

Bellingham Unitarian Fellowship
Group Charter Template

Recognized Group Recertification

Name: *Social & Environmental Justice Committee(SEJC)*

General Purpose / Mission Statement:

We affirm and promote peace, justice, and equality through action, education and raising awareness within our community and the wider world.

1. To select non-profit organizations for educational events, hands-on service projects, and SEJC Collections.
2. To sponsor social and environmental justice-related building use and events.
3. To represent the Social & Environmental Justice Committee and our UU values at community events through sponsorship and/or participation.
4. To disseminate Social & Environmental Justice Information through sales, special community events, and demonstrations.
5. To respond to immediate needs and injustices in our community and the world.

Leadership Roles / Terms:

The Executive committee will be made up of no less than (7) officers, including the Chair, Vice Chair, Secretary, Treasurer, Action Teams Chair, Communications Chair, and Nominating Chair. The Executive committee will execute all the powers of the full committee during intervals between meetings of the full committee, except for approving annual budgets, appropriating funds greater than \$200, electing new officers, creating new committee policies or reversing any committee actions approved by the full committee.

1. Chair: Kara Black
2. Vice Chair: --
3. Secretary: Ann Stevenson
4. Treasurer/Finance Chair: Todd Jones
5. Communications Chair: Mike Betz
6. Action Team Chair: Judy Kasper
7. Nominating Chair: Beth Brownfield

The SEJC shall endeavor to maintain fifteen (15) voting members, including an elected Chairperson, Vice-Chair, Secretary and Treasurer, and one person appointed by the chair to oversee each sub-committee, and the Unitarian Universalist Service Committee Local Representative.

The position of Committee Chair is a two-year position, renewable one time for a total of four consecutive years by a majority vote of the committee during the last committee meeting of the church year. The positions of vice-chair, secretary and treasurer are each two-year positions, renewable by a majority vote of the committee during the last committee meeting of the church year.

The Finance sub-committee will be chaired by the Treasurer and will include two (2) other members. The committee's primary responsibility is to create an annual budget and take the lead role with fund raising.

The Communication sub-committee will include three (3) members with one member also serving on the Executive committee. The committee's chief responsibility will be the dissemination of committee-approved information.

The Actions sub-committee will include no less than five (5) members with one member serving on the Executive committee. The committee's chief responsibilities will include: gathering information on

organizations and projects to submit to the full committee for possible support, and aiding BUF small group social justice ministries.

The Nominating sub-committee will include no less than three (3) members with one member serving on the Executive committee. The committee's chief responsibility is to maintain the membership of the full committee at no less than fifteen (15) active members.

The Social & Environmental Justice Committee shall be governed by Roberts' Rules of Order.

The Social Environmental Justice Committee may amend the committee policies with a two-thirds vote of the full committee.

Annual Objectives:

For the Congregational Year July 2018 - June 2019, the Social & Environmental Justice Committee work is aligned to BUF's mission as follows:

To do this we will:

1. Select recipients for, organize, and coordinate the SEJC monthly collections
2. Support our Ministry Action Teams in their projects (current teams are Black Lives Matter, Family Promise, Humanitas, Immigrant Rights, Interweave and Native American Connections)
3. Manage the Adele Hermann fund as an SEJC endowment, with a fixed spending rate no greater than 5% annually, with all current and future funds in socially responsible investments.
4. Review outside requests for SEJC sponsorship and monetary donations keeping in mind our budget, fair trade sales, mission and teams' needs.
5. Meet as a whole committee 3 times a year, late summer, mid-winter and spring with a special 4th meeting in May solely for voting on SEJC Collection recipients. We shall endeavor to maintain a membership of fifteen (15) voting members. A quorum will consist of eight (8) members of the committee who have attended no less than two of the previous three meetings. Meeting dates will be set one year in advance.

Outcome Measurements: The *Group* will track and report on:

1. Our 3 meetings per year with minutes, finance & team reports and SEJC policy changes
2. Events held and co-sponsored during the year
3. Donations to outside organizations

Annual budget and spending authorities:

A committee budget will be voted on during the annual spring meeting each year.

The SEJC Chair shall have the authority to spend up to \$50 for committee expenses between meetings of the full committee. The chair may do this up to three times between meetings of the full committee.

The SEJC Executive Committee shall have the authority to spend up to \$200 for committee projects by a simple majority vote of the Exec Committee. This option may be used up to three times between meetings of the full committee.

The Adele Hermann funds shall be socially responsibly invested. The committee will spend 5% of the invested funds annually. Distribution of these funds into the general committee account will be made during the month of July each year. Todd Jones and Carl Nyblade are the trustees and signers for the Adele Hermann funds invested with Domini Social Investments.

SEJC intends to raise money by:

1. Fair Trade coffee and chocolate sales during Sunday coffee hours
2. Use our Adele Hermann fund as an SEJC endowment, with a fixed spending rate no greater than 5% annually