

POLICY ON MEMBERSHIP AT UUCC

I. PURPOSE OF THIS POLICY

The purpose of this policy is to define the steps to become a member at UUCC, to discuss the levels of membership, and to discuss the requirements of the membership committee for reviewing and identifying levels of membership of UUCC.

II. RESPONSIBILITIES OF MEMBERSHIP COMMITTEE

1. The Membership Committee shall have a charter approved by the board, and strive towards implementation of the actions stipulated in that charter.
2. The Membership Committee shall have a committee leadership structure as established in the policy, “Policy on the Pillar Organization, Formation and Responsibilities of Committees and Committee Officers at UUCC”.
3. The Membership Committee shall review this policy at least yearly (as a minimum) to ensure that it is current.
4. The Membership Committee is responsible for ensuring that “member status” is updated in accordance with the “Membership Status Definitions” in Table A of this policy. Member status is needed in order to (1) determine number of “Active Members” for tracking growth and trends, as well as to (2) have a basis for calculating the UUA and Heartland District “Fair Share” costs to be paid by UUCC. The number of active UUCC members must be reported to the UUA and the Heartland District no later than February 1 of each year. It is important that the number of active members reported be accurate since this number determines the dollar amount of dues that we pay for the year. Membership status is maintained in the Church Helpmate Software package.
5. In the Normal Membership Status Progression Flowchart, (Flowchart A), the Membership Committee which includes the Greeters must be diligent in being aware of repeat visitors in continuing to make repeat visitors feel welcome, and in being responsive to their needs. This is especially critical during the first four to six months of attendance. The Membership Committee leads the entire congregation in efforts to make everyone welcome at all times.
6. The Membership Committee shall be responsible for reviewing and maintaining accurate status of visitors by using Flowchart B of this policy to track and evaluate data.
7. It is the responsibility of the Membership Committee to encourage membership (at the appropriate time and with the appropriate vigor), while ensuring that we do not overly pressure the individual and make them feel uncomfortable. Different individuals may be ready for membership at very different times.
8. Publishing an accurate church directory is the responsibility of the Membership Committee. Flowcharts A, B, C, and D of this policy should be used to aid in this endeavor. Input from the Board of Directors and other key individuals are recommended.

III. BECOMING A MEMBER OF UUCC

Membership is open to those 14 and older who are in agreement with the purposes of the church. There are no creedal tests, but we do require anyone interested in becoming a member of UUCC to attend an Exploring UU class or talk with the minister. The development of and conducting of the Exploring UU course is the responsibility of the Membership Committee. The Exploring UU class should be scheduled at least quarterly, more often if needed.

Policy on Membership at UCC

Membership is attained by signing the UCC Membership Book while witnessed by a current board member.

We ask members to bring their gifts of participation and financial support. One is not a substitute for the other. We need them both.

In addition to regular attendance, we ask three things of members:

1. **Participate** – Find a small group that feeds your soul: a young adult group, the choir, the Women's Alliance, an adult religious education class, etc.
2. **Pitch in** – Join in the work of the church, such as greeting visitors, serving coffee, joining a committee or task force, teaching a class for children or adults, or pulling weeds.
3. **Pledge** – Make a pledge to support the church financially as you are able. Work toward a goal of 3% to 5% of income. Know that you are welcome here, whatever you are able to give.

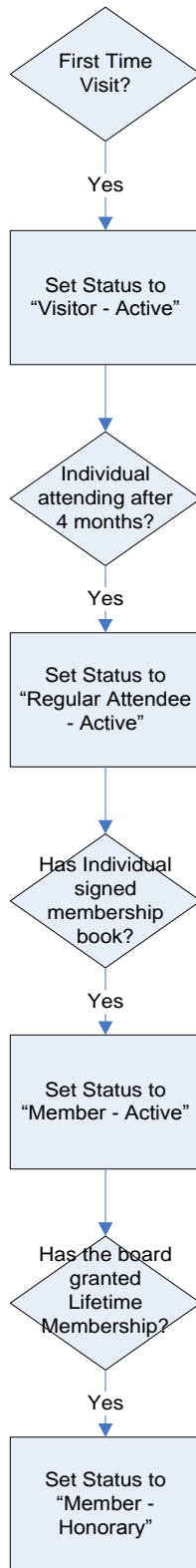
Policy on Membership at UUCC

STATUS	DEFINITION	UUA/ HUUD DUES	Listed In Directory
Visitor - Active	A person who has been regularly attending church activities for less than 4 months,	No	No
Regular Attendee - Active	A person who has attended on a regular basis for more than four months and has not signed the UUCC membership book.	No	Yes
Regular Attendee - Inactive	A person who was once a regular attendee, but is known to have transferred away or has not been attending church activities.	No	No
Regular Attendee- Deceased	A person who was a regular attendee, and is known to have passed away.	No	No
Member - Active	“Any person attaining fourteen (14) years who feels in sympathy with the purpose and covenant of UUCC and who signs the membership book and regularly attends church activities.”	Yes	Yes
Member - Affiliate	“Any inactive member, who wishes to continue affiliation with the Church, but not be registered as an Active Member, may submit a request to the Board of Directors. Upon approval, such persons will not be listed on the Unitarian Universalist membership docket and will not be a voting Member.”	No	Yes
Member - Inactive	A person who has been an active member but has not been attending church activities for 12 months or is known to have left the church.	No	No
Member - Honorary	A person who has signed the UUCC membership book and has made a significant personal or financial commitment to UUCC. (voted on by the Board)	No	Yes
Member - Deceased	A person who has signed the UUCC membership book and is known to have passed away.	No	No
Child - Active	The child of a member or non-member who attends RE at least once per 16 week period	No	Depends on parents
Child - Inactive	The child of a member or non-member who does not attend RE at least once per 16 week period	No	Depends on parents
Partner	The partner of a member or regular attendee who does not attend church activities. (However we may be interested in the person's name or how to contact.)	No	Depends on partner
Pet	The pet of a member or regular attendee. (However we may be interested in the animal's name.)	No	Depends on owners

TABLE A – MEMBERSHIP STATUS DEFINITIONS

Policy on Membership at UCC

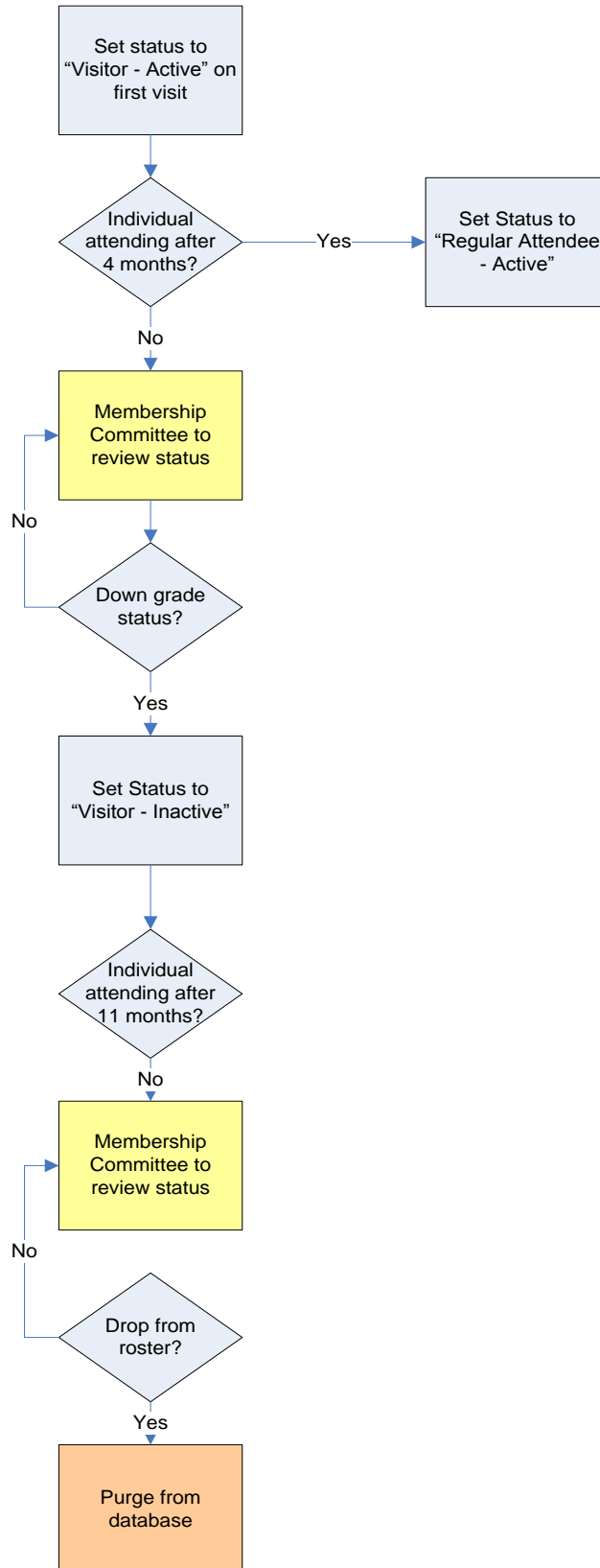
Normal Membership Status Progression



FLOWCHART A – NORMAL MEMBERSHIP STATUS PROGRESSION

Policy on Membership at UCC

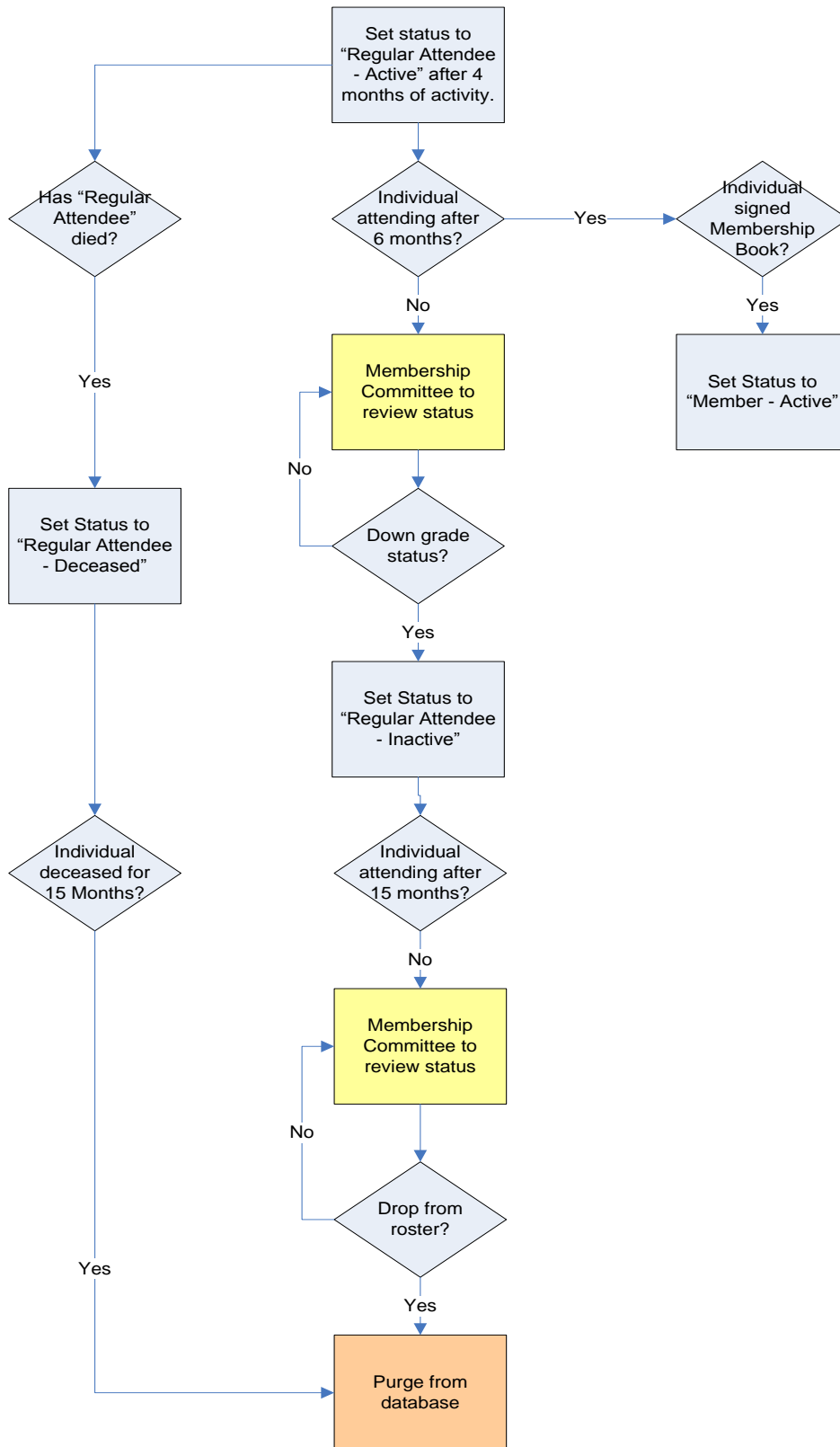
New Visitor Status Flow



FLOWCHART B – NEW VISITOR STATUS

Policy on Membership at UCC

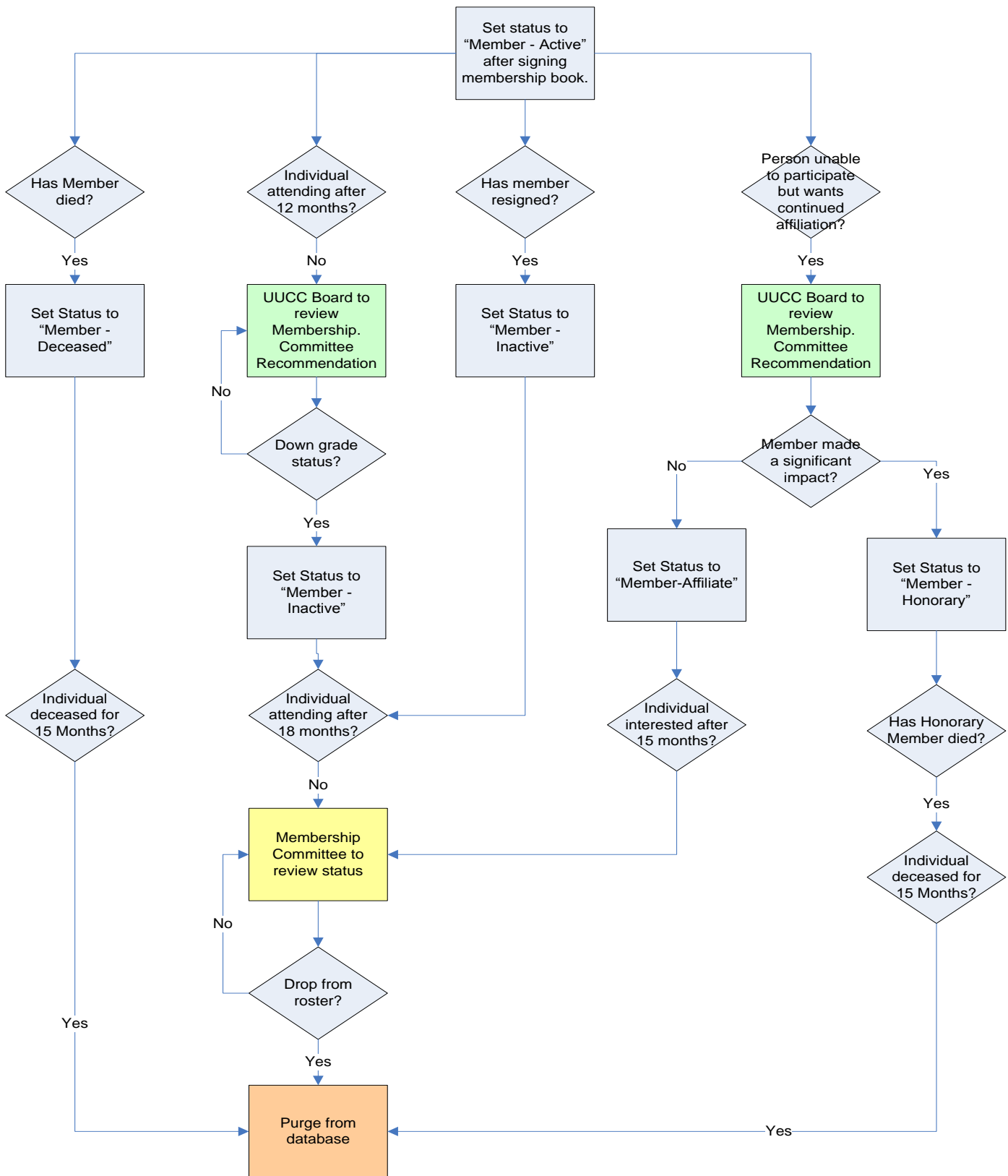
Regular Attendee Status Flow



FLOWCHART C – REGULAR ATTENDEE STATUS

Policy on Membership at UCC

Member Status Flow



FLOWCHART D – MEMBER STATUS DETERMINATION