



FIRST AMENDED BYLAWS
OF

URANTIA ASSOCIATION INTERNATIONAL

Adopted by the International Representative Council October 12, 2023

TABLE OF CONTENTS

Article I: Status of Bylaws 4
Article II: Purpose and Mission 4
Section 2.1. Purpose 4
Section 2.2. Mission 4
Section 2.3. Limitations 4
Article III: Structure 5
Article IV: International Representative Council (IRC) 5
Section 4.1. General Information 5
Section 4.2. Resolutions 6
Section 4.3. IRC General Powers & Duties 6
Section 4.4. IRC Chair and IRC Secretary 7
Section 4.5. Manner of Acting 7
Section 4.6. ISB Officer, ISB and IJC Member Elections 8
Section 4.7. Petitions for Expulsion of a Constituent Association 8
Section 4.8. IRC Committees 9
Section 4.9. IRC Meetings 9
Section 4.10. Compensation 9
Section 4.11. Conflict Resolution 9
Article V: International Service Board (ISB) 10
Section 5.1. General Information 10
Section 5.2. Duties 10
Section 5.3. Specific Powers 11
Section 5.4. Contracts, Loans, Checks, Deposits, Funds, and Budget 11
Section 5.5. Qualifications of ISB Officers and Members 12
Section 5.6. Terms of Office 13
Section 5.7. Manner of Acting 13
Section 5.8. Officers 13
Section 5.9. Assistants 15
Section 5.10. Executive Team 15

Section 5.11. ISB Officer or Member Nominations -----	16
Section 5.12. Removal -----	17
Section 5.13. Vacancies -----	17
Section 5.14. Meetings -----	17
Section 5.15. Compensation -----	17
Section 5.16. ISB Committees -----	18
Section 5.17. Petition for Termination of Membership -----	18
Section 5.18. Expulsion of a Constituent Association -----	19

Article VI: International Judicial Commission (IJC)

Section 6.1. General Information -----	19
Section 6.2. Duties -----	19
Section 6.3. Rules of Procedure, Interpretation, Review, Etc. -----	20
Section 6.4. Nominations and Qualifications -----	21
Section 6.5. Election -----	21
Section 6.6. Judicial Commission Members -----	21
Section 6.7. Meetings -----	22
Section 6.8. Compensation -----	22
Section 6.9. Removal, Resignation, and Vacancies -----	22
Section 6.10. Additional Judicial Commissioners -----	22

Article VII: Constituent Associations

Section 7.1. General Information -----	23
Section 7.2. National Associations -----	23
Section 7.3. Affiliate Associations -----	23
Section 7.4. Duties of Constituent Associations -----	24
Section 7.5. Forming a New Constituent Association -----	25
Section 7.6. Inactive Status -----	25
Section 7.7. Expulsion of a Constituent Association -----	26
Section 7.8. Conflict Resolution -----	26

Article VIII: Membership

Section 8.1. General -----	26
Section 8.2. Application for Membership -----	27
Section 8.3. Member Responsibilities -----	27
Section 8.4. Change of Country of Residency -----	27
Section 8.5. Resignation -----	27
Section 8.6. Termination of Membership -----	27
Section 8.7. Involuntary Termination of Membership -----	28

**Article IX: CONDUCT OF MEETINGS, VOTING, GENERAL PROCEDURES,
OFFICIAL LANGUAGE, TRANSLATIONS, AND NOTIFICATIONS**

<u>Section 9.1. Meetings</u> -----	28
<u>Section 9.2. Voting</u> -----	29
<u>Section 9.3. Official Language</u> -----	29
<u>Section 9.4. Notification</u> -----	29
<u>Article X: Financial Status</u> -----	29
<u>Article XI: Funding</u> -----	29
<u>Article XII: Records, Fiscal Year</u> -----	30
<u>Article XIII: Corporate Offices</u> -----	30
<u>Article XIV: Dissolution</u> -----	30

ARTICLE I

STATUS OF BYLAWS

These First Amended Bylaws have been adopted by the International Service Board and the International Representative Council in October 2023 in accordance with an appropriate vote by each body under the immediately preceding Bylaws, which were adopted by each body in 2006 and 10 March 2007 respectively.

The Charter, also adopted by the International Service Board and the Representative Council in 2006 and 2007 respectively, has been revoked entirely as of 28 October 2023, in accordance with an appropriate vote of each body under Article 6 of that Charter, in 2022. The Charter shall have no further effect.

ARTICLE II

PURPOSE and MISSION

Section 2.1. Purpose The purpose of the Urantia Association International (hereinafter “Association” or “Urantia Association”) is set forth in its Articles of Incorporation and any amendments thereto as filed with the Secretary of State, for the State of Illinois, U.S.A.

Section 2.2. Mission: The mission of Urantia Association and its Constituent Associations is to foster study of *The Urantia Book* and to disseminate its teachings,

Section 2.2.1. to promote, improve and expand comprehension and appreciation among the peoples of the world of cosmology, of the relationship of our planet to the universe, of the origin and destiny of humanity, of each person’s relation to God, and of the enhanced teachings of Jesus, and

Section 2.2.2. to foster a global spiritual community that "produces an enlarged consciousness of the Fatherhood of God and the brotherhood of man." (100:6.8) In so doing, the Association endeavors to increase and enhance humanity’s comfort, happiness, and well-being through the fostering of a true religion, a philosophy of living, and a cosmology commensurate with evolving intellectual and cultural development.

Section 2.3. Limitations To ensure Urantia Association remains focused on its mission, it has adopted the following limitations on its activities:

Section 2.3.1. The Association will not express opinions, form policies, or otherwise take positions on political, social, or economic issues and will not identify itself with any nation,

race, or religion. However, nothing in these Association Bylaws, or the Bylaws of any Constituent Association of Urantia Association is intended to prevent or discourage Members of the Association from expressing their personal opinions on these matters or from participating in such activities.

Section 2.3.2. The Association is not, nor will it form a religious body or an organized religion.

Section 2.3.3. Understanding of the teachings of *The Urantia Book* is a personal matter. Therefore, the Association will not present any official interpretations of *The Urantia Book*.

Section 2.3.4. While the Association welcomes people of all faiths, races, cultures and nationalities, and fosters spiritual fellowship among the peoples of the world, the Association does not claim to represent the spiritual “brotherhood of man.”

ARTICLE III STRUCTURE

Section 3.1. Urantia Association is a membership organization composed of four interdependent organizational service components: an International Representative Council (IRC), an International Service Board (ISB), an International Judicial Commission (IJC), and the Constituent Associations.

Section 3.2. The IRC, the ISB and the IJC constitute the Central Administration of Urantia Association and are responsible for internal affairs and international functions of Urantia Association. The Constituent Associations are formed to fulfill the purposes and mission of Urantia Association.

ARTICLE IV INTERNATIONAL REPRESENTATIVE COUNCIL (IRC)

Section 4.1. General.

Section 4.1.1. The IRC is responsible for legislating, by resolution, international level long-range planning, policies, procedures, projects, and programs in support of and to further the mission of Urantia Association and the work of the Constituent Associations.

Section 4.1.2. **Members of the IRC.** Each National Association shall appoint two of their Members to serve as their representatives (IRC Members) on the IRC. Each IRC Member shall

have one vote. An Affiliate Association shall appoint one or two non-voting representatives (IRC Participants) to serve on the IRC.

Section 4.1.2.a. IRC Participants may contribute to IRC discussions but may not bring resolutions or vote.

Section 4.1.3. **IRC Member Terms.** An IRC Member shall serve on the IRC for no more than 8 consecutive years, with a minimum of two years between any term of 8 or fewer years.

Section 4.2. Resolutions. All decisions and actions of the IRC shall be in the form of a resolution.

Section 4.2.1. The IRC may legislate on its own or in response to a resolution submitted by the ISB.

Section 4.2.2. Resolutions passed by the IRC are binding on all Constituent Associations, the Membership and the Central Administration.

Section 4.2.3. If a resolution appears to conflict with the laws of a country or locality where a Constituent Association operates, that Constituent Association may submit a Request for Exemption to the ISB President.

Section 4.3. IRC General Powers & Duties.

Section 4.3.1. To assist and support the Constituent Associations in fulfilling the mission of Urantia Association.

Section 4.3.2. To establish, with ISB input as needed, international activities, programs, policies, and procedures consistent with the needs and requirements of the Constituent Associations and with accomplishing the mission of Urantia Association.

Section 4.3.3. To develop, with ISB Executive Team input, the Association's long-range plan, review together annually and update as necessary.

Section 4.3.4. Approve chartering of new Constituent Associations.

Section 4.3.5. Elect ISB and IJC Members.

Section 4.3.6. Whenever, in the judgment of one-third of the IRC Members, a decision by the ISB to take any action involves a matter of principle, international policy, or an international matter not previously authorized by resolutions approved by the IRC, the IRC Chair shall advise the ISB to immediately cease any activity on that decision and provide a resolution to the IRC for approval or rejection of the decision.

Section 4.3.7. **Dues.** The IRC has the power to assess dues from all Constituent Associations.

Section 4.3.8. **Budget.** Ratify the annual Central Administration Budget by the last day of the preceding fiscal year, or as soon as possible thereafter.

Section 4.3.9. Decide Petitions for Expulsion of a Constituent Association.

Section 4.4. IRC Chair and IRC Secretary.

Section 4.4.1. The President of the ISB shall serve as the IRC Chair and the Secretary of the ISB shall serve as the IRC Secretary. The ISB President may appoint the ISB Vice-President to serve as the IRC Chair and the ISB Secretary may appoint an Assistant Secretary to serve as the IRC Secretary. Neither the IRC Chair nor the IRC Secretary are voting members of the IRC.

Section 4.4.2. **Duties of IRC Chair.** The IRC Chair shall:

- a. Act as spokesman for the IRC.
- b. Represent the IRC to the ISB.
- c. Chair IRC meetings.

Section 4.4.3. The IRC Chair shall have no official influence in matters of the Constituent Associations.

Section 4.4.4. **Duties of the IRC Secretary.** The IRC Secretary shall:

- a. Give all notifications required by these Bylaws.
- b. Prepare meeting agendas for IRC Chair approval and provide to IRC Members and Participants as required by these Bylaws.
- c. Maintain a roster of IRC Members and Participants.
- d. Maintain a summary of all resolutions adopted by the IRC.
- e. Prepare minutes of all IRC meetings and distribute to all IRC Members and Participants, the ISB and any other designated Central Administration members.

Section 4.5. Manner of Acting

Section 4.5.1. **Actions of the IRC.** Only actions approved at a properly convened IRC meeting shall constitute an act of the IRC. All decisions made by the IRC shall be in the form of a resolution. Any IRC Member, the ISB President or the IRC Chair may initiate resolutions.

Section 4.6. ISB Officer and ISB and IJC Member Elections

Section 4.6.1. **Election Committee.** Whenever the IRC receives a call for nominations of ISB Officers and/or ISB or IJC Members, the IRC Chair shall call for nominees to serve on an Election Committee from among the Members of the IRC. The Election Committee Chair and two committee members shall be elected from among those nominated by the affirmative vote of a simple majority of votes cast by Members of the IRC. The Election Committee members are entitled to cast votes in the ISB and IJC Member elections.

Section 4.6.2. It shall be the responsibility of the Election Committee to conduct elections in accordance with these Bylaws in any manner that reasonably allows all voting members equitable participation and for secrecy of the voting process. The Election Committee shall distribute ballots to all eligible voting members of the IRC, shall collect and tally the ballots, and certify and announce the election results to the IRC, after which the Election Committee shall dissolve.

Section 4.6.3. Elections shall be held in closed sessions of the IRC outside the presence of any existing ISB Officers, ISB and IJC Members and nominees and according to Section 9.3 Voting of these Bylaws.

Section 4.6.4. In the event no nominee is elected in the initial balloting, and if more than two nominees for a position appeared on the initial list of candidates, then a second vote is conducted for the position with a new list containing only the two nominees who received the highest number of votes in the previous election.

Section 4.6.4.a. In the event no nominee receives enough votes after the second ballot, then the nominee that received a simple majority of the votes cast on the matter by a quorum of IRC Members will resolve the election.

Section 4.6.5. The IRC Chair shall announce the results to the nominees, ISB and the IJC, and ensure the election result is a part of the official records of the Association.

Section 4.6.6. Whenever the election is conducted electronically, the IRC shall devise a balloting system that will guarantee secrecy of the ballots.

Section 4.7. Petitions for Expulsion of a Constituent Association.

Section 4.7.1. The IRC will promptly rule on any resolution for Expulsion of a Constituent Association.

Section 4.7.2. Any IRC Member(s) from an Association whose expulsion is being considered may participate in the IRC discussion but is not entitled to vote on the resolution for expulsion, nor be present during the voting process.



Section 4.7.3. When the IRC passes a resolution to expel a Constituent Association, the Constituent Association is immediately suspended from participation in the IRC and is removed from any IRC contact list.

Section 4.7.4. The IRC Chair provides immediate notification of the date and reasons for expulsion to the service board of the Constituent Association, to the Petitioners and to the ISB. The IRC Chair also advises the Constituent Association that they have 15 calendar days from date of the IRC expulsion vote to appeal the decision to the IJC.

Section 4.8. IRC Committees. The IRC may form ad-hoc committees to conduct additional research and provide recommendations on matters before the IRC.

Section 4.9. IRC Meetings

Section 4.9.1. **IRC Annual Meeting.** The IRC shall hold at minimum an annual meeting.

Section 4.9.2. **Regular and In-Person Meetings.** Regular quarterly virtual meetings and/or continuous sessions by email or other available technology are preferable. In-person meetings at international conferences are encouraged.

Section 4.9.3. **Special and Emergency Meetings.** Special meetings and emergency meetings may be called by the IRC Chair or by one-third of the IRC Members.

Section 4.9.4. **Meeting Notification.** The IRC Secretary shall provide to all IRC Members and Participants notification of the IRC meeting time, date, location, agenda, pertinent materials and means of attending the meeting a minimum of ten (10) calendar days prior to the meeting date.

Section 4.9.5. **ISB Officer and Member Attendance.** ISB Officers and Members may attend IRC meetings as observers but shall not participate unless recognized by the IRC Chair.

Section 4.10. Compensation. The IRC Members and Participants shall not receive any compensation for service on the IRC.

Section 4.11. Conflict Resolution. By written request of the IRC Chair or three IRC Members, unresolved issues affecting the IRC may be brought before the IJC, which shall take such action as it deems necessary and appropriate to resolve the conflict.

ARTICLE V

INTERNATIONAL SERVICE BOARD (ISB)

Section 5.1. General.

Section 5.1.1. The ISB is responsible for executing the long-range plan, handling financial and legal affairs of the Central Administration, and for all internal and external communications.

Section 5.1.2. To accomplish its purpose, the ISB shall consist of a minimum of seven and a maximum of seventeen Members, including the Officers, as set by the IRC, who are elected by the IRC.

Section 5.2. Duties.

Section 5.2.1. To execute and manage international activities, programs, projects and procedures approved by the IRC. The ISB will refrain from executing any decision that is international in scope which has not been previously approved by resolution of the IRC, except as specifically provided for in these Bylaws,

Section 5.2.2. To manage the administrative and financial affairs of the Central Administration,

Section 5.2.3. To manage all legal business of Urantia Association, including, but not by way of limitation,

- a. maintaining the tax-exempt status of Urantia Association,
- b. preparing and filing US income tax returns, and
- c. reporting or filing all corporate requirements with the United States or the State of Illinois governmental agencies,
- d. the License Agreement with Urantia Foundation.

Section 5.2.4. To exercise the legal powers and authority of Urantia Association subject to the limitations set forth in these Bylaws,

Section 5.2.5. **International Policies, Procedures and Rules.** To work with the IRC to draft necessary international policies, procedures and rules that are consistent with the Articles of Incorporation and these Bylaws.

Section 5.2.6. To approve a proposed annual Central Administration Budget, along with detailed line-item notes, which shall be submitted to the IRC,

Section 5.2.7. To supervise implementation of the annual Central Administration Budget,

Section 5.2.8. To review the application and make a recommendation to the IRC regarding the chartering of any new Constituent Association, and



Section 5.2.9. To provide advice and guidance to the Affiliate Associations, and foster growth and merger into National Associations.

Section 5.3. Specific Powers. The ISB shall have the specific power to:

Section 5.3.1. **Agents and Employees.** Appoint and remove all agents and employees; prescribe powers and duties for them that are consistent with the applicable law, the Articles of Incorporation, and these Bylaws; and fix their compensation, provided such compensation is within the current approved budget or otherwise pre-approved by the IRC.

Section 5.3.2. **ISB Administrative Directives and Procedures.** Enact, by resolution, such administrative directives, and procedures as necessary for the transparent and efficient running of the Central Office and the execution of the duties of the ISB.

Section 5.3.3. Exercise all other powers conferred by the General Not for Profit Corporation Act of the State of Illinois, USA, or other applicable laws, and not inconsistent with the Articles of Incorporation of Urantia Association.

Section 5.3.4. **Investigate.** Conduct investigations of petitions to the ISB including for Termination of Membership and Expulsion of a Constituent Association and shall have the right to obtain any evidence from, including the testimony of, any Member of Urantia Association, which is needed to determine any matter pending before the ISB.

Section 5.3.5. Rule on Petitions to Terminate Membership and make a recommendation to IRC on any Petition for Expulsion of a Constituent Association.

Section 5.4. Contracts, Loans, Checks, Deposits, Funds, and Budget

Section 5.4.1. **Contracts.** No legal contract shall be executed in the name of the Association unless authorized by a resolution of the ISB. The ISB may by resolution authorize any ISB Officer or Member to execute a contract in addition to the President so authorized by these Bylaws.

Section 5.4.2. **Loans.** No loans shall be contracted on behalf of Urantia Association and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the IRC. Such authority may be general or confined to specific instances.

Section 5.4.3. **Checks, Drafts, Internet Transactions, etc.** All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of Urantia Association, shall be signed, or the respective Internet financial transactions executed, by such officer agent of Urantia Association and in such manner as shall from time to time be determined by resolution of the ISB. In the absence of such determination by the ISB, such instruments shall

be signed and such transactions executed by the Treasurer and countersigned by the President or the Vice-President of Urantia Association.

Section 5.4.4. **Funds.** All funds of Urantia Association shall be deposited either to the credit of Urantia Association in such banks, trust companies, or other depositories as the ISB may select or shall be invested in such other manner as the ISB may select.

Section 5.4.5. **Gifts.** The ISB may accept on behalf of Urantia Association any dues, fees, assessments, contributions, gifts, bequests, or other money, property or things of value for the general purposes or for any special purpose or project of Urantia Association. The ISB must receive, in writing, the terms of any restricted gift; otherwise the gift will be accepted only as an unrestricted gift.

Section 5.4.6. **Budget.** The budget of the Central Administration shall be prepared by the ISB and submitted to the IRC by the first day of the last quarter preceding the commencement of the fiscal year for which the budget is intended.

Section 5.4.7. **Conflicts of Interest.** Urantia Association shall not enter into any contract with any Member of the Central Administration or with any other corporation, firm, association, or other entity in which any Member of the Central Administration has a material or financial interest, directly or indirectly or in which any Member of the Central Administration is an officer or board member unless:

- a. The material facts regarding the interest of such Member in such contract or transaction are fully disclosed in good faith and are noted in the minutes, or are known to all the ISB and the IRC Representatives before consideration by the ISB or the IRC of such contract or transaction; and
- b. Before authorizing or approving the transaction, the ISB and the IRC consider and in good faith decide after reasonable investigation that Urantia Association could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and
- c. Such contract or transaction is authorized in good faith using Section 9.3 Voting by the ISB and the IRC sufficient for that purpose without counting the vote of the interested Member; and
- d. Urantia Association enters into the transaction for its own benefit and the transaction is fair and reasonable to Urantia Association and in furtherance of its purposes.

Section 5.5. Qualifications of ISB Officers and Members

Section 5.5.1. Each ISB Officer or Member shall be a Member of Urantia Association and possess such other qualifications as may be specified by resolution by the IRC from time to time. An ISB Officer or Member may not simultaneously hold any other office in the Central Administration, be an IRC Member or IRC Participant, or be an independent contractor or employee of Urantia Association.

Section 5.6. Terms of Office.

Section 5.6.1. **Current ISB Officer and Member Term of Office.** The terms of the current ISB Officers or Members serving at the time of the adoption of these Bylaws shall continue.

Section 5.6.2. The term of office shall continue to be four years. Terms will continue to be staggered to provide continuity in the management of Urantia Association, with elections continuing to be held every two years.

Section 5.6.3. No ISB Officer or Member shall serve for more than two consecutive terms after which the Officer or Member may not serve on the ISB for at least two years. Resignation from a four-year term or election to a vacancy with a remaining term of more than two years shall count toward the two-term limit.

Section 5.7. Manner of Acting

Section 5.7.1. **Actions of the ISB.** Only actions approved at a properly convened ISB meeting shall constitute the action of the ISB. An affirmative vote by the Section 9.3 Voting procedures is required to pass any action by the ISB unless otherwise specified in this Article V or unless the law requires a greater percentage. All decisions made by the ISB shall be in the form of a resolution.

Section 5.7.2. **Submission to the IRC.** Whenever, in the judgment of one-third of the ISB members present at a meeting, a decision to take any action involves a matter of principle or international policy or a international matter not previously authorized by resolutions passed by the IRC, the matter shall be submitted to the IRC for a vote prior to proceeding, and the ISB is expected to refrain from taking the proposed action until or unless approved by the IRC.

Section 5.8. Officers and Assistants

Section 5.8.1. **Officers.** The Officers of the Association shall include a President, a Vice-President, a Treasurer, and a Secretary.

Section 5.8.2. The Officers shall constitute the Board of Directors for purposes of complying with Illinois law.

Section 5.8.1.a. Officer Duties.

i. **President.** The President is the Chief Executive Officer of Urantia Association. The President shall:

1. Subject to the direction and control of the ISB and the IRC, have charge of the business and affairs of Urantia Association.



2. Preside at meetings of the ISB, the Executive Team, and the IRC (unless assigned to the Vice-President).
3. Submit budgets and resolutions proposed by the ISB for review and ratification by the IRC.
4. Submit ISB approved written quarterly reports of the ISB activities to the IRC.
5. Submit approved minutes of all the ISB meetings to the IRC.
6. Serve as liaison between Urantia Association and other organizations.
7. Execute for Urantia Association any contracts, deeds, mortgages, bonds, or other instruments that the ISB or the IRC has authorized to be executed.
8. Perform all duties incident to the office of President and such other duties as may be prescribed by the ISB or the IRC.
9. Serve as a member of the Executive Team.
10. Participate as a member of the Fundraising Committee.

ii. **Vice-President.** The Vice-President shall:

1. Assist the President in the discharge of his/her duties, as the President may direct, and perform such other duties as may be assigned by the President, the ISB, or the IRC.
2. If the President is absent from a meeting, or should the President so request, the Vice-President shall perform the duties of the President and, when so serving, shall have all the powers of and be subject to all the restrictions upon the President.
3. Serve as a member of the Executive Team.
4. Participate as a member of the Fundraising Committee.

iii. **Treasurer.** The Treasurer shall be the principal accounting and financial officer of Urantia Association and shall:

1. Have charge of, and be responsible for, the maintenance of adequate books of account for Urantia Association and for preparation of quarterly financial reports to the ISB and the IRC.
2. Have charge and custody of all funds of Urantia Association, and be responsible for the receipt and disbursement of the Associations funds.
3. Oversee preparation of the annual Central Administration Budget with detailed line-item notes for the ISB and the IRC.
4. Communicate with the treasurers of Constituent Associations regarding annual financial reports and acknowledge receipt from each Constituent Association.
5. Chair the Finance Committee.
6. Coordinate with outside accountants, CPAs and auditors and oversee the filing of all necessary tax documents.
7. Perform all duties incident to the office of Treasurer and such other duties as may be assigned by the President, the ISB, or the IRC.

8. Serve as a member of the Executive Team.

iv. **Secretary.** The Secretary shall:

1. Assist the President with preparation and distribution of agendas for meetings of the ISB, the Executive Team, and the IRC.
2. Serve as a member of the Executive Team.
3. Assist the Executive Team with assembling quarterly written reports to the IRC of the ISB activities.
4. Cause all notifications to Members and others to be given in accordance with the provisions of these Bylaws or as required by law.
5. Conduct a roll call at the commencement of each meeting of the ISB, the Executive Team, and the IRC.
6. Record minutes of the meetings of the ISB, the Executive Team, and the IRC.
7. Maintain a register of the contact information for each Central Administration Member as furnished to the ISB by each Member.
8. Ensure that the members of the ISB are given access to the online Internet and other meetings for which they are eligible to participate.
9. Maintain and have general charge of all Urantia Association records.
10. Record any approved changes to the governing documents of Urantia Association and provide copies of documents to others in accordance with these Bylaws or by law.
11. Perform all duties incidental to the office of Secretary and such other duties as may be assigned by the President, the ISB, or the IRC.

Section 5.9. Assistant Financial Officers and Assistant Secretaries. The ISB may by resolution appoint assistant treasurers and/or assistant secretaries, as necessary, but unless the appointee is an elected Member of the ISB, he/she may not vote and may attend meetings only at the request of the ISB or the Executive Team.

Section 5.10. Executive Team.

Section 5.10.1. The Executive Team shall be the President, Vice President, Treasurer and Secretary. The President shall be the chair.

Section 5.10.1.a. The Executive Team may invite other ISB members to join meetings as necessary.

Section 5.10.2. Executive Team Authority.

- a. to advise, review, research, and recommend to the ISB.
- b. to make emergency decisions on behalf of the ISB when it is impossible to call the ISB into emergency session. Any such decisions must be made known to the ISB immediately and ratified at the next ISB meeting.

Section 5.10.3. The ISB by resolution may delegate additional authority and/or duties to the Executive Team and the ISB may also remove any delegated additional authority or duties.

Section 5.10.4. **Executive Team Duties.**

- a. To administer any Association business which falls outside the realm of the ISB committees or is requested by an ISB member,
- b. To nominate, oversee and evaluate the performance of the Executive Administrator, and/or an Executive Director,
- c. To compile and provide the Quarterly ISB Report to the IRC,
- d. To provide input to the IRC during development and updating of the long-range plan, and review progress with the IRC yearly,
- e. To oversee execution of the ISB portion of long-range plan,
- f. To assure the efficiency and effectiveness of ISB operations, programs, services,
- g. To rule on an exemption requested by a Constituent Association regarding an IRC resolution in conflict with the laws of a country or locality in which it operates, and
- h. To review recommendations regarding the proposed by-laws and chartering of a new Constituent Associations and provide a recommendation to the ISB.

Section 5.10.5. **Executive Team Manner of Acting.** The act of a majority of the Executive Team members shall constitute the act of the committee.

Section 5.11. ISB Officer or Member Nominations.

Section 5.11.1. Six months prior to expiration of the term of any ISB Officer or Member, or immediately upon the occurrence of a vacancy on the ISB, the President shall issue a call to the ISB and the IRC for nominations to be submitted to the Secretary within 45 days. The call for nominations shall include the position title(s), the term(s) of office, and required or recommended qualifications for the office(s). The Members of the IRC shall thereupon encourage the call for nominees to be broadly communicated within the Constituent Associations.

Section 5.11.2. Nominations for any position on the ISB may be made (1) by any current ISB Officer or Member, (2) by any Member of the IRC, (3) by any Constituent Association, or (4) by a nomination signed by at least ten Members.

Section 5.11.3. Nominations must state the position for which the candidate is nominated and certify that the candidate is willing and able to serve and meets the qualifications and time commitments for the position. Nominations must also include background information regarding the candidate's relevant experience, references, language skills, prior Urantia Association service, and any information pertinent to the candidate's qualifications to serve as an ISB Officer or Member.



Section 5.11.4. Within 15 days after closing of the nomination period, the Secretary shall compile all nominations and present a list of candidates to the IRC along with the background information on each candidate.

Section 5.11.5. It shall be the responsibility of the IRC to conduct elections in accordance with these Bylaws.

Section 5.12. Removal. Any two members of the ISB, any two IRC Members, or any National Association may petition the IRC to commence proceedings for removal of an ISB Officer or Member. Any ISB Officer or Member may be removed with or without cause, by vote of the IRC. Removal as an ISB Officer or Member also constitutes removal from any office or committee of the ISB.

Section 5.13. Vacancies.

Section 5.13.1. A vacancy on the ISB shall occur in the event of the death, resignation, or removal of any ISB Officer or Member.

Section 5.13.2. **Temporary Vacancy on the ISB.** When a vacancy occurs with respect to any ISB Officer or Member other than President, the ISB, by a simple majority of a quorum of votes cast, may elect a current or previous ISB Officer or Member to assume the duties of the vacant office, in addition to any duties already assign to them, until a candidate is elected by the IRC to fill the vacancy.

Section 5.13.2.a. When a vacancy occurs in the office of President, the Vice-President is automatically empowered to act as President until the IRC elects a President.

Section 5.14. Meetings

Section 5.14.1. **Meeting Notification.** The date, time, method of meeting or location must be provided to all attendees at least ten (10) calendar days prior to the meeting date. The agenda, prior meeting minutes and all support materials must be provided to all attendees at least three (3) calendar days prior to the meeting date.

Section 5.14.2. **Special Meetings.** Meetings of the ISB may be called by the President or any two members of the ISB provided all members of the ISB are notified of the meeting and provided with the agenda, time, date, meeting method or location, and all support materials at least seven (7) calendar days prior to the meeting date, unless all members of the ISB agree to meet without service of notification.

Section 5.15. Compensation. No member of the ISB shall be entitled to compensation by Urantia Association for their services as a member of the ISB, but by resolution of the IRC, each

member of the ISB may be allowed a fixed sum and/or reasonable travel expenses (not to exceed actual expenses incurred) to attend each meeting of the ISB.

Section 5.16. ISB Committees. The ISB may form committees as it deems necessary to the execution of its duties. The ISB may also modify or terminate any committee.

Section 5.16.1. All committees active on the date of approval of these First Amended Bylaws shall continue indefinitely unless and until the ISB decides to modify or terminate such committee(s).

Section 5.16.2. All committees shall have a charter stating the purpose(s), duties, forming entity, and ISB oversight needs.

Section 5.16.3. The ISB shall fix committee member terms of service and shall confirm and remove all members.

Section 5.16.4. The committee chair sets the number of committee members and nominates the committee members.

Section 5.16.5. Each committee may create sub-committees or working groups that act within the committee's charter and that endure for so long as the committee determines.

Section 5.16.6. All committees and working groups and their individual members serve at the pleasure of the ISB.

Section 5.16.7. **Committee Authority.** A committee does not have any authority to act on, to implement, or to execute any of its recommendations or begin any new activity, program or project. A committee only has authority to:

- a. Investigate, research, report and make recommendations to the forming entity, and
- b. Execute its assigned duties and any other tasks, projects, and programs properly approved according to these Bylaws and assigned to them.

Section 5.16.8. **Manner of Acting.** The act of a majority of the members of any committee shall constitute the act of the committee.

Section 5.17. Petition for Termination of Membership

Section 5.17.1. The ISB shall promptly review any Petition for Termination of Membership or Expulsion of a Constituent Association and request additional evidence or testimony if required from the Petitioners or any other Member of the Association.



Section 5.17.2. If the ISB finds the petition and any additional information lack a showing of cause for termination or expulsion, then the ISB shall promptly give notification to the petitioners and the Member or Constituent Association of their finding and reasoning.

Section 5.17.3. If the ISB finds evidence and reasoning in the petition that show cause for termination of membership, then the ISB shall vote on the Petition for Termination of Membership and ISB President shall promptly give notification of the result to the petitioners, the Member and the Member's Constituent Association, along with a copy of the petition and evidence.

Section 5.18. Expulsion of a Constituent Association.

Section 5.18.1. The ISB shall promptly review any Petition for Expulsion of a Constituent Association and request additional evidence or testimony if required from the petitioners or any other Member of the Association.

Section 5.18.2. If the ISB finds evidence and reasoning in the petition that show cause for expulsion of a Constituent Association, then the ISB shall provide their report, all evidence and a resolution for expulsion to the IRC.

Section 5.18.3. If the IRC approves expulsion, the ISB shall execute such documents as required to affect the expulsion, revoke the Charter Agreement between the Constituent Association and Urantia Association International, and comply with any applicable dissolution provisions.

ARTICLE VI

INTERNATIONAL JUDICIAL COMMISSION (IJC)

Section 6.1. General

Section 6.1.1. The IJC is the judicial branch of Urantia Association and is responsible for interpreting Urantia Association's governing documents, preserving the rights of Members and Constituent Associations, and providing conflict resolution.

Section 6.1.2. The IJC consists of a minimum of three and a maximum of seven Members, as set by the IRC.

Section 6.1.3. The decisions of the IJC are binding on the ISB, the IRC, and all Constituent Associations.

Section 6.2. Duties. The duty of the IJC is to:

Section 6.2.1. Provide fair, prompt and just means of resolving disputes within the Central Administration and within Constituent Associations.

Section 6.2.2. Interpret Urantia Association governing documents.

Section 6.2.3. Upon receipt of any petition forwarded by the ISB and as the IJC deems reasonable, conduct any further investigation, promptly issue a written, reasoned decision on the petition. Immediately forward the IJC's decision to the ISB, to the petitioners, and to the individual or entity that is the subject of the petition. The decision will be binding immediately on the Association, the Constituent Associations, and any person who is the subject of the petition.

Section 6.2.4. Upon request and as it deems reasonable, provide conflict resolution assistance.

Section 6.3. Rules of Procedure, Interpretation, Review, Etc.

Section 6.3.1. **Rules of Procedure.** The IJC shall develop and publish Rules of Procedure for matters brought before the IJC. The Rules of Procedure may be amended from time to time by the IJC. The Rules of Procedure shall be published and furnished to the ISB Secretary, who shall make copies available upon request to any Urantia Association Member.

Section 6.3.2. **Interpretation of Governing Documents.** In matters of interpretation, the provisions of the Articles of Incorporation shall control over the provisions of the Association's Bylaws, and the Association Bylaws shall control over any Association rules or policies. The Urantia Association Bylaws, rules and policies shall control over the governing documents of Constituent Associations, unless an exemption is granted.

Section 6.3.3. **Discretionary Review.** The IJC may elect to attempt to resolve a matter by mediating among the relevant parties prior to deciding whether to formally hear a matter.

Section 6.3.4. **Sub-Commissions and Specialized Language Commissions.** The IJC may from time to time appoint a minimum of three of its Members to serve on sub-commissions or Specialized Language Commissions that investigate matters and advise the IJC.

Section 6.3.5. **Witnesses and Evidence.** The IJC shall have the right to obtain any evidence from, including the testimony of, any Member of Urantia Association, which is needed to determine any matter pending before the IJC.

Section 6.3.6. **Disposition, Publication.** The IJC shall endeavor to adjudicate all matters submitted to it within a reasonable period of time.

Section 6.3.6.a. The decisions of the IJC shall be in writing. Every Member has the right to ask for and receive a copy of any decision. Each decision of the IJC shall set forth the specific question(s) or issue(s), the evidence considered by the IJC in reaching its determination, the analysis of the

IJC, including any principles of interpretation or other legal principles relied upon in reaching the decision, and a brief but complete reasoned statement of its decision.

Section 6.3.7. **Finality and Reconsideration.** The decisions of the IJC are final. If new evidence should become available after a decision has become final, that if previously known to the IJC would have materially affected its decision, the IJC may, on the request of any Member of Urantia Association or on its own, reopen the matter for further proceedings.

Section 6.3.8. **Manner of Acting.** The IJC Commissioners shall make a reasonable effort to work by unanimity. However, in the event unanimity cannot be achieved after a reasonable effort, the decision of a majority of members of a quorum of the IJC shall be conclusive.

Section 6.4. Nominations and Qualifications

Section 6.4.1. The ISB shall nominate candidates for IJC Commissioner, and the IRC shall elect each commissioner from these nominees.

Section 6.4.2. To be eligible for service on the IJC, a person must:

- a. Be at least 40 years of age,
- b. Be a Member of Urantia Association,
- c. Satisfy other criteria that the IRC may from time to time impose.

Section 6.4.3. **Chief Judicial Commissioner.** In order to serve as the Chief Judicial Officer, it is preferable that a candidate has had substantial experience in dispute resolution, has completed a course of legal training, and has previously served as an Association Judicial Commissioner.

Section 6.5. Election. Election of Judicial Commissioners is conducted in accordance with the election procedures prescribed in Section 4.6, with the exception that a call for nominations shall be issued only to the ISB and not to the IRC.

Section 6.6. Judicial Commission Members

Section 6.6.1. **Term of Office.** The term of office for a Judicial Commission Member shall be six (6) years. The terms of the IJC Members serving at the time of the approval of these Bylaws shall continue. The number of terms that a IJC Member may serve in any combination of positions on the Judicial Commission is limited to three (3) terms, regardless of whether such terms are served consecutively or cumulatively. The terms of Judicial Commission Members shall be staggered so that no more than approximately one-third of Judicial Commission seats shall become vacant for election in the same year.



Section 6.6.2. **Chief Judicial Commissioner.** The Chief Judicial Commissioner shall preside over all activities of the Judicial Commission. The Chief Judicial Commissioner shall assign duties to the other Judicial Commissioners based on their experience.

Section 6.6.3. **Judicial Commissioner.** The Judicial Commissioners shall assist the Chief Judicial Commissioner and shall be eligible to chair a sub-commission.

Section 6.7. Meetings. The IJC shall hold meetings as often as may be necessary for the efficient conduct of its business.

Section 6.8. Compensation. IJC Commissioners shall not receive compensation for their services.

Section 6.9. Removal, Resignation, and Vacancies.

Section 6.9.1. **Removal.** Removal of the members of the Judicial Commission shall be governed by the provisions for removal of members of the ISB (see Section 5.12).

Section 6.9.2. **Resignation.** Resignations of Judicial Commission members shall be submitted to the President of the ISB.

Section 6.9.3. **Vacancies.** A vacancy or vacancies on the Judicial Commission shall be determined under the provisions for vacancies on the ISB (see Section 5.13.).

Section 6.9.3.a. **Appointing a Temporary Judicial Commissioner in the Event of Vacancy.** When a vacancy occurs within the Judicial Commission, the Judicial Commission may by a majority vote of its members, nominate any qualified member of the Association to be appointed to serve in the vacant position until a new Commissioner is elected by the IRC. This temporary appointment shall be ratified by resolution of the ISB.

Section 6.10. Additional Judicial Commissioners. When the Judicial Commission determines that a need for one or more additional Judicial Commissioners exists, the Judicial Commission shall submit a request to the ISB President. The initial term length shall be consistent with the practice of staggered elections so that no more than approximately one-half of Judicial Commission members are elected in one year. The President shall submit a resolution to create an additional Judicial Commission position that when passed by the IRC, a vacancy shall be deemed to exist on the Judicial Commission, which shall be filled in accordance with the provisions of these Bylaws.

ARTICLE VII

CONSTITUENT ASSOCIATIONS

Section 7.1. General

Section 7.1.1. A Constituent Association shall be a membership organization in accordance with the legal requirements of the country or countries and localities in which it operates.

Section 7.1.2. A Constituent Association is either a National Association or an Affiliate Association. Any National Association or Affiliate Association existing immediately before the adoption of these First Amended Bylaws shall continue to have the same status.

Section 7.1.3. Chartered Constituent Associations that are active at the time of adoption of these First Amended Bylaws shall modify their governing documents to conform to these First Amended Bylaws,

Section 7.1.4. No Constituent Association may act as a for-profit organization.

Section 7.1.5. Each Constituent Association determines the internal structure that best fulfills the mission and purposes of Urantia Association.

Section 7.1.6. A Constituent Association is self-governing and autonomous in all aspects of its internal affairs except:

- a. each Constituent Association is administered by at minimum four qualified and elected officers.
- b. to the extent its affairs affect another Constituent Association, the Central Administration, or Urantia Association as a whole.
- c. if it is out of compliance with the laws of the country or countries and localities where it operates.
- d. if it is not abiding by these Bylaws, or the Association's policies, procedures or rules.

Section 7.2. National Associations

Section 7.2.1. National Associations have a minimum of thirty Members. Only one National Association can be formed for operation within the national boundaries of any country or specified group of countries. National Associations can be formed for operation only in countries recognized by the United Nations.

Section 7.3. Affiliate Associations

Section 7.3.1. Affiliate Associations have a minimum of ten Members and are formed to serve a specific geographical locality or designated constituency. There can be multiple Affiliate Associations operating within a single country.

Section 7.3.2. When a National Association is formed that operates in the specific geographic locality or designated constituency served by an Affiliate Association, that Affiliate Association is merged into the newly formed National Association, unless an exemption is granted by the ISB and the IRC.

Section 7.3.3. The ISB will provide advice and guidance to the Affiliate Associations to foster growth and merger into a National Association.

Section 7.4. Duties of Constituent Associations.

Section 7.4.1. To fulfill the purposes and mission of Urantia Association within their designated geographic boundaries or constituency,

Section 7.4.2. To manage their administrative, financial, and legal affairs,

Section 7.4.3. To hold a minimum of one annual meeting of the membership,

Section 7.4.4. To abide by these Bylaws, the Urantia Association's policies, procedures, and rules including but not limited to the Privacy Policy, Code of Ethics and Logo Usage Policy, and

Section 7.4.4.a. if a section of the Association Bylaws, or any Association policy or procedure or rule appears to conflict with the laws of a country or locality where a Constituent Association operates, that Constituent Association may submit a Request for Exemption to the ISB President,

Section 7.4.5. National Associations to provide two representatives (IRC Members) to serve on the IRC, and Affiliates to provide one or two Participants to the IRC (See Section 4.1.3), and

Section 7.4.5.a. To immediately notify the IRC Chair of any change of IRC Member or Participant including their name and email address for inclusion on the IRC Email List.

Section 7.4.6. To maintain an efficient system for promptly processing and approving membership applications, change of residence requests, and reporting membership data to the Association's Central Office.

Section 7.4.7. To contribute at least ten percent of its annual gross income each year to Urantia Association. Annual gross income shall include membership dues, fees, subscription fees, sales proceeds, gifts and donations, and the net conference income.

Section 7.4.8. To provide up to date membership lists to the Central Office of the Association by the end of January of each year.

Section 7.4.9. To provide to the ISB within thirty (30) calendar days after approval a copy of any amended governing documents.

Section 7.5. Forming a New Constituent Association

Section 7.5.1. When a group of Members decide to form a new Constituent Association or one or more Affiliate Association decides to form a National Association, the first step is to make a request to the President of the ISB. A designated ISB Member will initiate and guide the applicants through the Chartering Process.

Section 7.5.2. A Constituent Association is formed in accordance with the legal requirements of the country or countries and localities in which it operates and the requirements of these Bylaws and the Chartering Process.

Section 7.5.3. When a National Association is formed, Members within its national or multi-national boundaries become Members of the National Association.

Section 7.5.4. Each new association must draft their own governing documents which set forth how they will operate and that do not conflict with these Bylaws or Urantia Association's governing documents or policies.

Section 7.5.5. The IRC makes the final decision to admit all new Constituent Associations including new National Associations formed by combining one or more Affiliates.

Section 7.5.6. Upon IRC approval, a Chartering Agreement between the new Constituent and the Association is executed.

Section 7.6. Inactive Status.

Section 7.6.1. **National Associations.** Should the membership of a National Association fall below 30 Members, the ISB shall declare it to be an Affiliate Association. If a National Association has less than four qualified and elected officers for a period of more than one year, the association will be placed on inactive status by the ISB with notification to the IRC.

Section 7.6.2. **Affiliate Associations.** If the membership in an Affiliate Association falls below 10 Members, or if the association has less than four qualified and elected officers for a period of more than one year, the association will be placed on inactive status by the ISB with notification to the IRC.

Section 7.6.3. **Dissolution.** Once put on inactive status, if the Constituent Association is not reactivated within one year, unless the ISB grants an extension, then it shall be dissolved and any funds held in reserve shall be distributed as set forth under the Constituent's governing documents

provisions in the event of dissolution. In the event a Constituent's governing documents do not contain a provision related to distribution of funds upon dissolution, the funds shall be distributed to Urantia Association International and deposited by the ISB Treasurer into the operations general bank account.

Section 7.7. Expulsion of a Constituent Association

Section 7.7.1. If a Constituent Association is found to have engaged in conduct materially and seriously prejudicial to the mission and purposes of the Urantia Association International, its governing documents, policies, or procedures, and/or has otherwise violated these Bylaws, or has exhibited a chronic inability or lack of willingness to support the mission and purposes of Urantia Association, or to work within the established organizational structure of Urantia Association, the Constituent Association may be expelled from Urantia Association in the manner prescribed in these Bylaws.

Section 7.7.2. Any five Members of a Constituent Association, any group of at least five Members of the IRC, or any group of at least five Members of the ISB may petition the President of the ISB for the expulsion from Urantia Association of a Constituent Association. The petitioners must provide the specific allegations for expulsion along with substantiating evidence.

Section 7.7.3. Any appeal to the IJC of a ruling by the IRC must be made within 15 calendar days from date of the IRC expulsion vote.

Section 7.8. Conflict Resolution. Should a conflict arise within a Constituent Association, any group of three or more Members of the Constituent Association may petition the IJC for assistance in mediation, conflict resolution, and establishment of a conciliation commission.

ARTICLE VIII

MEMBERSHIP

Section 8.1. To become a formal Member of Urantia Association, a person must be a member of a Constituent Association.

Section 8.1.1. A Member must also attest to having read *The Urantia Book* in its entirety. In addition, the person must support the teachings of *The Urantia Book*, support the mission and purposes of Urantia Association, and agree to abide by these Bylaws, Urantia Association's policies, and any governing documents of the person's Constituent Association.

Section 8.1.2. A Member is entitled to vote in their assigned Constituent Association and, if qualified, is eligible to be appointed to or to hold office in their assigned Constituent Association or the Central Administration.

Section 8.1.3. An individual shall be a Member of only one Constituent Association.

Section 8.2. Application for Membership. A person may apply for Membership by submitting an application. To become a Member requires the applicant to provide an e-mail address and a mailing address. Applications are referred to the appropriate Constituent Association for approval.

Section 8.3. Member Responsibilities. A Member shall:

Section 8.3.1. support the mission and purposes of Urantia Association.

Section 8.3.2. comply with the Urantia Association Bylaws, policies and procedures, including the Privacy Policy and Code of Ethics.

Section 8.3.3. promptly apprise the Secretary of the Constituent Association or the Association's Central Office of any change in contact information, change of residency or change of country of residence.

Section 8.3.4. remain current in paying any dues or other financial debt owed to Urantia Association and to any Constituent Association.

Section 8.3.5. provide any requested evidence, including testimony, which is needed to determine any matter pending before the IRC, ISB or the IJC.

Section 8.4. Change of Country of Residency.

Section 8.4.1. If the Member changes residency to another country, the Member shall be reassigned to the Constituent Association appropriate to the new location, unless the Member petitions the President of the ISB to keep membership with the current Constituent Association and that association agrees.

Section 8.5. Resignation. A Member may resign from Membership by giving written notification of resignation to the Secretary of their Constituent Association or to the Urantia Association Central Office. Upon such notification, the Member will no longer be subject to any future dues or other future financial obligations to either Urantia Association or the assigned Constituent Association but will continue to be responsible for any past dues or other past financial obligations.

Section 8.6. Termination of Membership

Section 8.6.1: **Causes for Termination of Membership.** A person's status as a Member shall be subject to termination on occurrence of any one or more of the following:

- a. Failure to be current with any required dues or other financial debt owed to Urantia Association or to any Constituent Association.
- b. Breach of the Association's Code of Ethics, or any other circumstance that would make the person ineligible to be a Member.
- c. Failure to fulfill the responsibilities in Section 8.3 of these Bylaws.
- d. Engaged in conduct in substantial conflict with the mission of Urantia Association.
- e. Violated the governing documents of Urantia Association or of any Constituent Association in which the person is a member.
- f. Exhibited a chronic lack of willingness to support the purposes of Urantia Association or to follow established organizational procedures of either Urantia Association or of any Constituent Association in which the person is a member.
- g. Knowingly borne false witness against another Member, or knowingly made a material, false statement during the person's duties for Urantia Association or for any Constituent.

Section 8.7. Involuntary Termination of Membership.

Section 8.7.1. Any five Members may submit to the President of the ISB a written petition for involuntary termination of a person's status as a Member. The petition shall state the grounds for termination and be substantiated with evidence.

ARTICLE IX

CONDUCT OF MEETINGS, VOTING, GENERAL PROCEDURES, OFFICIAL LANGUAGE, TRANSLATIONS, AND NOTIFICATIONS

Section 9.1. Meetings

Section 9.1.1. **Properly Convened Meeting.** A properly convened meeting is one where proper notification is given and a quorum is present.

Section 9.1.2. **Sufficient Meetings.** All bodies of the Central Administration shall hold meetings as often as may be necessary for the efficient conduct of its business.

Section 9.1.3. **Equitable Participation.** All bodies of the Central Administration shall conduct their respective meetings either electronically or by such other means of communication that reasonably allows for full participation by all its members.

Section 9.1.4. **Meeting Minutes.** The Central Administration and each committee or team of the Central Administration shall record minutes of its deliberations, recommendations, and conclusions. These minutes shall be provided to the ISB Secretary.



Section 9.1.5. **Quorum.** One-half of the eligible voting Members of any body or committee of the Central Administration shall constitute a quorum for the transaction of any business of that body or committee.

Section 9.2. Voting

Section 9.2.1. Each voting Member in the Central Administration has only one vote.

Section 9.2.2. **Proxy Voting.** Proxy voting is permitted for the IRC, but not for the ISB, the IJC or Central Administration committees. Any proxy must be exercised only by another Member of the Constituent Association.

Section 9.2.3. **Majority.** Except as otherwise stated in these Bylaws, sixty percent majority of votes cast by a quorum of the voting body shall determine the outcome of all elections and all other matters put to a vote.

Section 9.3. Official Language. English is the official language of the ISB and the IJC. IRC Representatives and Participants may use their native languages in deliberations, as long as translators are reasonably available. Meeting minutes and other documents of the IRC shall be provided in English only.

Section 9.4. Notification. Any notification to be given to any Member or entity shall be deemed sufficient if sent to the contact address or email on record with the Association.

ARTICLE X

FINANCIAL STATUS

Section 10.1. Urantia Association International must operate as a not-for-profit organization.

ARTICLE XI

FUNDING

Section 11.1. Urantia Association and Constituent Associations may fund their activities through membership dues, fees, proceeds from newsletter subscriptions and other sales, through solicited or unsolicited gifts and donations, conference fees, and through any other avenues approved by the IRC.

Section 11.2. The financial books and records of Urantia Association and the Constituent Associations shall be complete and accurate and shall comply with all required financial reporting



requirements of the country or countries where Urantia Association or a Constituent Association respectively operates. Constituent Associations shall provide timely financial statements as may be necessary for Urantia Association to comply with its financial reporting requirements.

ARTICLE XII

RECORDS, FISCAL YEAR

Section 12.1. Books and Records. The ISB shall keep correct and complete books, records of account, and minutes of the proceedings of the ISB, the IRC, and the IJC. It shall keep a record of the contact information of the Members and of the current officers of each Constituent Association at the registered or principal office of Urantia Association. All books and records of Urantia Association may be inspected by any Member of the ISB or their agents or attorneys for any proper purpose upon reasonable notification and at reasonable times and frequencies.

Section 12.2. Fiscal Year. The fiscal year of Urantia Association shall be the calendar year.

ARTICLE XIII

CORPORATE OFFICES

Section 13.1. Corporate Offices. Urantia Association shall continuously maintain in the State of Illinois, United States, a registered office, and may have other offices within or without the State.

ARTICLE XIV

DISSOLUTION

Section 14.1. Dissolution: If a Constituent Association of Urantia Association dissolves, or is expelled from Urantia Association, its assets will be transferred automatically, without further consideration, to its successor organization. If there is no successor organization, all assets will be so transferred to Urantia Association, if it exists, and if not, then to Urantia Foundation, 533 Diversey Parkway, Chicago, Illinois 60614 USA. If Urantia Association dissolves, then all of Urantia Association's assets will be so transferred to Urantia Foundation. In the event Urantia Foundation does not exist at the time of the dissolution of Urantia Association, all such Urantia Association assets will be so transferred to one or more tax exempt organizations within the meaning of Section 501(c)(3) of the United States Internal Revenue Code, or any corresponding section of any future United States tax code, or will be distributed to the United States government, or to a state or local government within the United States, for a purpose closely aligned with the purpose stated in Urantia Association's Articles of Incorporation. Any such assets not disposed



of will be disposed of by a court of competent jurisdiction in the county in which the principal office of Urantia Association is then or was last located, exclusively to such organization or organizations for such purposes, as said court determines.

ARTICLE XV

AMENDMENTS

Section 15.1. General. These Bylaws may be altered, amended or repealed, and shall be adopted by sixty percent of the IRC members and sixty percent of the ISB members each acting separately at any meeting of the IRC or the ISB, provided notification of such pending action and the wording thereof has been provided to each Member of the IRC and the ISB at least thirty (30) days prior to the vote being taken. An amendment may be initiated by either the IRC or the ISB.

Section 15.2. Prohibited Amendments. Urantia Association Bylaws may not be amended to include any provision that conflicts with Illinois law, or the Articles of Incorporation.

Section 15.3. Records of Bylaws and Amendments. A copy of the current Urantia Association Bylaws will be maintained at the principal office of the corporation. A copy of the current Bylaws shall be made promptly available to any Member of the Central Administration and to any officer of a Constituent Association upon a reasonable request for such copy.