

# Bylaws Review Team Work Plan

## Team Members

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## Approach

Our aim is to complete a comprehensive review of All Souls' bylaws so that the church can rely on a robust foundational governance document as our new minister(s) begins their time with the church.

For expert guidance on what the bylaws should and should not include, we intend to rely on:

- Rev. David Pyle's bylaws review from 2018
- The UUA's *Comprehensive Guide to Writing Bylaws*
- DC's Nonprofit Corporation Act

In developing our recommendation, we plan to consult:

- The Board of Trustees
- The Executive Team
- The Leadership Development and Nominating Committee
- Current church officers
- The congregation

## Schedule

### September

We will kick off with a bulletin announcement informing the congregation that the board is starting a bylaws review. We'll include a few big questions for the congregation to consider.

- How should we develop leaders in the congregation?
- What does it mean to be a "member" in a hybrid church?
- Should we have a Church Council? If so, what should it do?

These questions reflect some of the more substantive topics the work team expects to consider in its review.

## November

We'll host discussion groups (in-person and virtual) with congregants on the big questions proposed in September. We'll also post a webform on the website where people can submit comments on the big questions, or any other comment or recommendation they have on the bylaws.

## January

At the January board meeting, we'll present our initial proposed amendments to the board and ask the board to vote on a set of draft amendments to share with the congregation for discussion.

## February

We'll share the draft amendments with the congregation and host discussion groups (virtual and in person) with congregants on the draft.

## March

By mid-March, the team will complete its report to the board, including recommended amendments that integrate feedback from the discussion groups.

At the March board meeting, we'll ask for the board to discuss our report and any changes to the recommended amendments.

## April

In April, the team will make any changes to our report in response to comments from the board and will make final changes to the proposed amendments that result from board discussion.

At the April board meeting, the board will vote on a final set of amendments to recommend to the congregation.

## May

In early May, we'll share the recommended amendments with the congregation. During the month, we'll host a Q&A session for any interested members.

The recommended amendments will be circulated to the congregation as part of the annual meeting packet.

## June

The congregation will vote on the amendments at the annual meeting.