which includes electronic, to all active members at least ten days prior to the required membership meeting. An affirmative vote of seventy-five percent (75%) of all active members present and voting will be necessary to pass any amendment to these Bylaws. These Bylaws fully supersede all previous Bylaws adopted by UBA.

Attest-President

Teena Hucul

Date of adoption or revision: May 21, 2017

# ADDENDUM

## Definition of Terms:

### A Unity Ministry

A member ministry in the UWM recognized by the UWM to be in good standing, 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 UWM office.)

### Senior Minister

A Unity minister duly ordained, licensed, or serving under special dispensation by UWM (or Unity School of Christianity prior to July 1, 1966), and determined to be in good standing by the UWM who assumes the spiritual and administrative leadership role in a member ministry in good standing. This leader works in conjunction with the Board of Directors 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 and determined to be in good standing by the UWM (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 in good standing. These leaders work in conjunction with the Board of Directors 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 and determined to be in good standing by the UWM (or Unity School of Christianity prior to July 1, 1966), serving in a member ministry in good standing. 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 and determined to be in good standing by the UWM(or Unity School of Christianity prior to July 1, 1966) serving in a member ministry in good standing. 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, i.e., pastoral visitation, or administrative support. The skills of the assistant are, therefore, allowed to develop, for a more comprehensive range of ministry service of the assistant, and the ministry.