

**Proposed Revision to the Bylaws of First Parish in Cambridge, Unitarian Universalist
to allow more flexibility in meetings**

Submitted to the Governing Board for Approval for a congregational vote at the Annual Meeting, June 13, 2021

Bylaws: VII.B.4. FREQUENCY, MEANS, AND NOTICE OF MEETINGS

Our current bylaws:

- a) Regular meetings of the board shall be held at a location and on dates and times it determines.
- b) Special meetings of the board may be called by the Chair, or by the Clerk on the written request of any two board members.
- c) Meetings may be held in person or by telephone, videoconference, or similar means. provided that any action taken is subsequently ratified at the next in-person meeting.
- d) Individual members may join by telephone, videoconference, or other means, provided that all members can hear one another and have the opportunity to participate.
- e) Written notice of both regular and special meetings shall be sent to each member at least four days before the date of the meeting.

Proposed changes (sections c and d modified)

- a) Regular meetings of the board shall be held at a location and on dates and times it determines.
- b) Special meetings of the board may be called by the Chair, or by the Clerk on the written request of any two board members.
- c) Meetings may be held by telephone, videoconference, or similar means.
- d) When meetings are held in person, individual members may participate in board meetings by telephone, videoconference, or other means, provided that all members can hear one another and have the opportunity to participate.
- e) Written notice of both regular and special meetings shall be sent to each member at least four days before the date of the meeting.