

**First Unitarian Church of Des Moines Operating Policies:  
Financial Contribution for Continuing Membership**

***Source of Authority: Bylaws, Article III, Section 2(a), Continuing Membership***

“Membership continues as long as the member remains in covenant and has made a financial contribution of record during the fiscal year (or has been granted a waiver). A member is in covenant who honors our shared values (the Seven UU Principles and our Bond of Union) in our relationships with one another.”

**Operating Policy:**

In preparation for our February certification to the UUA of our number of members, the Membership Ministry Leadership Team and Stewardship Ministry Leadership Team, in cooperation with Senior Staff and the Membership Coordinator, launch a process during the preceding Fall to ascertain the number of members.

In keeping with Bylaws *Article III, Section 2(a), Continuing Membership* (as amended at the June 2018 congregational meeting), the initial step is to determine whether a person listed as a member made a financial contribution in the preceding fiscal year or in the calendar year ending December 31 prior to the February determination.

Beginning in October, the DFA will compile a list of members who have not made a contribution of record during the previous fiscal year (or in the following months). The Membership Coordinator will share the list with the Membership and Stewardship Leadership Teams. Those leaders will contact the listed members to be sure that our records are accurate and, if so, to inquire whether a waiver would be appropriate. If the member does not need a waiver and intends to make a contribution of record, the member has until December 31 to do so.

At any time, a member may obtain a financial waiver (ending on a specified date) by personal request to a minister or the DFA or on the financial commitment form. A member of staff or a volunteer working in the area of Membership, Stewardship, or Pastoral Care may suggest a waiver to an otherwise active member who is experiencing difficult financial circumstances.

January 11, 2019