

ARTICLE I

Identification

Section 1.01 Name. The name of this corporation is Unity Truth Center d/b/a/ Unity of Indianapolis and Unity Church of Indianapolis.

Section 1.02 Statement of Purpose. The purpose of Unity Church of Indianapolis, an Indiana not-for-profit corporation, is to teach the universal principles of Truth, as taught and demonstrated by Jesus Christ and interpreted by Unity School of Christianity and the Association of Unity Churches, a nonprofit corporation organized and existing under the laws of the state of Georgia, with headquarters at Lees Summit, Missouri, hereinafter referred to as the Association.

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

Section 1.03 Association of Unity Churches - Membership and Responsibilities. Unity Church of Indianapolis is a member of the Association of Unity Churches. The operation and conduct of this ministry shall comply with the regulations and policies of the Association as outlined in the Association Bylaws, insofar as they do not conflict with the laws of the State of Indiana or Section 6.01(c)(3) of the Internal Revenue Code of 1954.

- (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 Association. For the purpose of these Bylaws, the term “minister” shall include a person serving under special dispensation of the Association.
- (b) **Teaching.** The principles of practical Christianity shall be taught through this ministry using methods, textbooks, literature, and other materials approved by the minister(s) and/or Association.
- (c) **Mailings.** Copies of all printed matter mailed by this ministry to its membership shall be approved by the minister(s) or their delegee with proper experience and copied to the office of the President of the Association.
- (d) **Reports.** The minister designated as the Administrative Director shall make annual reports to the Association on forms supplied by the Association.

ARTICLE II

Office and Official Records

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

Section 2.02 Official Records. Records of membership, finances, donations, corporate minutes, etc. shall be maintained at the principal office of the corporation. Official church documents are to be available to the Board of Trustees and minister(s) at all times. Corporate financial statements and Board minutes are to be made available to members in a designated location on the church premises.

ARTICLE III

Membership

Section 3.01 Qualifications and Responsibilities. To be considered for new membership, an individual must complete a basic Unity Truth class to be determined by the minister(s). A member of Unity Church of Indianapolis shall endeavor to be in accordance with the principles of love and truth as taught by Jesus Christ and Unity. A member shall commit to further the work of this church through his/her active interest, love, service and financial support.

Section 3.02 Election of Members. Anyone desiring membership in Unity Church of Indianapolis shall file an application for membership form. The application will be presented to the Board of Trustees at its next regular meeting prior to Membership Sunday. Upon a majority affirmative vote of the Trustees present and voting, the applicant shall become an active member and shall be given a membership certificate signed by the minister and a copy of the official Bylaws. All staff ministers and Licensed Unity Teachers are considered members of this ministry.

Section 3.03 Types of Membership.

- (a) **Active Member.** A member shall become or retain status as an active member through his/her attendance at the Sunday service, participation in service to the church community, classes, and financial support during a fiscal year.
- (b) **Inactive Member.**
 - (1) An active member shall become inactive if the individual does not meet the qualifications of an active member.
 - (2) Those individuals who are determined by the Board of Trustees, with 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 Trustees will attempt to notify the said member of his/her inactive status by first class mail to the last known address on file within thirty (30) days prior to action.
 - (3) Removal from the membership roll of any member whose qualifications are in question requires at least a two-thirds (2/3) affirmative vote of the Board of Trustees, with agreement by the minister(s).
 - (4) The member shall have thirty (30) days to challenge the inactive status.
- (c) **Reinstatement of Active Membership.** To return to active membership, an individual may reapply and qualify in accordance with Section 3.01 [Membership – Qualifications and Responsibilities].
- (d) **Membership Committee.** A membership committee shall be formed following each annual meeting and shall be composed of five (5) active members. When a member(s) requests a review of membership status, the

committee shall review the request and shall recommend action to the Board.

Section 3.04 Powers of Active Members. Active members of Unity Church of Indianapolis 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 [Membership - Meetings and Quorum].
- (b) Elect members to the Board of Trustees in accordance with Section 4.04 [Board of Trustees – Election].
- (c) Ratify the Bylaws of this ministry or any Amendments thereto in accordance with Section 9.01 [Bylaws Amendments – Procedures].
- (d) Vote on an individual expenditure as defined in Section 4.03 (d) (7) [Board of Trustees – Duties] that exceeds ten thousand dollars (\$10,000) in value. A sixty-five percent (65%) affirmative vote of the quorum present and voting is required for approval, in accordance with Section 4.03 (d) (7) [Board of Trustees – Duties].
- (e) Elect three (3) members to serve on the Nominating Ministry Team, in accordance with Section 4.04 (b) [Board of Trustees - Nominating Ministry Team].
- (f) Call a special membership meeting when the affairs of this ministry warrant such action, in accordance with Section 3.05 (b) [Membership - Special Membership Meetings].
- (g) Vote to override any action of the Board of Trustees. This vote must be taken at a duly constituted membership meeting, in accordance with Section 3.05(a), (b), (c), (d) and (e) [Membership – Meetings and Quorum]. Notice of the issue to be voted upon must be submitted to the membership in writing ten (10) days prior to the meeting.
- (h) Vote for removal of any or all Trustee(s) from the Board of Trustees, in accordance with Section 4.05(a)(5) [Board of Trustees - Vacancy]. A two-thirds (2/3) affirmative vote of the quorum present and voting is required.
- (i) Vote on any matters officially brought to the attention of the membership. The matter(s) to be voted on shall be communicated to the Board President in writing at least seven (7) days prior to the annual membership meeting and listed on the approved agenda, in accordance with Section 3.05 [Membership – Meetings and Quorum].
- (j) Offer constructive suggestions to the minister(s) or Board of Trustees, as may seem advisable for the good of this ministry.
- (k) Any twenty-five (25) active members or 10% of the active membership, whichever is greater, may request conflict resolution assistance by notifying the President of the Association of Unity Church in writing, with copies to the Board of Trustees and minister(s). Upon receipt of a request for assistance from twenty-five (25) active members, or 10% of the active membership, whichever is greater, to the President or designee of the Association of Unity Churches, said person will confer with the

minister(s) and/or Regional Representative to evaluate whether further action is required.

Section 3.05 Meetings and Quorum

- (a) **Annual Membership Meeting.** The annual membership meeting of Unity Church of Indianapolis shall be held at its official headquarters on the third Sunday in March at a time of day designated by the minister(s) and Board of Trustees.
- (b) **Special Membership Meetings.** 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 vote of the Board of Trustees.
 - (3) Submitting a petition by at least twenty-five (25) active members or 10% of the active membership, whichever is greater. A written request must be submitted to the Board, which will call the meeting on behalf of the requesting party, within a reasonable length of time.

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 the written request, the written notice of the meeting to the membership will faithfully restate the purpose(s) for the special meeting stated in the request. 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 first class to the last known address of all active members at least ten (10) days before any membership meeting.
- (d) **Quorum.** The presence of the lesser of forty (40) active members or twenty-five percent (25%) of the active membership shall constitute a quorum at any membership meeting. Said quorum shall not include absentee ballots.
- (e) **Participation.** Participation in the business affairs of any membership meeting will be restricted to active members in attendance. Participation of other persons in discussion of business must be approved by a two-thirds (2/3) majority vote of the active members in attendance. Association representatives have a right to participate in discussion when they have been invited by the minister(s), the Board, or the membership.
- (f) **Voting.** Unless otherwise provided herein, the vote of a majority of the active members present and voting or by absentee ballot will be necessary for approval or disapproval of the action being voted upon, in accordance with Section 3.04(d) and (g) [Membership – Powers of Active Members] and Section 9.01 [Bylaws Amendments - Procedure]. 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 to the Board secretary or designee at the church office by 10:00 AM of the date of the Annual

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 Association of Unity Churches Conflict Resolution 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 a request, the President will provide a period of prayer and silence.

ARTICLE IV

Government

Section 4.01 Administration. Unity Church of Indianapolis shall be governed by the minister(s) as the Administrative Director(s) and the Board of Trustees as elected by the membership.

Section 4.02 Minister(s).

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

- (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, in accordance with Section 1.02 [Identification – Statement of Purpose]. As Administrative Director(s), the minister(s) shall be:
 - (i) Responsible for the daily operation of this ministry, including the hiring, supervision, evaluation and termination of all employees (including the associate/assistant minister(s), in accordance with the policy and procedures manual.
 - (ii) A voting member(s) of the Board of Trustees on all matters except own employment or that of successor(s).
 - (iii) Responsible for appointing ministry teams, in accordance with Section 5.01 [Ministry Teams – Formation].
 - (iv) A member of all ministry teams, in accordance with Section 5.01 [Ministry Teams - Formation].
 - (v) Responsible for seeking Association’s assistance in the event of a dispute adversely affecting the ministry.
- (2) **Vacancy.** The position of a minister may be vacated by any of the following actions:
 - (i) Resignation in accordance with the terms of the minister’s contract, or
 - (ii) After complying with Section 4.03(f) [Board of Trustees - Termination of Employment of Minister(s)], the minister may be removed because of failure to fulfill the duties of the position, in accordance with Section 4.02(a) [Government – Senior Minister(s) or Co-Minister(s)].
- (3) **Compensation.** The compensation of the minister(s) shall be fixed by a written contract between the minister(s) and the Board of Trustees, acting as agents of the church.

- (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 and compensation.** Such shall be outlined in a written contract and approved by the Senior Minister(s) and a majority vote of the Board of Trustees.

Section 4.03 Board of Trustees – Members:

- (a) **Structure.** The Board of Trustees shall consist of the Senior Minister and no fewer than six (6) Trustees elected from the membership of Unity Church of Indianapolis. Each elected Trustee shall hold office for three (3) years, or until a successor is duly elected. The terms of two (2) elected Trustees will expire each year and their offices shall be filled at the annual membership meeting, in accordance with Section 4.04 [Board of Trustees-Election]. No elected Trustee shall serve more than two (2) consecutive terms of three (3) years each without an interval of one (1) year between terms. Trustees shall serve without compensation.

The following shall not serve on the Board of Trustees:

- (1) Active Licensed Unity Teacher.
- (2) Individual receiving compensation from the ministry (with the exception of the minister/ministers).
- (3) Relative, spouse, partner, or significant other of a Board member or of an individual receiving compensation from the ministry.

(b) **Alternates.**

- (1) **Election.** In addition to the above, non-voting Board Alternates shall also be elected from the membership.
- (2) **Duties.** Alternates shall attend Board meetings, participate in Board discussions, and stand ready to fill any vacancy of a voting member, in accordance with Section 4.05(b) [Board of Trustees – Replacement].
- (3) **Vacancy.** Selection of the Alternate to replace a voting member shall be by two-thirds (2/3) majority vote of the Board. The Alternate so selected shall serve only the current year of the unexpired term.
- (4) **Qualifications.** The Alternate selected shall be the one deemed to have the skills and experience to fill the open position, in accordance with Section 4.04(a) [Board of Trustees – Qualifications]. If all Alternates are deemed of equal qualifications, the one receiving the highest number of votes at the previous election shall be chosen. If no Alternate is deemed qualified, or if no Alternate is available, the voting Board members by virtue of a majority vote will then determine who fills the vacancy, in accordance with Section 4.05(b) [Board of Trustees – Replacement].

- (c) **Prayer.** In addition to adhering to the normal procedures for legal functioning set forth in these Bylaws, it is important that the spiritual principles taught by Unity be utilized in the handling of decisions before the

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

- (d) **Duties.** As representatives of the membership, the Board of Trustees shall:
- (1) Uphold the spiritual purpose of this ministry, in accordance with Section 1.02 [Identification - Statement of Purpose].
 - (2) Uphold the highest interest of the membership in conducting the business of this ministry.
 - (3) Be conversant with and abide by these Bylaws, and establish policy for the operation of the church.
 - (4) Be faithful in attendance at services and at Board and membership meetings of this ministry.
 - (5) Make determinations regarding the business needs of this ministry and authorize payment of monies for those purposes.
 - (6) Manage the property of the ministry, both real and personal.
 - (7) Make determinations regarding the sale, purchase, pledge, or proposed financing of real or personal property belonging to this ministry. All decisions in favor of the sale, purchase, pledge, or proposed financing of real or personal 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 upon, in accordance with Section 3.04(d) [Membership - Powers of Active Members]. Excluded are emergency repairs or capital expenditures, as determined by the Board of Trustees.
 - (8) As recommended by the minister(s), authorize the employment of all staff personnel of this ministry and set and approve their salaries.
 - (9) Set dates for the fiscal year.
 - (10) Prepare or cause to be prepared an annual complete financial statement composed of a balance sheet, income statement, and reconciliation of net worth and the capital investment fund, with disclosures that will set forth the financial condition and operations of this ministry for the most recent fiscal year.
 - (11) Authorize an annual review or audit of the financial statements, to be conducted by an independent CPA firm.
 - (12) Prepare or cause to be prepared an annual budget of income and expenses for the General Fund and the bookstore, as well as prepare a schedule of proposed capital expenditures. The budget shall be approved by the Board no later than the February Board meeting.
 - (13) Secure a fidelity bond for persons handling church monies.
 - (14) Approve applicants for membership, in accordance with Section 3.02 [Membership - Election of Members].

- (15) Act to fill the unexpired term of any Trustee, in accordance with Section 4.05(b) [Board of Trustees - Replacement].
 - (16) Elect officers of the Board and their successors to fill any unexpired term when necessary, in accordance with Section 4.07 [Board of Trustees – Officers].
 - (17) Ratify Ministry Teams and their Chairs as appointed by the President of the Board of Trustees.
 - (18) Seek Association assistance in the event of a dispute adversely affecting the ministry.
 - (19) Attend and actively participate in ongoing Board education programs.
 - (20) Keep or cause to be kept a current policy and procedure manual outlining the operations of the church.
 - (21) Keep or cause to be kept an accurate record of membership.
 - (22) Keep or cause to be kept accurate records of gifts to the ministry, in compliance with Internal Revenue Service regulations, and acknowledge contributions in writing, in compliance with Internal Revenue Service regulations.
 - (23) Secure or cause to be secured liability insurance for all Board of Trustee members and minister(s).
 - (24) Consider other duties brought to their attention by the minister and other Trustees.
- (e) **Employment of Minister(s).** It is the responsibility of the Board of Trustees to employ a licensed and/or ordained Unity minister(s) for the church through cooperation with the employment management procedures of the Association of Unity Churches.
- (f) **Termination of Employment of Minister(s).** After a ministry and its Senior Minister or Co-Ministers have cooperated with the conflict resolution process deemed appropriate by the Board, a two-thirds (2/3) majority vote of the Board of Trustees is required to terminate the employment of a Senior Minister or Co-Minister. The Association of Unity Churches shall be notified before the entire process begins. [Note: The intent of this bylaw is to give each ministry the option to decide whether a minister can be removed by action of the Board or of the membership. The ministry is encouraged to retain one option in its Bylaws and delete the other, in accordance with state law.]

Section 4.04 Board of Trustees - Election.

- (a) **Qualifications.** Any person elected to the Board of Trustees must be an active member of Unity Church of Indianapolis and shall be a person who:
- (1) Has been an active member for at least one (1) full year prior to the election or has an active membership in another Unity Church and transfers such membership to Unity Church of Indianapolis.
 - (2) Desires to serve on the Board.
 - (3) Endeavors to live in accordance with the principles of love and truth as taught by Jesus Christ and Unity.
 - (4) Furthers the work of this ministry through his/her active interest, love, and financial support. Prospective trustees are strongly encouraged to tithe ten percent (10%) of their income to this church.
 - (5) Is a sincere and continuing student of Unity, conversant with its teachings, and has participated during the prior year in at least one (1) class or workshop conducted by the church.
 - (6) Has actively participated in two (2) or more ministry teams or activities.
- (b) **Nominating Ministry Team.** A Nominating Ministry Team shall be formed at least three (3) months prior to the annual membership meeting and shall initiate a search for at least two (2) qualified candidates for the Board of Trustees. The Ministry Team will consist of the Senior Minister or Associate Minister and three (3) active members selected in the following manner:
- (1) At the annual membership meeting, the membership shall elect three (3) of its active members to serve on the Nominating Ministry Team for the next year's election. In the event of the unavailability to serve of any person so elected, the Board shall select a person from the active membership to fill the vacancy. The person selected shall not be a current Board member.
 - (2) The Board shall elect one of its Trustees.
 - (3) The Nominating Ministry Team shall elect its Chair.
 - (4) In the event of an interim Board, the Nominating Ministry Team shall complete its selection process within thirty (30) days from the establishment of the interim Board.
- (c) **Nominating Procedure.** As the presiding officer of the annual membership meeting, the President of the Board shall:
- (1) Read Section 4.04(a) [Board of Trustees—Elections] prior to the call for nominations.
 - (2) Call upon the Chair of the Nominating Ministry Team to present the Ministry Team'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 Section 4.04(a) [Board of Trustees - Qualifications].

- (d) **Election.** Written ballots are required and shall be prepared under the direction of the nominating committee. The two (2) nominees receiving the highest number of votes will be elected to full three (3) year terms. The candidate receiving the next highest number of votes will be elected to the longest unexpired term, etc. All persons elected in such a manner shall be considered to be fulfilling a term of office. A maximum of three (3) Alternates shall be elected.

Section 4.05 Board of Trustees - Vacancy and Replacement.

- (a) **Vacancy.** The office of a Trustee may be vacated by any of the following means:
- (1) The resignation of the Trustee.
 - (2) If resignations on the Board have brought the number of Trustees to less than a quorum, a Nominating Ministry Team will submit a slate of qualified nominees to the membership to fill the vacancies, if no Alternates are available. The whole process shall not exceed thirty (30) days.
 - (3) The Board shall, by majority vote, remove a Trustee or an Alternate due to absences from three (3) successive regular Board meetings. Absences may be excused by the Board upon written request to the Board President.
 - (4) The Board shall, by majority vote, remove a Trustee because of failure to fulfill the duties of the office, in accordance with Section 4.03(d) [Board of Trustees - Duties].
 - (5) The active membership shall, by majority vote, remove a Trustee because of failure to fulfill duties of the office, in accordance with Section 4.03(d) [Board of Trustees - Duties], Section 3.04(h) [Membership - Powers of Active Members], and Section 3.05(b)(3) [Membership – Special Membership Meetings].
 - (6) If more than fifty percent (50%) of the Board of Trustees is to be removed, the entire Board of Trustees must be recalled, in accordance with Section 3.04(h) [Membership - Powers of Active Members].
 - (7) If the entire Board of Trustees is recalled by the membership, then the membership may re-elect recalled Trustees. The number re-elected must be less than fifty percent (50%) of the recalled Trustees.
- (b) **Replacement.** Should a vacancy occur on the Board of Trustees, the Board will proceed to fill the vacancy with a qualified Alternate, in accordance with Section 4.03(a) [Board of Trustees – Structure], or 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) [Board of Trustees - Qualifications] may be considered as replacements. No replacement will have served as a Trustee during the year prior to their election. A majority vote of those present and voting will be necessary to elect. The term will expire on the day of the next annual meeting. A person elected in this manner is not considered to have served a complete term of office.
- (c) **Interim Board.** If the entire Board of Trustees has been recalled, or a quorum does not exist, the active church membership may choose to elect

an interim Board whose term of office will not exceed sixty (60) days. By the end of sixty (60) days, a permanent Board must be elected.

Section 4.06 Board of Trustees – Meetings and Quorum.

- (a) **Regular Board Meetings.** The regular business meetings of the Board of Trustees will be held at the headquarters of this ministry on a day chosen and published 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 Trustees.
 - (3) As the President of the Board deems it necessary.The Board Secretary shall make a reasonable effort to notify all Trustees of any special meeting.
- (c) **Quorum.** A simple majority of voting Trustees will constitute a quorum for the transaction of business.
- (d) **Attendance of Minister(s).** The minister(s) has/have the right to attend all Board meetings, with the exception of those meetings or portion thereof that pertain to determinations of the minister's salary and/or review of work record. Each minister must be notified of all special meetings.
- (e) **Executive Session.** The Board of Trustees may meet in Executive Session regarding sensitive, highly confidential issues, and only Board members and any others specifically invited by the Board shall attend. These meetings are to be held in confidence by all attendees.

An Executive Session may be called in one of two ways:

- (1) A motion may be made and adopted by majority vote at the regularly called meeting.
- (2) A meeting may be called by the President, minister(s) or at the request of two (2) or more Board members. The Board Secretary shall make reasonable effort to notify all Board members and invited attendees. A quorum will be necessary to take any action.

Section 4.07 Board of Trustees - Officers. Officers of the Board of Trustees will consist of a President, Vice-President, 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 (1) year or until their successors are duly elected or qualified.

- (a) **President.** The President shall:
 - (1) Preside at all Board of Trustees meetings.
 - (2) Preside at all membership meetings.
 - (3) Appoint church governance teams, in accordance with Section 5.01 [Ministry Teams - Formation].
 - (4) Be a member of all church governance teams by virtue of the office, except the Nominating Ministry Team.
 - (5) Sign such papers and documents, upon proper authorization, as may be necessary.
 - (6) Be responsible for planning of Board orientations, retreats, and workshops.

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

- (c) **Secretary.** The Secretary shall:
 - (1) Keep or cause to be kept an accurate record of the minutes of all Board and membership meetings.
 - (2) Record all Board minutes.
 - (3) File or cause to be filed all necessary documents with the appropriate governmental authorities. Copies shall be made available to the Board and/or minister(s) upon request.
 - (4) Attend to all official business required by the Board.

- (d) **Treasurer.** The Treasurer shall:
 - (1) Be custodian of the funds of this ministry. Pay or cause to be paid funds authorized by the Board, in accordance with Section 4.03(d) [Board of Trustees - Duties].
 - (2) Keep or cause to be kept a record of all financial transactions, and submit a complete 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 appointment of qualified persons all funds received and be responsible for their deposit. When counting ministry funds at least two (2) qualified persons should be present.
- (5) Place or cause to be placed the funds of this ministry in the bank or other depository approved by the Board.

Section 4.08 Funds.

- (a) **General Fund.** All monies except those listed below shall accumulate to the General Fund. All operating costs for the church shall be paid from this General Fund.
- (b) **Restricted Funds.** All monies specifically designated for a certain purpose shall be Restricted Funds and shall be identified as such on the financial statements.
- (c) **Capital Investment Fund.** Bequests not specifically designated for a certain purpose shall be directed to this fund. A detailed reconciliation of the Capital Investment Fund and the investment portfolio of the fund shall be submitted to the Board on a quarterly basis and in the annual report to the membership.
Purpose: The purpose of the Capital Investment Fund is to:
 - (a) Improve and expand the physical facilities.
 - (b) Provide emergency supplements to the General Fund to cover operating expenses. The Board shall approve any borrowings from the Capital Investment Fund. Funds shall be paid back in a timely manner, as specified by the Board of Trustees.

ARTICLE V

Ministry Teams

Section 5.01 Formation. Ministry Teams for any specific purpose, with the exception of the Nominating Ministry Team, shall be appointed by the President of the Board or the minister(s). The Board President shall appoint all church governance teams and the ministry shall appoint all spiritual ministry teams of the church. Ratification by the Board is required of all church governance teams.

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.

ARTICLE VII

Section 7.01 Dissolution. If this corporation should dissolve:

- (a) All property and funds remaining after the payment of the debts of the Corporation will be delivered to the Association of Unity Churches, a nonprofit corporation organized under the laws of the State of Georgia for religious and educational purposes.
- (b) Such funds or property will be for the use and benefit of the Association as may be determined by the Board of Trustees of the Association, in accordance with current policies and procedures.
- (c) The Association will make available funds for the re-establishment of a Unity ministry in Indianapolis, Indiana, according to its current policies and procedures.
- (d) If the Association no longer exists, any assets of this corporation remaining 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 5.01(c) (3) of the Internal Revenue Code of 1954.

ARTICLE VIII

Meeting Procedures

Section 8.01 Rules of Order. The latest edition of Robert's Rules of Order will be the authority of this ministry regarding parliamentary law and its usage, unless otherwise provided by these Bylaws.

ARTICLE IX

Bylaws Amendments

Section 9.01 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 first class to the last known address of all active members at least ten (10) days prior to the required membership meeting. An affirmative vote of seventy-five percent (75%) of all active members present and voting will be necessary to pass any amendment to these Bylaws. These Bylaws fully supersede all previous Bylaws adopted by Unity Church of Indianapolis.

Attest-Secretary

Adopted January 2005.
Amended March 19, 2006

BYLAWS

UNITY CHURCH OF INDIANAPOLIS

Table of Contents

Article I – Identification

Section 1.01 Name – pg. 1

Section 1.02 Statement of Purpose – pg. 1

Section 1.03 Association of Unity Churches - Membership and Responsibility– pg. 1

Article II – Office and Official Records

Section 2.01 Principal Office – pg. 2

Section 2.02 Official Records – pg. 2

Article III – Membership

Section 3.01 Qualifications and Responsibilities – pg. 2

Section 3.02 Election of Members – pg. 2
Section 3.03 Types of Membership – pg. 2
Section 3.04 Powers of Active Members – pg. 3
Section 3.05 Meetings and Quorum – pg. 4

Article IV – Government
Section 4.01 Administration – pg. 5
Section 4.02 Senior Minister(s) or Co-Minister(s) – pg. 5
Section 4.03 Board of Trustees – Members – pg. 6
Section 4.04 Board of Trustees – Election – pg. 9
Section 4.05 Board of Trustees – Vacancy and Replacement – pg. 10
Section 4.06 Board of Trustees – Meetings and Quorum – pg. 11
Section 4.07 Board of Trustees – Officers – pg. 12
Section 4.08 Funds – pg. 13

Article V – Ministry Teams
Section 5.01 Formation – pg. 14

Article VI – Seal
Section 6.01 Description – pg. 14

Article VII – Dissolution
Section 7.01 Dissolution – pg. 14

Article VIII– Meeting Procedures
Section 8.01 Rules of Order – pg. 15

Article IX – Bylaws Amendments
Section 9.01 Procedure – pg. 15