

Procedure to Select Delegates for General Assembly

Created: 12/20/2023

GA Delegates:

UUCDC is allocated a specific number of lay delegates based on congregation size for each General Assembly. The delegates will be selected separately each year.

Delegate Selection:

The delegates will be assigned as follows:

1. The first delegate slot will be offered to the Current or incoming Board President.
2. The next three slots will be offered to elected leaders of the congregation who complete this [form](#). If more than three want to serve as delegates, the three delegates will be chosen in a Town Hall Meeting.
3. The remaining slots will be filled by members of the congregation who complete this [form](#) and meet the criteria outlined below. If more people want to serve as delegates than the remaining slots, the remaining delegates will be chosen in a Town Hall Meeting.

In addition to the lay delegates, the Minister and DRE are delegates as members of their professional organizations. Other staff who are also members of UUCDC may apply for the Members at Large slots (if they meet requirements below.)

Requirements:

- Must have been a Voting Member of the church for at least 2 years (24 months) before the meeting.
- May attend on-site or off-site but on-site attendance is highly encouraged if finances and abilities permit. Financial support from the congregation may be available.
- Must make attendance at General Sessions (business meetings) a priority.
- Review materials provided by the UUA in advance of meeting to be informed on issues for vote.
- Vote in line with their conscience, but get input from the congregation and fellow UUCDC delegates.

Process

1. This process will begin at the January Business Meeting.
2. We request that anyone planning to attend GA complete this [form](#). There is a section specific for those who are interested in serving as a delegate.
3. The opportunity to apply to be a delegate will be shared with the congregation every 2 weeks until the deadline to submit the request on [March 1](#).
4. If delegate slots remain after the [March 1](#) deadline, The board will reach out to
 - a. Anyone planning to attend GA who did not request to be a delegate.
 - b. The rest of the congregation to see if anyone is willing to serve as a delegate.
5. If there are more people interested in serving as delegates than slots, the delegates will be chosen in a Town Hall Meeting.
6. All applicants will be informed of their delegate status by [March 15](#).
7. The church administrator will prepare the delegate cards and the Minister will sign them.
8. The slate of Delegates will be presented to the congregation during the June Congregational Meeting.

Procedure 130.1

Adoption of the Procedure

This procedure by vote of the board is hereby adopted.

UUCDC By Marilyn Huff
[Name of Congregation] President

and Abby Houston
Vice President

Dated this 15 day of January, 2024.