

Notice of Annual Meeting and
Proposed Bylaw Amendments

November 30, 2011

Dear Friends,

Our 2012 Annual Meeting will be on Sunday evening, January 29, 2012, at 6:30 p.m. Naturally, dinner and fellowship will precede the meeting. One of the things on the Agenda for that evening is to vote on Amendments to our Bylaws. The relevant section of the Bylaws governing Amendments is as follows:

**Article XI
Amendments**

These Bylaws may be amended at any Annual Meeting of the Church, or Special Meeting of the Membership properly called specifically for that purpose. The amendments must be passed by a two thirds (2/3) vote of Active Members present and voting provided the Amendment was submitted in the call to the meeting which was mailed or delivered at least fourteen days prior to the meeting.

Please consider this letter your call to the meeting and notice of the proposed amendments to the Bylaws.

At the November 17, 2011, meeting of the Executive Council we voted to recommend to the congregation a number of Amendments to the Bylaws. We recommend these changes for the following reasons: (1) to clarify portions of the Bylaws (2) to bring certain Bylaws into conformance with our actual practice and (3) to update our Bylaws to more common and accepted practices.

The portions of the Bylaws affected are:

1. Article VI, Section 1A, (Executive Council Membership)
2. Article VI, Section 1B (Executive Council Responsibilities)
3. Article VII, Sections 1 and 2, Boards and Committees (General)
4. Article VII, Section 4 (Outreach Board)
5. Article VII, Section 5 (Faith Development Board)
6. Article VIII, Section 2, (Pastoral Relations Committees)
7. Article VIII, Section 3 (Memorial Gifts Committee)

It has been our practice to include the proposed changes with this letter. However, in an effort to save printing and mailing costs and natural resources, we are going green and offer the following options for you to examine the proposed amendments:

1. At the same time that we sent this letter and notice of the Annual Meeting and of the proposed Amendment changes via regular mail, we also sent an email to all members with email addresses. There is an attachment to the email that sets forth each of the proposed changes together with the reason for each change. You may download this attachment and examine it on your home computer.
2. This same information is available in binders on the tables in the Courtyard beginning December 4. Feel free to review the proposals during our coffee and fellowship time after Sunday worship and then leave the binders on the table when you are finished.
3. You may pick up a printed copy of the information in the Church office.
4. A copy of the current Bylaws and the proposed Amendments together with explanations is posted on the Church website.

When you read the proposed Amendments, here is the key to understanding the format:

1. The purpose of proposed Amendment is set forth at the beginning of each proposed change.
2. Bylaw changes are shown as follows:
 - a. words to be eliminated are ~~struck through~~
 - b. words to be added are in *italics* and underlined
3. "New" Bylaw is presented in clean copy for ease of reading.

On Sunday, January 15, there will be a short meeting in the Sanctuary at 11:30 a.m. for anyone who has questions about the proposed changes. You are also welcome to email or phone me. (jopomeroy@gmail.com, 650-964-7332)

Thank you for your attention to this important work of the church,

Very truly yours,

Jo Pomeroy
Moderator