



CANADIAN  
UNITARIAN  
COUNCIL

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# CANADIAN UNITARIAN COUNCIL 2019 ANNUAL GENERAL MEETING MAY 11, 2019

## UPDATED MOTIONS | April 2019

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## 2019 ANNUAL GENERAL MEETING – MAY 11, 2019 PROPOSED MOTIONS – UPDATED APRIL 2019

**TO:** Presidents, Ministers and Delegates of congregations of the Canadian Unitarian Council  
**FROM:** Canadian Unitarian Council Board of Trustees |  
**RE:** Updated Motions for 2019 Annual General Meeting  
**DATE:** April 2019

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The following motions are proposed for the CUC's 2019 Annual General Meeting. These have been updated from the motions originally sent out in January. Three motions have been updated, **Motion #1, #3 and #6** – changes are noted in *italics* for Motion 1 and 3.

Please allow time for your congregation and delegates to discuss the motions, and how your delegates will vote

If you have new delegates, presidents or folks in your congregations who would like to participate on-line, please have them:

- Attend an on-line orientation session in April – please check the CUC website under About the CUC – Annual General Meeting for dates and orientation registration information
- Sign up for the delegates email group, if they are not already a member, by emailing [info@cuc.ca](mailto:info@cuc.ca) with a request to join

All delegates should have been registered **by April 1<sup>st</sup>**. Online and in person delegates not registered by this date will not be able to vote.

All information about the **Annual General Meeting**, including delegate orientation, is available at <https://cuc.ca/about-cuc/annual-general-meeting/>.

**Date:** Saturday, May 11, 2019  
**Location:** The Atrium at 192 Spadina Ave | Toronto ON M5T 2C2 | and online  
**Time:** 1:00 – 4:30 pm ET

Questions about the AGM? Please email [executivedirector@cuc.ca](mailto:executivedirector@cuc.ca).



## MOTION 1: Change to bylaw #5 – Board of Trustees

PROPOSED BY: CUC Board of Trustees

CONTACT: [board@cuc.ca](mailto:board@cuc.ca)

### BACKGROUND

1. In 2018, the Nominating Committee had difficulty finding two nominees per region, possibly related to statistically significant differences in the population of the four regions, resulting in one vacancy coming out of the AGM.
2. The proposed bylaw change, as stated in the new wording for 5.3.1, will give the Nominating Committee more flexibility in finding Trustees, while clearly maintaining two Trustees per region as the preferred representation.
3. The current text of 5.3.1 reads:
  - a. The Board shall be comprised of eight Trustees elected at the Annual Meeting, or their replacements appointed pursuant to this by-law and any additional Trustees appointed by the Board as provided below. Two of the Trustees shall be resident in each of the four Designated Geographical Areas.
4. The proposed change also has the benefit of making it possible for a Trustee to change region of residence and still remain as a Trustee, with an attendant change to 5.5.1, which currently reads:
  - a. (Termination of Office: The office of a Trustee shall be vacated before the completion of the term of office:) if such individual ceases to be a member in good standing of a member congregation or ceases to reside in the Designated Geographical Area from which elected.

### BE IT RESOLVED that bylaw 5.3.1 shall now read (with changes underlined):

The Board shall be comprised of eight Trustees elected at the Annual Meeting, or their replacements appointed pursuant to this by-law and any additional Trustees appointed by the Board as provided below. The Nominating Committee shall make every effort to nominate two Trustees per Designated Geographical Area, but in the event that two nominees cannot be found from the relevant regions, shall have the flexibility to nominate a minimum of one Trustee and a maximum of three Trustees per Designated Geographical Area, with the total number of Trustees not to exceed eight.



**BE IT FURTHER RESOLVED that bylaw 5.5.1 shall now read:**

**Termination of Office:** The office of a Trustee shall be vacated before the completion of the term of office:

**5.5.1.** If such individual ceases to be a member in good standing of a member congregation.



**MOTION 2: Change to bylaw #3.9 – Meetings: Participation in Meetings**

**PROPOSED BY:** CUC Board of Trustees

**CONTACT:** [board@cuc.ca](mailto:board@cuc.ca)

**BACKGROUND**

1. UU ministers in Canada are entitled to speak at Annual General Meetings. Currently, bylaw 3.9 states:
  - a. Participation in meetings: The following individuals shall be entitled to be present at any Annual or Special Meeting and, subject to the time limit imposed for any particular item of business, to address the meeting:
    - i. 3.9.1: The voting delegates of member congregations, members of the Board, the Executive Director or designate, the official representatives of Affiliates, Ministers of member congregations, retired and community ministers, staff, public accountant.
2. To provide further clarity and to ensure that all relevant and qualified ministers are included in this category, not just ministers affiliated with a congregation, a change is proposed to 3.9.1 to reflect this.

**BE IT RESOLVED THAT bylaw 3.9.1 shall now read** (with changes in italics):

The voting delegates of member congregations, members of the Board, the Executive Director or designate, the official representative of Affiliates, *Ministers in good standing with the Unitarian Universalist Ministers of Canada*, staff, and the public accountant.



**MOTION 3: Dismantling Racism Study Group – Updated (previously 8<sup>th</sup> principle)**

**PROPOSED BY:** Twenty-five individuals who are members of at least three different member congregations located in at least three of the four CUC regions

**SUBMITTED BY:** Rev. Julie Stoneberg (Peterborough) and Beverly Horton (Hamilton)

**CONTACT:** Rev. Julie Stoneberg – [uurevjs@gmail.com](mailto:uurevjs@gmail.com)

**BACKGROUND**

1. Unitarian Universalists are covenanted to affirm and promote:
  - The inherent worth and dignity of every person;
  - Justice, equity and compassion in human relations;
  - Acceptance of one another and encouragement to spiritual growth in our congregations;
  - Respect for the interdependent web of all existence of which we are a part
2. Both personal and institutional racism continue to persist in Canada as confirmed by multiple recent reports, and *evident in repeated incidents of violence*.
3. White Supremacy and Colonialist Culture function as the social, political, and institutional glue that connects the racialized historical experience and lived realities of Indigenous Peoples and People of Colour in Canada.
4. *Membership in our faith tradition is primarily white/European, and we are embedded in white colonialist culture and we benefit from this inheritance. We (painfully) acknowledge we participate in and perpetuate racism and other oppressions.*
5. The CUC in its 2003 anti-racism resolution called on all its congregations to be active witnesses for racial justice in our communities and encouraged congregations to engage in racial justice education and work.
6. The CUC “Resolution on Racial, Religious, and First Nations Equity” of 2007 resulted in training and production of materials focused explicitly on reconciliation and healing with Indigenous Peoples.
7. *While these previous resolutions have called CUC member congregations to racial equity, it is unclear how much progress has been made in this regard.*



8. An 8<sup>th</sup> Principle calling for its member congregations to build diverse, multicultural Beloved Community through actions that “accountably dismantle racism and other oppressions in ourselves and our institutions” has been proposed within the UUA.

**Be it resolved that** that a study group be struck to:

1. *Through research, conversations with experts, and dialogue with Canadian Unitarians and Universalists, identify and assess efforts made in our congregations and communities to dismantle racism and other oppressions; and,*
2. *Explore possible action plans that will engage Canadian Unitarians and Universalists in serious conversation and action about racism. This may include continuing collaboration with the Beloved Conversations project at Meadville Lombard Theological School ( a dialogue which has already begun), and recommending further trainings and actions for congregations and individuals to engage in; and,*
3. *Consider how and where a commitment to racial justice might be better woven into our founding documents: our principles and sources, our vision statement, and our aspirations. and,*
4. *Produce a report that names where racial justice is present in our Canadian Unitarian and Universalist institutions and gathering places, along with any accompanying resolutions arising from this work, to be considered at the CUC’s 2020 Annual General Meeting.*

The initial study group members will be Rev. Julie Stoneberg (Peterborough) and Beverly Horton (Hamilton) as co-chairs. Constitution of the remainder of the study group (5-7 members) will reflect racial and regional diversity and engage both professional ministers, religious education professionals, and lay leaders of CUC member congregations.



## **MOTION 4: Approval of CUC Goals and Strategic Priorities for 2019 – 2020**

**PROPOSED BY:** CUC Board of Trustees

**CONTACT:** [board@cuc.ca](mailto:board@cuc.ca)

### **BACKGROUND**

- A. Under Bylaw 3.5.3.4 the CUC is required to seek approval at each Annual General Meeting (AGM) for strategic priorities for the coming year.
- B. The goals and strategic priorities listed below were developed by the CUC Board and staff in joint face to face meetings in the fall of 2016, and subsequently amended as necessary and approved by delegates at each Annual General Meeting.
- C. Board and Staff agreed that the goals and strategic priorities should be recommended for approval at the May 2019 AGM to guide: a) the 12 months of staff work, 1 Jan to 31 Dec 2019; and b) the 12 months of board work, 1 Jun 2019 to 31 May 2020.
- D. Changes from the 2018 goals and strategic priorities are in **bold text**.

### **BE IT RESOLVED THAT:**

**The work of the CUC be guided in 2019 - 2020 by the following goals and strategic priorities:**

#### **Goals**

The CUC ensures that it has the resources to maintain its own sustainability in order to advance the cost-effective achievement of the following four primary goals:

1. Enhance religious exploration and spiritual growth grounded in the vision, principles, sources, and aspirations of the Canadian Unitarian Universalist (UU) movement;
2. Advance socially responsible actions to live out our vision of interdependence, love, and justice to bring benefit to Canadian and global communities;
3. Build community resilience so our congregations and communities are connected to each other, and thrive organizationally, economically, and socially in a diverse, multi-generational context;
4. Strengthen local, regional, national, and global networks of collaborative and interdependent UU congregations and communities.





## Strategic Priorities

*Within these goals, the Board recommends the following strategic priorities for 2019-2020:*

- A. Ensure sustainable revenue generation to continue the work of building vital Unitarian communities;
- B. Optimize communications capabilities so that they are flexible, robust, and effective, with a **continuing focus on the CUC website** to make it a useful and appealing communications tool for both members and visitors, and on extending the reach and effectiveness of other communication mechanisms;
- C. Advance social justice initiatives, including truth, healing, and reconciliation amongst Indigenous and non-Indigenous people in Canada;
- D. Encourage innovation and sustainability in the growth and development of UU communities, including youth and young adults as they strive to foster a just and sustainable world and to enrich the spiritual lives of their members.



## **MOTION 5: Annual Consumer Price Index Increase Applied to Annual Program Contribution**

**PROPOSED BY:** CUC Board of Trustees

**CONTACT:** Tanya Cothran | [treasurer@cuc.ca](mailto:treasurer@cuc.ca)

### **BACKGROUND:**

- A. Since the CUC transitioned away from the Unitarian Universalist Association in 2002 and took over responsibility for programming and service delivery for Canadian congregations, membership contributions have been calculated on a per member basis.
- B. Over the past 16 years, although there have been increases to amount of the Annual Program Contributions (APC), the income to the CUC for programming and congregational engagement has decreased, due to decline in membership numbers. Please see Appendix E for a table of membership numbers from 2010 – 2018.
- C. To help offset this, at the Annual General Meeting in 2017, an annual increase to the adult APC in the amount of the Consumer Price Index (CPI) was approved.
- D. The young adult per member amount of \$35 will not be affected by the CPI.
- E. Statistics Canada numbers for the Consumer Price Index will be used.
- F. In 2018, the APC was \$100 per member. In 2019, a CPI increase of 1.6% was approved by delegates at the 2018 AGM; therefore, the 2019 APC will be \$101.60 per member, and \$35 per young adult member.
- G. To help maintain sustainable funding for the CUC so that it can continue in its mission to “Grow Vital Unitarian Communities,” the CUC board recommends that an amount equal to the annual Consumer Price Index increase be applied to the annual APC per adult member amount.
- H. This motion would apply to annual APC per member amounts, regardless of whether motion 6 receives approval.

**BE IT RESOLVED THAT** amount per member be increased each year by an amount equal to the Canadian Consumer Price Index (CPI) in November for the previous year\*.

Note: \*CPI in November 2018 was 1.7%



## **MOTION 6:           New Method of Calculating Annual Program Contribution 2020 – Updated April 2019**

**PROPOSED BY:**       **CUC Board of Trustees**

**CONTACT:**            [treasurer@cuc.ca](mailto:treasurer@cuc.ca)

### **BACKGROUND:**

- A. Under its Bylaw 3.5.3.2, the CUC is required to seek delegate approval at each Annual General Meeting (AGM) for a budget, and the Annual Program Contribution (APC) amount to be paid by member congregations. The APC provides most of the funding for the work of the CUC.
- B. In accordance with Bylaw 2.4.3, each congregation shall pay an Annual Program Contribution (APC) each year to support the activities of the Council. The current method of calculating the APC is a fixed amount per Adult member of each member congregation, and a lower amount per Youth or Young Adult member.
- C. At the 2017 AGM, an increase to the APC for 2018 was voted on and approved for the first time since 2013, from \$93 per member to \$100 per member. This was roughly equal to an adjustment for inflation over the five years during which no increases were made.
- D. One of the fundamental reasons for increasing the APC in 2018 was to ensure that the CUC was able to provide appropriate compensation for all staff. At the 2018 AGM, an increase of 1.6% to \$101.60 per member for the 2019 APC was approved.
- E. A renewed version of the APC Task Force was created in February 2017, with a mandate to make a recommendation to the 2019 AGM for a revised method of calculating the APC, or continue with the existing method.
- F. Many options for calculating the APC have been reviewed: a percentage of income, a percentage of operating expenses, a combined method, and more. Discussions have highlighted a few reasons for seeking a modified method for calculating the APC, and the rationale for an alternate method.
  - a. The declining membership numbers have led to a need for more stable funding of the CUC work for the congregations.
  - b. The method for calculating the APC should be easy to determine and should be changed gradually.



- c. The method for calculating the APC should be a fair distribution based on a congregation's financial resources and move away from a per member calculation.
  - d. The view that an APC based solely on a per-member basis may put some congregations in a position of discouraging new members, in order to avoid paying an increased APC amount. Rather, the APC should be, and is, a congregational commitment to the national faith community.
  - e. No congregation should be unfairly presented with a large increase (or decrease) in the APC amount per year. The calculation should build in a maximum of 10% change to a congregation's APC amount. Calculations should also reflect an ability to contribute to the work of the CUC.
  - f. The Canadian Consumer Price Index (CPI) is a commonly used index for adjusting the CUC budgets for inflation. Similar indexing is necessary for the APC calculation in order that the annual budget will reflect the continual changes to costs.
- G. The APC Task Force is recommending a split calculation based on a percentage of a member congregation's **Donations to the Operating Fund**, plus a **Per Member Amount**.
- H. The Appendix provides greater detail on how the calculations would be applied.

**BE IT RESOLVED THAT** the CUC adopt a new APC calculation, beginning in 2020, such that:

1. The total of all congregations' APCs equals the CUC's budgeted APC revenue for the given year, as approved at a Meeting of the Council.
2. Each congregation's Annual Program Contribution (APC) shall consist of a **Per Member Amount** plus a **Revenue Sharing Amount**.
3. The **Per Member Amount** is equal to the congregation's total membership count for each class of member (as reported each fall to the CUC) multiplied by the respective **Per Member Rate**. The **Per Member Rates** for 2020 will be as follows:

<b>Youth &amp; Young Adult (YA)</b> (under 35)	<b>\$17.50</b> (no annual increases)
<b>Over 35</b>	<b>\$51.66</b> (50% of the 2019 rate x 1.7%)
4. For 2021 and beyond, the **Over 35 Per Member Rate** shall increase each year by an amount equal to the change in the Canadian Consumer Price Index (CPI) as published in November of the previous year.



5. A congregation's **Revenue Sharing Amount** is equal to 3.8% of the congregation's **Donations to the Operating Fund** (as reported in the fall to the CUC).
6. For 2021 and beyond, the percentage will be reviewed each year to ensure that the total of all congregations' APCs meets the CUC's revenue needs, as described in (1) above.
7. **Limitation on Increase:** In 2020, a congregation's APC will not increase or decrease by more than 10% of the 2019 APC. In subsequent years, a congregation's **Revenue Sharing Amount** will not increase or decrease by more than 10% from the previous year.
8. A congregation's **Donations to the Operating Fund** are the total of all pledges, donations, gifts, and plate collections whether receipted or not, going into the operating fund.
9. For the APC calculations, **Donations to the Operating Fund** DO NOT INCLUDE:
  - income from investments, programs, grants, fundraising, rentals;
  - donations passed on to qualified donees;
  - donations passed on to revolving funds such as food bank funds or refugee funds;
  - donations to internally or externally restricted funds such as endowment funds, capital funds or such other funds as a congregation may designate.
10. Each member congregation shall submit to the CUC by October 31 of each year the certified count of its members by class of member; and the total **Donations to the Operating Fund** from its most recent annual financial statements.

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**END of MOTIONS**

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## APPENDIX A

### Action Plan for Dismantling Racism Study Group - Updated

We, Rev. Julie Stoneberg and Beverly Horton, propose the following actions to support the implementation of our resolution, if approved by delegates at the Annual General Meeting:

PROPOSED ACTION	DETAILS	WHO IS RESPONSIBLE	SUGGESTED DATE
<b>For Proposers of resolution</b>			
1. Form study group in consultation with the CUC Board, CUC staff and UUMOC	5-7 members who represent diverse aspects of the CUC community		June 15, 2019
2. Maintain primary responsibility for communication with CUC Board, Staff, Congregations, and UUMOC			Continuous
3. Establish a clear mandate for the study group, including time lines and member roles and tasks	See adopted study resolution		April 1, 2019
<b>For CUC</b>			
1. Aid in communication as needed for CUC congregations and communities	Enews and website; and may involve some mailings to congregations.	CUC Staff	As necessary
2. Aid the study group in their preparation of a report/proposal for the 2020 AGM		CUC Staff	As necessary; by report deadline
3. Engage with the Study Group as they explore the possibilities/process for an 8 <sup>th</sup> principle to be adopted		CUC Board and Staff	As needed



<b>PROPOSED ACTION</b>	<b>DETAILS</b>	<b>WHO IS RESPONSIBLE</b>	<b>SUGGESTED DATE</b>
4. Supply a small budget for printing/communication	To be agreed upon with Executive Director	CUC	To be determined
<b>For Study Group</b>			
1. Educate themselves through study and research about racism in the Canadian context.	The intention here is to make recommendations for a report		
4. Consider ways to weave commitment to racial justice into CUC founding documents and processes.	Be in conversation with staff & Board		December 1, 2019?
5. Prepare a report and/or resolution to be presented to the CUC at the 2020 AGM. Report would include recommendations for congregations and the CUC.	This will depend on what is discovered in the study group's research and learning.		December 15, 2019
<b>For Member Congregations</b>			
1. To receive and disseminate information and reports about the proposal to dismantle racism to members	May include study materials and/or worship service suggestions		As needed
2. To ensure that their delegates to the 2020 AGM are informed	Delegates to come to AGM in 2020 with some feedback/ input from their congregations		May 1, 2020



## APPENDIX B

### APC CALCULATIONS 2020 - Updated

A. **Current Method:** The following example illustrates the calculation in 2019 for a fictitious congregation with 183 adult members and 6 youth members:

Current per member amount	183 adults x \$101.60	\$18,593.00
Young Adult amount	6 YAs x \$35.00	\$210.00
<b>CURRENT METHOD TOTAL APC</b>		<b>\$18,803.00</b>

B. **Proposed Method** starting in 2020:

- 1) **Per member amount** which will be half of the 2019 **Per Member Amount**; and,
- 2) **Revenue Sharing Amount** equal to 3.8% of receipted and non-receipted donations intended for the operations fund, whether received from members, visitors or friends. See Items F & G for examples of income that will and will not be included.

<b>Per member amount</b> = Number of Members x <b>Per Member Rate</b>	183 adults x \$51.66	\$9,453.78
Young Adult amount	6 YAs x \$17.50	\$105.00
3.8% of <b>Revenue Sharing Amount</b>	\$264,847 x 3.8%	\$10,064.19
<b>PROPOSED METHOD TOTAL APC</b>		<b>\$19,465.59</b>

- C. These amounts would be reported annually on October 31 from the most recently completed congregational financial statements.
- D. In 2020, a congregation's total APC will not increase or decrease by more than 10% of the previous year's APC. In subsequent years, a congregation's **Revenue Sharing Amount** will not increase or decrease by more than 10% from the previous year.
- E. 3.8 % is used in the example to keep the same total APC income for 2020 as the existing method. The **Revenue Sharing Amount** is calculated by multiplying by 3.8% of the **Donations to the Operating Fund** to generate the same amount of income from the donations calculation as we get from half of the **Per Member Rate**.





**The total calculation is:**

**(# of members x half the current Per Member Rate) + (Donations to the Operating Fund x percentage) = Annual Program Contribution (APC) to CUC**

F. Donation types **to be used** for the calculation of the **Revenue Sharing Amount**:

1. Receipted donations intended for the operations fund, whether received from members, visitors or friends. Non-Receipted donations (eg, plate collection) that go to the operating fund.
2. Gifts that are not restricted. The idea behind this type is that it reflects an increased ability to pay the APC. A 10% cap on increases to the APC is part of the motion.

G. Donation types **to exclude** from the calculation:

1. Donations passed on to qualified donees (other registered charities);
2. Revolving funds such as food bank funds or refugee funds;
3. Donations or bequests made to an internally or externally restricted fund such as endowment funds or capital funds;
4. Income from investments, programs, fundraising, rentals; and
5. Donations to such other funds as a congregation may designate.