

**CONSTITUTION**

**OF**

**The Urantia Book Service Corps Of New England**

**For Readers Of**

**The Urantia Book**

P.O. Box 88  
Farmington CT 06032

Adopted March 20, 1979  
Revised March 13, 1984  
Revised March 19, 1984  
Revised November 9, 1991  
Revised in 2015  
Adopted October 26, 2020

## **ARTICLE 1: NAME**

The name of this organization shall be the Urantia Book Service Corps Of New England. In the following sections of the constitution, the name will be designated by the initials UBSCONE.

## **ARTICLE 2: PURPOSE**

The purpose of the UBSCONE organization is to promote, through brotherly and sisterly association, the study and dissemination of the Urantia Book, and the life and teachings of Jesus; to promote cosmic consciousness, and to further the realization, appreciation, and application of the principles of the Fifth Epochal Revelation in our daily lives and in the lives of others within the New England Region and beyond.

## **ARTICLE 2A: MISSION STATEMENT**

The mission of the UBSCONE organization is to maximize our ability to provide service to all Urantia Book readers throughout New England by minimizing duplication of organizational structure. It is desired that the overall organizational structure exists in the background as scaffolding, to support a united regional group of readers who want to devote energy to providing service.

### **Objectives**

To build a spiritual community that promotes personal and spiritual growth of each member.

To create a sense of support, spiritual communion, and connection in New England.

To further the study group format to encourage ongoing learning.

To include opportunities for both worship and service into the life of the community.

To facilitate a strong network of believers by extending warm hospitality to all visitors.

## **ARTICLE 3: AFFILIATION**

Urantia Book readers voted to create a new organization, *Urantia Book Service Corps of New England* (UBSCONE) on May 19, 2012, at a retreat at the Angel House in Assonet, Massachusetts. UBSCONE recognizes its historical connection to its past and is a successor organization of the Connecticut Society of the Fellowship with its original charter as the Urantia Society of Central Connecticut, granted by the Urantia Brotherhood on April 2, 1979.

Some individuals who are currently members of the UBSCONE have also been involved with the Urantia Association of New England Corporation, last recognized by the Deputy Secretary of State of New Hampshire effective December 28, 2007. The charter has not been active for the last several years. It is the intent of this constitution to recognize and assume the rights and responsibilities of the corporate charter of the **“Urantia Association of New England”** of the **Urantia Association International** to be merged into the purpose and mission of UBSCONE.

While autonomous in the conduct of its local affairs, UBSCONE desires to recognize and be accountable to several Urantia Book readers’ groups that have similar purposes. More specifically, UBSCONE desires to be an independent group that is affiliated with and responsible to both the Constitution and By-Laws of **The Urantia Book Fellowship** and the **Urantia Association International**.

## **ARTICLE 4: MEMBERSHIP**

### **Section 4.1: Membership in UBSCONE**

Any person who is a sincere and devoted student of The Urantia Book, and of 18 years of age and as adjudged by the Membership Committee of UBSCONE, evidences a desire and a willingness to learn and understand the teachings of The Urantia Book, and who has a general knowledge of its concepts and world view, including a belief in its superhuman authorship, and who declares their willingness to accept this constitution, shall be eligible for consideration in UBSCONE membership in one of the three following groups listed: Full Member, Non-Affiliated Member or Friend of UBSCONE (see Section 4.7). The membership committee is able to deal with any individuals with unique circumstances that might require exceptions.

### **Section 4.2: Members with Affiliated Groups**

Any member of UBSCONE in good standing may be recognized as a full member of one of the affiliated organizations of the Urantia Book movement, if they so desire, as long as the requirements of the various groups are met. Members of UBSCONE may elect multiple affiliations, an affiliation with either the **Urantia Association International** or the **Urantia Book Fellowship**, or an affiliation with neither organization.

Members of UBSCONE are if they so wish, *ipso facto* members of **The Urantia Book Fellowship** by virtue of UBSCONE’s status as a constituent local society. Members of UBSCONE who desire concurrent membership in **Urantia Association International** may be recognized as members as long as they have met all the above requirements. (Note that for this constitution to be approved there will need to be 10 members who have gone online and completed the on-

line application process meeting all requirements. This is for the founding of this constitution as a onetime requirement.)

### **Section 4.3: Non-Exclusivity**

Membership in any church, religious organization, or fraternal society shall not disqualify a candidate for membership in UBSCONE. Such candidates shall, however, have attained the age of eighteen (18) years, and shall be residents in good standing in their community and their country.

### **Section 4.4: Application for Membership**

Application for membership in UBSCONE shall be made in writing to the Membership Committee, in the form determined by that committee.

### **Section 4.5: Initiation of Members**

The initiation of new members shall be under the supervision of the Membership Committee and shall consist of the minimum ritual prescribed by the Charter Committee of THE FELLOWSHIP with whatever additional features the Membership Committee may choose.

### **Section 4.6 Transfer of Membership**

Transfer of membership from UBSCONE to another Fellowship society will be governed by the constitution of **The Urantia Book Fellowship**, and transfer of membership from UBSCONE to another **Urantia Association International** study group will be governed by the rules and regulations of the UAI.

### **Section 4.7: Membership Status:**

- a. **Full Member:** A “**Full Member**” is one who has been initiated into UBSCONE and who participates in the activities of UBSCONE, attends at least two meetings or sponsored events, pays the annual dues, and desires to be affiliated with both **Urantia Association International** and **The Urantia Book Fellowship**. A Full Member is entitled to all the privileges of service, including being an elected officer, and is expected to assume all the responsibilities of a member.
- b. **Non-Affiliated Member:** A “**Non-Affiliated Member**” is one who has been initiated into UBSCONE, who participates in the activities of UBSCONE and who pays annual dues, but does not desire to be affiliated with both or either of the **Urantia Association International** and **The Urantia Book Fellowship** Groups. All privileges of service are allowed to a Non-Affiliated Member, except that of serving as one of the four officers, and s/he is expected to assume all the responsibilities of a member.
- c. **Friends of the UBSCONE:** “**Friends of the UBSCONE**” are Individuals who are interested in participating in the study, social, and service life of the UBSCONE, yet are not ready to acknowledge a working

- understanding of the Fifth Epochal Revelation. No dues are required, while donations are always welcome! The privileges of leadership extend to having a “voice” but no “vote” in formal business meetings. All efforts will be made to include them in communication notices and emails of up-coming events. There will be no initiation rituals at this time.
- d. **Inactive Member:** An “**Inactive Member**” is one who has been initiated into UBSCONE, but who fails to take part in the activities, including the informal meetings (see Article 5.1) for a period of two (2) years or more. Upon determination of the Membership Committee, such a member shall be deemed to be an inactive member, and shall be transferred from the roll of active membership to the roll of inactive membership by the Secretary, who shall notify such member in writing of the action (which is merely for membership roll maintenance, and not punitive).
  - e. **Inactive Status:** The status of an inactive member is altogether honorable, and s/he shall be reckoned as part of the total membership of UBSCONE. An inactive member may not hold office, may not vote on questions brought before the Society, and will not, except upon request, receive notices of meetings of other activities. A member remaining on inactive status for a period of three (3) years will be contacted by the Membership Committee who shall determine such member's intention to continue as a member of this Society.
  - f. **Return to Active Status:** An inactive member may initiate return to active status by writing to the Membership Committee, stating their intention to resume active and regular participation in the activities of UBSCONE. Within thirty (30) days following the receipt of such a request, the Membership Committee shall consider the request, and shall prepare a written statement of its recommendation, copies of which shall be sent to the member, the Governing Board, and the Secretary. An affirmative recommendation by the membership committee shall immediately return the petitioning member to active status with all rights and privileges. A negative recommendation by the membership committee shall constitute either a continuation of inactive status from the Society or a removal from all membership rolls.

## **ARTICLE 5: MEETINGS**

### **Section 5.1: Informal Meetings**

Informal meetings shall be held primarily for the purpose of studying the Urantia Book at such times as may be determined by the members. At informal

meetings, non-member students of the Urantia Book and other interested visitors may be welcome.

### **Section 5.2: Formal Meetings**

Such formal meetings shall be as follows:

- a. Regular Annual Meetings: A regular annual meeting of the members of this Society shall be held once each calendar year. There should be a written communication of the time and place. In recent times this has been done by combining the business annual meeting with either the annual Spring Retreat or the celebration of Jesus Birthday around Aug. 21. This has been done for the convenience of the group but is not the only time of the year that it can be done.
- b. Special Meetings: Special meetings may be called at any time by the Governing Board, or upon the written request of 20% of the active members. Notice thereof, including a statement of the purpose(s) of such a meeting, shall be snail or digitally mailed at least two (2) weeks prior to such a meeting.
- c. Triennial Meeting Delegates and Representation at the Council of Presidents and Vice Presidents: Delegates and alternate delegates may be chosen in accordance with the provisions of this constitution and in keeping with the constitutions of the respective larger body, i.e., Urantia Fellowship for Triennial Meeting Delegates and UAUS Council of Local Presidents (CLP), of the Urantia Association International, USA.

### **Section 5.3: Voting**

Voting in formal meetings shall be restricted to Full Members and Non-Affiliated Members. Friends of the UBSCONE and Inactive Members shall be limited to a voice but not a vote.

### **Section 5.4: Absentee Voting**

This method of voting is rare. If there are social media capabilities to allow people to participate from a distance and it is deemed necessary, the governing board may allow a process that is fair and practical.

### **Section 5.5: Quorum**

A quorum at any formal meeting, provided it is a stated meeting or one properly called, shall consist of seven active members of the Society. The presiding officer at any meeting may vote only in case of a tied vote. Any questions presented at any meeting at which a quorum is present shall be decided by majority vote, except as otherwise provided in this constitution.

### **Section 5.6: Powers**

This society in formal meetings shall have the following powers: All powers not specifically conferred upon the officers, the Governing Board, the membership committee, and which are not prohibited to this society by this constitution or

the constitutions of The Urantia Fellowship or The Urantia Association International may be exercised by this Society.

## **ARTICLE 6: OFFICERS**

### **Section 6.1: Officers**

Officers of this Society shall be President, Vice President, Secretary and Treasurer. Officers shall have read the Urantia Book in its entirety and have been an active participate of a study group or the society at large.

### **Section 6.2: Standing Chairs of the Governing Board**

Standing Chairs of the Governing Board shall have met the requirements for being either a FULL MEMBER OR NON-AFFILIATED MEMBER.

### **Section 6.3: Election of Officers**

Officers of this society shall be elected at its regular annual meeting and hold office for a term of (3) years and / or until their successors are duly elected and qualified. No officer shall be eligible to serve more than two consecutive terms in the same office. Election of officers may be by secret ballot, if requested by a member, from among candidates, nominated by the Nominating Committee or chosen by the Governing Board, whichever is more practical. The President may also entertain nominations from the floor.

### **Section 6.4: Duties of officers**

- a. Duties of the President: The President shall be the principal executive officer and shall preside at all meetings of this society and at all meetings of the Governing Committee as established in Article 7 of this constitution.
- b. Duties of the Vice – President: In the event of the inability of the President to act, the Vice-President shall perform the duties and exercise the powers of the President.
- c. Duties of the Secretary: The Secretary shall keep and preserve the records of the proceeding of formal and informal meetings of this society.
  1. Report to the Fellowship all elections of officers in a reasonable time frame. Also communicate this information as needed to the Urantia Association International.
  2. Work with the Membership Committee and the Website Mailing Committee to organize and keep a permanent record of members. This would include recording transfers and inactive status.
  3. Before January 10 of each year, the Secretary shall send the Fellowship an official membership census of the society – total members only. In addition, accurate information to the Urantia Association International upon request.

4. To explore new methods of recording and storing information upon websites and applications only with the permission of the members themselves.
  5. Within fifteen (15) days after election, notify The Fellowship of the names of the delegate and alternate delegate elected to the Triennial Assembly with the knowledge of the current President of the society. In the event that, both the President and the Vice President are unable to act, the secretary shall perform the duties and exercise the powers of the President.
- d. Duties of the Treasurer: The Treasurer shall be the principal financial officer and shall have general supervision and control over the monies and properties of this society. The Treasurer may disperse operating expenses of \$500 without needing addition approval. Above \$500 all pay out money for current operating expenses and all checks or electronic transactions shall be with the full knowledge of the President or some other officer. Capital expenditures, of \$5,000 or more, shall be authorized by a majority vote of a quorum of the membership at any annual or special meeting. The Treasurer shall render a full and complete report on the financial affairs of this society at the annual formal meeting. The Treasurer shall:
1. UBSCONE deeply values and appreciates the overarching UB social organizations that we are engaged with and therefor chooses to remit a total of 10% annual tithes (gross receipts) to such organizations. If UBSCONE is engaged with more than one UB social group, this yearly contribution would then be prorated to maintain a total 10% annual contribution. [example: 2 social groups: - 5% annual dues, 3 social groups:- 3 1/3% annual dues]

Accordingly, as we are currently engaged with two UB social groups, the Treasurer shall remit to the respective treasurers of the Fellowship and the UAUS Council of Local Presidents (CLP) 5% of all gross receipts at least once a year, and more often if the members request it be so.

2. Receive income, dues and donations when the governor Board request it be done, until there is a person elected for receiving income as a financial secretary.

### **Section 6.5: Vacancies**

Whenever vacancy shall occur in any of the foregoing offices, such vacancies may be filled at any formal meeting of this society. A quorum of the members may elect a successor to such office to serve during the unexpired term thereof from nominees submitted by the Governing Board or made from the floor.



**Section 6.6: Limitations**

No person shall hold more than one (1) office at a time, nor shall any officer serve as the chairperson of any standing committee.

**ARTICLE 7: GOVERNING BOARD****Section 7.1: Members**

The Governing Board shall consist of the officers of this Society and members-at-large elected by the membership. There will be a minimum of three selected and a maximum of seven. The immediate past president has the right to participate on the governing board with voice but not vote. He or She will not be counted as a member at large.

The expectation is that members-at-large may assume a chair of one of the currently active standing committees. The President and Secretary of this society shall serve as chairperson and secretary of the Governing Board.

**Section 7.2: Powers and Duties**

The Governing Board shall be vested with the power, actively, to manage all the affairs of this society in accordance with all this constitution. It shall have the power to veto or modify any act of any officer of this society, or of any standing committee by a 2/3 majority minus one vote.

**Section 7.3: Meetings**

The Governing Board shall meet at least four times annually. Special meetings shall meet at the call of the chairperson, usually the President, and notice thereof shall be given one week prior to such a meeting stating time, place, and purpose of such meeting. A quorum of the Governing Board consists of a majority of its members. Meetings may make use of a digital communication system such as Skype or Zoom.

**ARTICLE 8: STANDING COMMITTEES****Section 8.1: Membership Committee**

The membership Committee shall pass upon the eligibility and qualifications of all candidates for membership of this Society and shall notify the Governing Board of such action. This committee shall be responsible for planning the initiation ceremony for new members, in accordance with minimum requirements of the Charter Committee of The Fellowship, and for conducting such ceremony. In addition, the Membership Committee shall make the determination of changes in membership status. The membership committee will work with the Treasurer and Secretary regarding all matters pertaining to dues and membership status. At least one of these officers, Secretary or Treasurer should be an active member of that year's committee.

**Section 8.2: Committee of Local Affairs and Service.** This committee interfaces with special relationships of local projects for example the GARDEN SCHOOL. It would also be responsible for developing both short term and long-term service projects that would benefit the readers of the Urantia Book.

**Section 8.3: Committee for the Advocacy of Unification and Merging Urantia Book Groups**

This committee may serve locally, nationally, and/or globally to promote the unification of competing and redundant UB social groups to the end that efficiency of group function is improved, and spiritual unity is enhanced.

**Section 8.4: Annual Retreat Committee**

This committee has at least 3 members in addition to the chairperson. The chairperson keeps the President informed of the planning and progress of the retreat. The resources of the entire Governing Board are available to help with this largest event of the year. The Treasurer may assist with financial matters, as necessary. The membership committee may present new members and rituals of installation.

**Section 8.5: Communication and Website Committee**

This committee is responsible for interfacing with existing committees of the Urantia Fellowship, Urantia Association International and the Urantia Foundation as well as others that may be deemed helpful. Writing articles and posting dates to available websites are appropriate tasks. This committee also considers updating the current website of UBSCONE and collecting histories, minutes, articles, and calendar items as deemed possible and effective. Other existing websites like the Fellowship – Apricot, the joint Study Group Portal, and even independent groups of outreach for example the Christ Experiment may be utilized if found effective. Any possible new or controversial postings to websites would be review by at least two other committee members or officers.

**Section 8.6: Committee of Spiritual Community Building in New England**

This committee appoints upon the approval of the Governing Board a “Spiritual Community Coordinator” for a term to be renewed every two years.

This person reviews existing needs, generate ideas, and work within the current structure to enhance good will, service, and community outreach to New England.

**Specific tasks include yet are not all inclusive of:**

1. Identifying a “Hospitality Director” who acts as a contact person for visitors to New England and coordinate a study/worship service to welcome guests.
2. Identifying a “Service Director” who acts as a point person for members of the community to contact when they need help.

**Section 8.7: Additional Standing Committees**

If deemed expedient, the Society may establish additional standing committees as needed; possible examples are nominating, social, worship, finance, or youth.

**Section 8.9: Composition of Standing Committees**

A standing committee shall be formed by the governing board after the “members-at-large” have been elected. A member-at-large becomes the chair of a committee appropriate to their interests and skills. The chair is encouraged to find two or three other people to complete the committee. They serve at the pleasure of the chair and governing board. Terms of service are defined by the committee itself with the approval of the Governing Board. It is a reasonable expectation for committee members to service at least two years to foster continuity. The governing board is responsible to review annually the number of standing committees that are active, the composition of the committees, and to help with the discerning of members who are good candidates for service.

**Section 8.10: Quorum of Standing Committee**

A quorum of any standing committee shall consist of a simple majority of its members, which must number at least 3 persons. Committees may function without a full group of members yet understand any momentous decision or policy would need the approval of the Governing Board.

**ARTICLE 9: QUALIFICATIONS FOR TAX EXEMPT STATUS  
AND DISSOLUTION**

**Section 9.1:**

This society is organized exclusively for religious, charitable, and educational purposes within the meaning of the Section 501 (C)(3) of the Internal Revenue Code.

**Section 9.2:**

No part of the net earnings of the Society shall be for the benefit of, or be distributed to, its members or any private individual. No substantial part of the activities of the Society shall be the carrying on of propaganda or otherwise attempting to influence legislation. The Society shall not carry on any activities not permitted to be carried on under Section 501 C (3) of the Internal Revenue Code.

**Section 9.3:**

Upon dissolution of the Society, all of the assets of the Society shall be distributed to the successor organization of said Society, if such organization qualifies under Section 501 (C)(3) of the Internal Revenue Code; and, if there be no successor to this Society, then all of its assets shall be distributed to any organization of the Fifth Epochal Revelation, or exclusively for the purposes of

an organization or organizations organized and operated exclusively for Charitable purposes shall qualify for exemption under section 501 (C)(3) of the internal Revenue Code, or to the Federal Government, or to a state or local government for a public purpose.

### **ARTICLE 10: RATIFICATION PROCESS & AMENDMENTS**

This constitution may be amended by a three-fourths vote of the active membership at any formal or special meeting, provided that all active members have been send a copy of the amendment or amendments to be voted upon at least thirty (30) days in advance of the meeting.

### **ARTICLE 11: PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised, shall be the parliamentary authority in all matters not specified in this constitution.

## **UBSCONE BY-LAWS**

### **CHAPTER 1: FINANCES**

#### **Paragraph 1.1: The Governing Board**

The Governing Board \* shall be empowered to establish annual dues to be payable by each member as part of the requirements for maintaining active status in Society. (Approved 5/16/81)

### **CHAPTER 2: GOVERNING BOARD**

#### **Paragraph 2.1: Outgoing Society Presidents**

Outgoing Society presidents will remain as ex-officio members of the Governing Board for a period of one year following their regular term of office. (Approved 5/14/82)

\* Note that the original constitution used the term "governing committee" for what is now called the governing board.