BYLAWS OF
URANTIA ASSOCIATION OF THE UNITED STATES, Inc.

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Article 1: Name and Organization 2
Article 2: Purpose 2
Article 3: Local and Virtual Associations (LVAs) 3
- **A. Types of LVAs** 3
- **B. Meetings and Dues** 3
- **C. UAUS Council Representation** 3
- **D. Membership Applications** 3

Article 4: Membership 4
- **A. Becoming a Member** 4
- **B. Voting Privileges and Limits** 4
- **C. Membership Dues and Responsibilities** 4

Article 5: Governing Board Elections 4
- **A. Governing Board Elections** 4
- **B. Vacancies** 5

Article 6: Governing Board Officers and Responsibilities 5
- **A. President** 5
- **B. Vice President** 5
- **C. Secretary** 5
- **D. Treasurer** 6
- **E. Additional Board Members** 6
- **F. Committees** 6

Article 7: Specific Powers of the Governing Board 6
Article 8: UAUS Council 7
- **A. Roles** 7
- **B. Budget** 7
- **C. Hiring Staff and Contractors** 7
- **D. Expulsion or Dissolution of an LVA** 7
- **E. Reporting** 7
- **F. Proxies** 7
- **G. Minimum Council Size** 7

Article 9: Manner of Acting 7
- **A. Meeting Location** 8
- **B. Quorum** 8
- **C. Meetings** 8
- **E. Policies and Procedures** 8

F. Decision-Making Hierarchy 9
Article 10: Removal Procedure 9
Termination of Membership 9
Removal of an Elected Member from Office or the UAUS Council 9
Article 11: Conflict Resolution 9
Article 12: Fees and Dues 9
Article 13: Dissolution 10
Article 14: Amendments to Bylaws 10
A. Requirements 10
B. Publication of Bylaws 10

Article 1: Name and Organization

The name of the organization shall be Urantia Association of the United States, Inc. ("UAUS"). UAUS is an IRS approved 501 (c)(3) not-for-profit corporation and is organized exclusively for religious and charitable purposes to the Articles of Incorporation in the State of Illinois, USA. It is a Constituent Association of the Urantia Association International ("UAI") and is licensed by Urantia Foundation to make authorized use of the "URANTIA" name and the three azure blue concentric circles design ® Logo, URANTIA Foundation's trademarks, service marks.

UAUS is a Constituent Association as defined by the by-laws of UAI. (UAI is a not-for-profit corporation and is organized exclusively for religious and charitable purposes pursuant to the Articles of Incorporation in the State of Illinois, USA. UAI serves as the international umbrella organization to establish, coordinate, and enforce international standards for Urantia Associations worldwide.)

Organizationally, UAUS' Local and Virtual Associations (LVAs) (as defined in Article 3) are groups linked through the UAUS Bylaws, readers' common membership in UAI, and shared tasks and functions.

In the event that UAI dissolves, UAUS will continue to operate solely under its own Bylaws.

Article 2: Purpose

The purpose of UAUS shall be 1) to represent the LVAs within the states and territories of the United States on an international level; and 2) to serve the organizational and coordination needs of the LVAs within those states and territories in accordance with the Bylaws of UAI.

UAUS is bound by the Bylaws of UAI. In accordance with those Bylaws:

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.

Article 3: Local and Virtual Associations (LVAs)

A. Types of LVAs

a. *Type A.* Type A LVAs are self-governing groups. They shall have a minimum of 8 voting Members and must have a minimum of 4 Board Members (President, Vice President, Secretary, Treasurer). They should have a set of bylaws that are in compliance with the Bylaws of UAUS and UAI. If needed, they shall manage their own bank account.

b. *Type B.* Type B LVAs have no minimum number of Members. They are not incorporated organizations outside of UAUS. They must abide by their charter as written by the UAUS Governing Board and they will be subject to oversight by the Governing Board. To facilitate this, they must keep minutes of their meetings.

B. Meetings and Dues

a. Each LVA must hold at least one meeting with its membership per year, which can take place in person or in a virtual meeting, like Zoom.
b. The LVA shall determine their own dues requirement for membership in their LVA, and they shall collect that amount from their Members.
c. The LVA shall pay dues to UAUS as required by UAUS.

C. UAUS Council Representation

Each LVA with at least eight Members may elect two Council Representatives to serve on the UAUS Council (the Council). These Representatives must be Members of UAUS and must be elected by the Members of their LVA with a majority vote at a meeting in which a quorum is present. Each representative shall serve a two year term and may serve four consecutive terms after which point the representative must take two years off before serving again. Exceptions may be made by the UAUS Council for Type A LVAs that have a different procedure.

D. Membership Applications

LVAs are responsible for vetting membership applicants.

When a person applies for membership the application will be sent to the LVA which the applicant hopes to join. That LVA is then responsible for ensuring that the applicant meets the requirements for membership in UAUS and UAI (as outlined in

Section VIII of the UAI Bylaws), and will vote to approve or deny the application for membership. If a denied applicant chooses to appeal the decision of the LVA, the case may be brought to the UAUS Governing Board.

An LVA's acceptance of a membership application establishes the applicant as a Member of that LVA, UAUS, and UAI.

Article 4: Membership

A. ***Becoming a Member***
A person who resides within the states and territories of the United States of America may apply for membership to UAUS. Their application will be processed in accordance with Article 3d.

A person may transfer membership from one LVA to another without going through an application process. Notification shall be given to the Secretary of UAUS of LVA membership transfer.

B. ***Voting Privileges and Limits***
Members of an LVA will have voting privileges in their LVA, in accordance with Article 3c of these Bylaws. A person may only be a Member of one LVA, though they may participate in the activities of multiple LVAs.

C. ***Membership Dues and Responsibilities***
To maintain their membership in UAUS, Members must pay dues as required by their LVA, UAUS, and UAI and abide by any other membership requirements within their LVA, UAUS and UAI. A Member who fails to meet the membership dues requirements will be removed from the membership rolls, but, membership shall be immediately reinstated when the person so requests, the required dues are paid, and no more than 5 years have passed since the person's membership lapsed. After 5 years, the person will need to go through the application procedure again.

Article 5: Governing Board Elections

The officers of UAUS shall be called the UAUS Governing Board. The officers shall constitute the Board of Directors for purposes of Illinois law.

Officers shall be selected from LVA Members in good standing and elected for two-year terms, staggered with half the officers elected each year as follows: The President and Treasurer are elected in the same year alternating with the Vice President and Secretary who are elected the following year. A person may serve on the Governing Board for eight years, after which he/she must take a year off before serving on the Governing Board again. An exception to term limits may be made by the UAUS Council by a simple majority vote.

A. Governing Board Elections

Nominations for Governing Board members shall include a brief biography and statement of goals of the nominee. The nominee shall submit their nomination materials to the Secretary by January 1. The Secretary of UAUS shall distribute the biographies and statements of goals to all voting Members in January.

The election shall be held in February. Votes shall be due 30 days after the materials are distributed. UAUS Council voting members shall each have one vote, which they will cast after seeking input from their respective LVA Members. Votes shall be sent to the Secretary, who shall publish the results by March 1. Results shall be published at the first quarter UAUS Council meeting.

If the sitting Secretary is a candidate in an election with multiple nominees, the votes shall be sent to another officer of the Governing Board not directly involved in the election.

Newly elected officers and appointed committee chairmen will assume their duties April 1.

B. Vacancies

Should a vacancy in the office of President occur during the normal term of office, the Vice President shall immediately assume the duties of the President until the next election cycle when the unexpired term shall be filled by election. Should a vacancy in the office of Vice President, Secretary, or Treasurer occur during the normal time of office, the remaining Governing Board shall, within 30 days, appoint an officer pro tem to serve until the next election cycle during which the unexpired term shall be filled by election.

Article 6: Governing Board Officers and Responsibilities

The Governing Board shall consist, at a minimum, of President, Vice President, Secretary, and Treasurer. Officer duties shall include:

A. President

Presides over all meetings of the Governing Board and voting membership; acts as spokesperson for UAUS; serves as a voting member of the UAI Representative Council (RC); and submits an annual written report of LVA and UAUS activities to the President of the International Service Board, UAI Administrator, and UAUS Council.

B. Vice President

Performs the duties of President when required and serves as a voting member of UAI's Representative Council.

C. Secretary

Administers UAUS correspondence and meeting minutes and maintains the voting membership register, current membership lists submitted by the Local and Virtual Associations. Minutes of each UAUS Council meeting and minutes of each Governing Board meeting will be sent to all voting members of UAUS, Governing Board members, and National Committee Chairmen within 60 days after the meeting. The Secretary shall notify Local and Virtual Associations of meetings 90 days prior to the meeting. At the start of the national meeting, the Secretary calls the roll of all Local and Virtual Associations, credentialing any representatives as voting members.

D. Treasurer

Is responsible for the cash assets and bank accounts of UAUS; prepares an annual budget and tracks expenditures in relation thereto; collects membership dues and donations; and is responsible for the planning, management and execution of the fundraising aspects of any UAUS activity. The Treasurer shall submit the annual budget and financial report to the Council for the purpose of communicating the financial needs of UAUS. The Treasurer shall provide appropriate receipts for all funds received.

E. Additional Board Members

There may be additional Board Members. The call to create additional seats on the Governing Board shall come from the Council by a simple majority vote, after which nominations may be held for the next election.

F. Committees

i. Standing Committees may be established by the Council. Members of Committees shall be selected from the UAUS Members in good standing. Committee Chairmen shall be appointed by the President with approval of the Governing Board.

ii. Ad hoc Committees may be appointed by the Governing Board of UAUS from time to time as required to conduct the business of UAUS.

Article 7: Specific Powers of the Governing Board

The UAUS Governing Board may:

A. Authorize and approve the expenditures of UAUS funds consistent with the purpose of UAUS and according to: a) the approved annual budget; b) resolutions passed by the Council; c) or up to the dollar limit currently determined by the Council.

B. Enact, by resolution, such administrative directives and procedures as necessary for the transparent and efficient running of UAUS.

C. Exercise any and all other powers conferred by the General Not for Profit Corporation Act of the State of Illinois, USA, or other applicable laws, which are not inconsistent with the Articles of Incorporation of UAUS.

D. Conduct investigations of petitions to the Board including for expulsion of an LVA and shall have the right to obtain any evidence from, including the testimony of, any Member of UAUS, which is needed to determine any matter pending before the Board. It may then make a recommendation to the Council on any petition for expulsion of a Type A LVA or dissolution of a Type B LVA.

Article 8: UAUS Council

The UAUS Council is the decision-making body made up of Representatives from each eligible LVA. It should ensure that UAUS activities align with the mission of UAI, consistent with the applicable law, the Articles of Incorporation, and these Bylaws.

A. Roles

The UAUS President shall be the Chair of the Council. The Vice-President must serve as Chair if the President is not available. The Secretary shall take the minutes. The Chair must designate a Secretary pro tem if the Secretary is not available. Elected LVA Representatives shall serve as the voting members of the Council. Board members may also be elected as Representatives for their LVAs.

B. Budget

It shall approve an annual budget. Changes to the annual budget can be made with Council approval.

C. Hiring Staff and Contractors

When hiring staff or contractors, the Board or assigned Committee may conduct the interview process, and then give its recommendation to the Council for final approval. The Council will fix employee compensation.

D. Expulsion or Dissolution of an LVA

The Council will review and vote on any petitions for expulsion or dissolution of an LVA.

E. Reporting

Representatives on the Council shall update the Council body regarding their LVA's activities. The Council will be represented to the RC by the UAUS President and Vice-President. The Council will receive updates about UAI activities from the UAUS President and Vice-President. The Board shall update the Council about UAUS activities, and members of the Council shall inform the LVAs about those activities.

F. Proxies

If unable to attend a meeting, Council Representatives may assign any person who is a Member of the same LVA to serve as a proxy. A Council Representative may also serve as proxy for one other Council Representative if duly assigned. Proxies must be assigned by informing the Secretary by email in advance of the meeting.

G. Minimum Council Size

There shall be a minimum of 6 Representatives on the Council. If only two LVAs exist, they must appoint three Representatives each, and if only one LVA exists it shall appoint six Representatives.

Article 9: Manner of Acting

A. Meeting Location

Official meetings can be held in person, or via electronic medium such as Skype or Zoom video conferencing.

B. Quorum

Governing Board or Committees – A quorum of the UAUS Governing Board or Committee is a majority of its officers or members.

UAUS Council – A UAUS Council quorum shall consist of one-third of the voting members or the officially designated voting representatives. LVAs without a duly elected voting member will not be counted when determining a quorum.

C. Meetings

The act of a majority present at a duly called UAUS Council, Governing Board, or Committee meeting at which a quorum is present shall be considered the act of the group. Each voting member shall have one vote. Meeting conduct shall be governed by Robert's Rules of Order.

Governing Board and Committees – Meetings of the Governing Board and Committees shall be called by the UAUS President or Committee Chairman, respectively, or by any two other officers of said group. The date, time, venue, and business to be conducted shall be set by the officer or officers calling the meeting. Notice, date, time, and venue must be reasonable.

UAUS Council – Meetings of the UAUS Council shall be held quarterly. One of the quarterly meetings may serve as the annual meeting, at which the budget must be approved. The Council members must be sent notice about the annual meeting date, time, and venue 30 days prior to the meeting.

D. Email Voting

Governing Board or Committee – Any action required may be taken by the UAUS Governing Board or Committee without a formal meeting, provided consent is obtained by email setting forth the action to be taken by all members of the said group entitled to vote on the matter under consideration.

UAUS Council – Any action required may be taken by the UAUS voting members without a formal meeting, provided that written notice setting forth the action to be taken is sent with 30 day email notice to all members of the group entitled to vote on the matter under consideration. Any decision approved by a majority of members entitled to vote shall have the same effect as a majority vote at a duly called meeting.

E. Policies and Procedures

Policies are set by the Governing Board, must be consistent with the Bylaws, and can be overruled by a majority vote of the legislative body. Policies are maintained by the Secretary or an administrator designated by the Board. Procedures for a given function are defined by the Chair of the committee with authority over that function or if there is no committee, to the person or persons designated by the Board. In the lack of such a Chair or in the case of disputes between multiple committees, the Board shall define the procedure. Procedures must be consistent with the policies and Bylaws and can be overruled by a majority vote of the legislative body.

F. Decision-Making Hierarchy

Except as otherwise noted herein, the actions of a committee can be overruled by a majority vote of the Board. Except as otherwise noted herein the actions of the Board can be overruled by a majority vote of the UAUS Council.

Article 10: Removal Procedure

Termination of Membership

Removal of Members shall be in accordance with UAI Bylaws Sections 5.17 and 8.6.

Removal of an Elected Member from Office or the UAUS Council

In order to remove an elected Member from office or from the Council, three voting Members of UAUS must bring specific charges of misconduct. These charges should be distributed to each member of the Governing Board. After providing the accused Member with a hearing, the Council may remove the Member from his or her elected position by a two-thirds majority vote of the voting Members present, provided the voting Members present constitute a quorum. Appeal may be made to the UAI Judicial Commission for reinstatement.

The person whose removal is being voted on shall recuse him/herself from the vote and may not be present when the vote is taken.

Article 11: Conflict Resolution

By written request of two embers of the UAUS Governing Board, unresolved issues affecting UAUS may be brought before the UAI Judicial Commission, which shall be empowered to take such action as it deems necessary and appropriate to resolve the conflict. The Judicial Commission shall set the time, venue, and attendance of any and all meetings required to resolve the conflict.

Article 12: Fees and Dues

UAUS may require annual dues and/or other fees from LVAs, provided such funds are consistent with the budget approved by the UAUS Council.

UAUS shall pay on a timely basis all required UAI Fees and Dues, as outlined in section 7.4.7 of the UAI by-laws: [Duties of Constituent Associations] "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 from UAUS sponsored conferences.

Article 13: Dissolution

In the event of the revocation of the Charter of UAUS or the voluntary or involuntary dissolution of UAUS, all assets shall be turned over within 90 days to Urantia Association International (UAI)through the International Service Board. In the event of the dissolution of UAI itself, all assets shall be turned over to URANTIA Foundation, 533 Diversey Parkway, Chicago, IL 60614, U.S.A.

Urantia Association of the United States is organized exclusively for charitable, religious, educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon dissolution of UAUS or any local association of UAUS, assets of the dissolved association shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the organizations 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 such purposes.

Article 14: Amendments to Bylaws

A. Requirements

These Bylaws may be altered, amended or repealed, and shall be adopted by sixty percent of the UAUS Council, provided notification of such pending action and the wording thereof has been provided to each Member of the UAUS Council 30 days prior to the vote being taken. An amendment may be initiated by any member of the UAUS Council or member of the Governing Board.

The UAUS Bylaws may not be amended to include any provision that conflicts with Illinois law, or the Articles of Incorporation.

Article 13 may not be revised by UAUS.

B. Publication of Bylaws

A copy of the current UAUS Bylaws will be maintained on the UAUS website where any Member may access it. Publication of the Bylaws on the UAUS website shall be deemed as both maintaining a copy and providing one to members.