

**BYLAWS OF THE**  
**CENTER FOR SPIRITUAL AWAKENING**  
**DbA: Center for Spiritual Living - Olympia**

A State of Washington Nonprofit Religious Corporation

**ARTICLE 1 NAME OF CENTER**

The name of this Center is Center for Spiritual Awakening, dba Center for Spiritual Living – Olympia (hereafter referred to as Center or CSLO).

**ARTICLE 2 - OFFICES**

The principal office for maintaining and keeping of files and records resides with the current Core Council Secretary. The Core Council may change the principal office from one location to another. Refer to the current Policies and Procedures Manual for specifics relating to the current mailing address and physical location of records.

**ARTICLE 3 - PURPOSES AND POWERS**

**Section 3.1 Purposes.** The Center is organized and shall be operated exclusively for religious and charitable purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. Subject to the foregoing, the specific purposes and objectives of the Center shall also include teaching, educating, and practicing the Science of Mind.

**Section 3.2 Powers.** In furtherance of the foregoing purposes and objectives (but not otherwise) and subject to the restrictions set forth in Section 3.3 (Restrictions on Powers), the Center shall have and may exercise all of the powers now or hereafter conferred upon nonprofit corporations organized under the laws of the State of Washington and may do everything necessary or convenient for the accomplishment of any of the corporate purposes, either alone or in connection with other organizations, entities, or individuals, and either as principal or agent, subject to such limitations as are or may be prescribed by law.

**Section 3.3 Restrictions on Powers.**

(a) No part of the net earnings of the Center shall inure to the benefit of or be distributable to any Member of the Center which is not then an exempt organization described in section 501(c)(3) of the Internal Revenue Code, any Core Council member or Corporate Officer of the Center or any other individual (except that reasonable compensation may be paid for services rendered to or for the benefit of the Center affecting one or more of its purposes), and no member of the Center which is not then an exempt organization described in section 501(c)(3) of the Internal Revenue Code, and no Core Council member or Corporate Officer of the Center or any other individual shall be entitled to share in any distribution of any of the corporate assets on dissolution of the Center or otherwise.

(b) No substantial part of the activities of the Center shall consist of carrying on propaganda or otherwise attempting to influence legislation. The Center shall not participate or intervene in (including the

publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

(c) In the event of dissolution and the discontinuance of the activities of this Center, the Core Council, after payment of or provision for all of its liabilities, shall cause the Center's remaining assets to be paid over or transferred to any among one or more exempt organizations described in Section 501(c)(3) of the Internal Revenue Code, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code. The organizations to receive such property, and their respective shares and interests shall be determined by the Core Council.

(d) Notwithstanding any other provision of the Articles of Incorporation, the Center shall not carry on any activities not permitted to be carried on by a corporation exempt from federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code, or by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code.

## **ARTICLE 4 - CONSTRUCTION; DEFINITIONS**

**Section 4.1 Construction; Definitions.** Unless the context otherwise requires, the general provisions, rules of construction, and definitions in the State of Washington Nonprofit Religious Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and non-binary; the singular includes the plural, the plural includes the singular; the term "person" includes both a legal entity and a natural person; the term "Council" refers to the Core Council; the term "Center" refers to this Center for Spiritual Living, and the term "CSL" refers to Centers for Spiritual Living, in Golden, Colorado.

## **ARTICLE 5 - AFFILIATION WITH CENTERS FOR SPIRITUAL LIVING**

**Section 5.1 Affiliation with Centers for Spiritual Living.** This Center is affiliated with Centers for Spiritual Living, a Colorado Nonprofit Religious Corporation. In accordance with the terms of the Member Community Affiliation Agreement entered into between this Center and CSL, nothing in these Bylaws shall conflict with the CSL Organizational Design Model, the CSL Bylaws, or the provisions of CSL's Articles of Incorporation relating to the exempt status of CSL and/or this Center under Section 501(c)(3) of the Internal Revenue Code, as any of those documents are amended from time to time.

## **ARTICLE 6 - MEMBERSHIPS**

**Section 6.1 Qualification and Classes of Membership.** Any person at least eighteen (18) years of age may become a Member upon completing a Membership Agreement, a Pledge Card, a Foundational level class or equivalent as detailed in the Policies and Procedures Manual, and approval thereof by the Core Council. Although not a requirement for membership, members are strongly encouraged to perform a volunteer service in support of the Center and to better integrate into the community.

**Section 6.2 Duties and Privileges of Members.** The duties and privileges of the Members of this Center shall be as follows:

(a) To uphold the teachings and practices of Science of Mind and Spirit and to exemplify these teachings and practices in daily life.

(b) To regularly attend the religious and social meetings of this Center. Members outside of the physical area may agree to participate in the activities of this Center online or by other means of communication.

(c) To read, study and practice the literature of Science of Mind and Spirit diligently.

(d) To make regular and identifiable contributions of their time, talent, and treasure to the support of this Center. This includes making an annual pledge commitment, using a pledge card or other acceptable means, and an active commitment to service where possible.

(e) To attend the business meetings of this Center, whenever possible, and to vote therein.

(f) To hold office and/or serve on committees or teams.

**Section 6.3 Dues, Fees, and Assessments.** No fixed membership dues shall be charged, but all Members shall be afforded the opportunity to subscribe a definite sum toward the expenses of this Center. This Center encourages and supports the practice of tithing by its members, and itself makes regular, identifiable financial and other contributions to Centers for Spiritual Living.

**Section 6.4 Members in Good Standing.** Any Member wishing to serve the Center in certain capacities, such as a Council member, must be in good standing. The Core Council shall determine good standing based upon the criteria outlined under the duties and privileges of a Member.

**Section 6.5 Termination of Membership.**

**(a)** Automatic Termination. Membership shall be automatically terminated by death, resignation, withdrawal, or transfer to another Center.

**(b)** Termination by Core Council. Membership may be terminated by the Core Council:

**(1)** When a member has not contributed to the financial support of, or participated in, the services or affairs of this Center for a period of at least one year.

**(2)** Termination of membership shall not become final until the Member has been notified in writing and has not objected to the termination within ten (10) days.

**(3)** Members whose membership is subject to termination under paragraph 6.5(b)(2), above, shall not be terminated upon objection if they show evidence of financial support and agree to continue supporting this Center according to the duties and privileges of Section 6.2, above.

**(4)** A membership may be terminated for cause by a two-thirds (2/3) vote of the Core Council upon determination that a member is acting to the detriment of this Center. The member must be sent written notice of membership termination and has ten (10) days to file a written objection with the Core Council President. Said Member shall not be terminated upon objection until they have had the opportunity to present reasons why they should not be terminated to the Core Council. After hearing such reasons, the Core Council, in their sole discretion, may find the termination unwarranted and reinstate the member, suspend the member for a stated period of time, or may terminate the membership. The decision of the Core Council shall be final and not subject to further appeal.

**Section 6.6 Membership Records** – The Secretary of the Core Council shall maintain a true, complete, and up-to-date permanent record containing at least the name, address, and date of confirmation of each

member of the Center. Such record shall establish membership for all purposes and shall be available for inspection by any members of the Center at all reasonable times.

## **ARTICLE 7 - MEETING**

**Section 7.1 Annual Meeting.** A regular annual meeting of the members of this Center shall be held. The time and place of the meeting shall be established by the Core Council. Notice of all membership meetings must be announced during at least two Sunday services before the meeting, and/or written or emailed notice must be given to all members. Such announcement or notice must be given at least twenty-one (21) days prior to such meeting. Such notice shall specify the place, date, and hour of the meeting, and the means of electronic transmission, if any, being provided. Such notice shall also state what vacancies are open on the Core Council, whether any existing Core Council members wish to stand for reelection, and invite all members in good standing willing to stand for election to present their names to the Nominating Committee. Such annual meeting may be adjourned from day-to-day or to a subsequent day by majority vote of the members in attendance at such meeting.

**Section 7.2 Annual Meeting Agenda.** At the annual meeting of this Center, the membership shall receive appropriate and comprehensive reports of the activities of this Center during the preceding year including a complete statement of the financial condition of this Center. The membership shall elect Core Council members to fill the positions of the terms then expiring and pass upon and transact such other business as may properly come before such meeting.

**Section 7.3 Special Meetings.** Special meetings of the members of this Center may be called at any time by the Senior Minister or the Presiding Officer of the Core Council, or a majority of the members of the Core Council or by twenty percent (20%) or more of all members of the Center. Notice of Special Meetings shall be given by the same methods as for Annual Meetings of members. Notice of any special meeting shall specify, in addition to the place, date and hour of such meeting, the nature of the business to be transacted. No business, other than the business that was set forth in the notice of the meeting, may be transacted at a Special Meeting.

**Section 7.4 Authority for Electronic Meetings.** The Board may authorize electronic meetings of the membership that allow members not physically present to participate. Such methods may include audio, video, computer, or any other methods of real time communication.

Members so participating assume all of the rights and duties of members attending the meeting live and in person. Such electronic meetings must allow members reasonable opportunity to participate and vote.

### **Section 7.5 Quorum.**

A quorum shall constitute at least 51% of members of record being present at any meeting for the transaction of business of the Center.

### **Section 7.6 Voting Powers**

- (a)** At any Annual or Special meeting, each member shall be entitled to one vote, except on the election of Council members.
- (b)** Voting may be by voice or by ballot, except that any election of Council member must be by ballot if demanded by any member at the meeting before the voting begins.

- (c) For any election of Core Council members, nominations shall be received as provided in Article 10. (Nomination of Core Council Members.) Each member shall be entitled to cast a total number of votes equal to the number of positions on the Core Council to be filled at such meeting, casting only one (1) vote for each nominee of choice, up to the number of positions to be filled. Election of Core Council members shall be by secret ballot, if demanded by a member, as set forth in 7.6(b). (Also see 10.1) The nominees receiving the highest number of votes shall be elected. In the event that a tie occurs for any position to be filled, a run-off election shall take place between the nominees whose votes were tied, and such voting shall be by secret ballot. In the event the number of nominees equals the number of positions to be filled, election may be accepted by acclamation.
- (d) No proxy vote will be recognized, accepted, or validated at any meeting where a member is entitled to vote. Members must be physically present or participating electronically in order to vote.
- (e) If a quorum is present, the affirmative vote of a majority of the voting power represented at the meeting, entitled to vote, and voting on any matter, shall be deemed the act of the members unless the vote of a greater number is required by the Nonprofit Religious Corporation Law, the Articles of Incorporation, or as otherwise set forth in these Bylaws.

## **ARTICLE 8 – CORE COUNCIL**

**Section 8.1 General Powers.** The secular activities, business, and affairs of this Center shall be managed, and all corporate powers shall be exercised, by or under the direction of the Core Council. The Core Council shall consist of 6 Members, plus the Senior Minister.

**Section 8.2 Specific Powers.** In addition to their general powers, the Core Council shall have the specific powers to:

- (a) Retain the Senior, Co- and Associate Ministers and appoint all Center officers, agents, and employees, prescribe powers and duties for them, and fix their compensation.
- (b) Set the vision, mission, goals, objectives, and strategies of the Center.
- (c) Borrow money and incur indebtedness in the ordinary course of business on the Center's behalf.
- (d) Amend the Center's Articles of Incorporation.
- (e) Recommend changes to the Center's Bylaws to the membership, subject to approval by a majority vote of a quorum (as defined in Section 7.5) of the entire membership voting at a duly noticed regular or special meeting called for that purpose.
- (f) Dispose of all or substantially all of the Center's assets, including any real estate owned by the Center, subject to approval by the majority of the entire membership voting at a duly noticed regular or special meeting called for that purpose.
- (g) Adopt or amend a merger, subject to approval by the majority of the entire membership voting at a duly noticed regular or special meeting called for that purpose.
- (h) Elect to close and dissolve the Center, subject to approval by the majority of the entire Membership voting at a duly noticed regular or special meeting called for that purpose.

- (i) Exercise all other rights and powers conferred by law, or by this Center's Articles of Incorporation or Bylaws.

### **Section 8.3 Mutual Support and Collaboration of Core Council and Senior Minister.**

Each Member of the Core Council has a duty to support the goals and aspirations of the Senior Minister and the vision and direction of the Center. This does not mean there cannot be healthy debate but once a decision is legally and properly made by the entire Core Council, each Member must support that decision. Criticizing any minister, practitioner, or other Member of the Core Council outside of the confines of a legally called meeting is a breach of the fiduciary duty of a member. If a Member of the Core Council can no longer support the direction set by the Senior Minister or the remainder of the Core Council, they must either resign or use the legally constituted methods within board protocol to make necessary changes. Once a decision has been properly and legally made by the Core Council, the Senior Minister must honor the decision of their Core Council, putting the best interest of the Center as a whole before their personal interests.

### **Section 8.4 Role of the Core Council**

- (a) Support** – All activities of the Core Council must support the Center's purpose.
- (b) Financial Development, Stewardship, and Integrity** – The Core Council is responsible for ensuring that the Center is adequately financed to fulfill the objectives set by the Core Council. The Core Council ensures the financial integrity of the Center.
- (c) Priorities and Policies** – The Core Council sets priorities and establishes policies for the operation of the Center and develops the procedures and plans for the implementation of these policies, maintained in the Policies and Procedures Manual.
- (d) Leadership** – The Core Council is responsible for ensuring the achievement of the Center's goals, objectives, and policies.
- (e) Responsibility** – The Core Council is responsible to the membership of the Center.

## **ARTICLE 9 – CORE COUNCIL OFFICERS OF THE CENTER**

**Section 9.1 Identity of Corporate Officers.** The corporate officers of this Center shall be a President, a Vice President(s), a Secretary, and a Treasurer/Chief Financial Officer. Corporate officers shall be elected by the Core Council in the manner specified in Section 10.6(c) of these Bylaws. The Treasurer may but need not be a Member of the Core Council.

**Section 9.2 Combination of Offices.** Any two or more offices, other than the offices of President and Secretary may be combined.

**Section 9.3 Powers of Corporate Officers.** The corporate officers shall have the authorities, powers and duties usually accorded or pertaining to such respective officers, except as the Core Council may, from time to time, enlarge upon or limit the same.

**Section 9.4 President.** Subject to the control of the Core Council, the President shall be the chief executive officer and general manager of this Center and shall supervise, direct, and control the Center's activities, affairs, and officers. The President shall preside at all Members' meetings and at all Core Council meetings. The President shall have such other powers and duties as the Core Council, or the Bylaws may require. As authorized by the Core Council, the President may appoint committees, except those of an ecclesiastical nature.

**Section 9.5. Vice President.** If the President is absent or disabled, the Vice President shall perform all duties of the President. When so acting, a Vice President shall have all powers of and be subject to all restrictions on the President. The Vice President shall have such other powers and duties as the Core Council, or the Bylaws may require.

**Section 9.6. Secretary.** The Secretary shall keep, or cause to be kept, at this Center's principal office or such other place as the Core Council may direct, a book of minutes of all meetings, proceedings, and actions of the Core Council, committees of the Core Council and of Members' meetings. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, general, or special, and, if special, how authorized; the notice given; the names of persons present at Core Council and committee meetings; and the number of members present or represented at members' meetings.

The Secretary shall keep, or cause to be kept, at the principal office of this Center, a copy of this Center's Articles of Incorporation and Bylaws, as amended to date. The Secretary shall keep, or cause to be kept, at the principal office of this Center, a record of this Center's members, showing each member's name, physical address, telephone number(s), and e-mail address.

The Secretary shall give, or cause to be given, notice of all meetings of members, of the Core Council that these Bylaws require to be given. The Secretary shall have such other powers and perform such other duties as the Core Council, or the Bylaws may require.

**Section 9.7 Treasurer/Chief Financial Officer.** The Treasurer/Chief Financial Officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of this Center's properties and transactions. The Treasurer/Chief Financial Officer shall send or cause to be given to the members of this Center and of the Core Council such financial statements and reports as are required to be given by law, by these Bylaws, and/or by the Core Council. The books of account shall be open to inspection by any member of the Core Council at all reasonable times.

The Treasurer/Chief Financial Officer shall (1) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of this Center with such depositories as the board may designate; (2) disburse this Center's funds as the Core Council may order; (3) render to the President, and the Core Council, when requested, an account of all transactions as Treasurer/Chief Financial Officer and of the financial condition of this Center; and (4) have such other powers and perform such other duties as the Core Council or the Bylaws may require.

If required by the Core Council, the Treasurer/Chief Financial Officer shall give this Center a bond in the amount and with the surety or sureties specified by the Core Council for faithful performance of the duties of the office and for restoration to the Center of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Treasurer/Chief Financial Officer on their death, resignation, retirement, or removal from office.

**Section 9.8 Removal of Officers.** The Core Council may remove any member of the Core Council, except the Senior Minister, by a two-thirds (2/3) vote. Any member so removed may request reconsideration of such removal by the membership of this Center, setting forth in detail their grounds for requesting reconsideration, provided that such written request for reconsideration is filed within thirty (30) days of their removal as an Officer, and that a copy of the request for reconsideration be simultaneously sent to the Core Council. The action of the Core Council shall be considered final if such written request for reconsideration is not filed within such period. Such reconsideration shall be heard at a duly noticed meeting of the membership and shall be confirmed or denied by a majority of the membership.

**Section 9.9 – Role of Senior Minister as Core Council Member** – The Senior Minister of the Center shall be one of the Core Council member and shall be a voting member, with all the powers and duties of a Core Council member. The Senior Minister shall not be elected to or required to fill any other Core Council office.

**Section 9.10 Qualification of Members of the Core Council Members** - Members of the Core Council must be members of the Center in good standing, have taken at least one year of classes or equivalent, be active pledgers and be mentally and physically capable of carrying out all of the duties and obligations of a Core Council member.

**Section 9.11 Compensation and Reimbursement.** It is the policy of this Center that, except for the Senior Minister, or as provided in the Policies and Procedures Manual, members of the Core Council serve without compensation. This policy does not preclude establishment of per diems or other reimbursement for expenses.

**Section 9.12 Terms of Office** – Except for the Senior Minister, who serves on the Core Council for the duration of their retention at the Center, all Core Council members shall serve two (2) year terms. A Council member may be elected to three (3) consecutive terms. A Council member having completed three consecutive terms, may not be eligible for re-election or appointment for at least one year after expiration of the most recent terms of office.

**Section 9.13 Appointed Council Members** – In the event that a Core Council Member is appointed to fulfill an incomplete term, that Core Council member shall be eligible for three (3) subsequent, full two (2) year terms following the appointed term.

## **ARTICLE 10 – NOMINATIONS AND ELECTIONS OF CORE COUNCIL**

**Section 10.1 Nominations and Elections of Core Council** - A Nominating Committee of at least two (2) Members of the Core Council, two (2) Members of the congregation not currently serving on nor seeking election to the Core Council, and the Senior Minister shall be appointed by the Core Council to nominate a slate of qualified candidates to serve on the Core Council. In the event that there is no Senior Minister, a Nominating Committee of at least three (3) Members of the Core Council shall be appointed by the Core Council to nominate a slate of qualified candidates to serve on the Core Council. In the event that there is no Senior Minister and there are either not enough Council members to serve on the Nominating Committee, or there is an actual or apparent conflict between the Core Council and the membership, a Nominating Committee consisting of one (1) Member of the Core Council and two (2) Members of the congregation not currently serving on the Core Council, shall be formed by majority vote of the membership. The Nominating Committee must be announced to the congregation at least thirty (30) days prior to the annual meeting and afford all qualified members of the Center a reasonable opportunity to submit their names to the Nominating Committee. No Council Member wishing to serve another term and up for election may serve on the Nominating Committee. The Nominating Committee may produce a slate of candidates and announce the slate for at least two (2) Sundays prior to the annual meeting. Any Member in good standing otherwise qualified to serve on the Core Council who submitted their name in a timely fashion to the Nominating Committee but was not picked for the slate may be nominated from the floor at the annual meeting. No other floor nominations shall be accepted. If there are no nominations from the floor and the number of nominees on the slate is the same as the number of vacancies on the Core Council, the slate may be elected by acclamation after appropriate motion. If there are permitted nominations from the floor and/or the number of nominees exceeds the number of vacancies on the Core Council, a secret ballot must be conducted listing all nominees. The nominees receiving the highest votes



for the positions to be filled shall be deemed elected. Each member entitled to vote may do so only in person and no proxy shall be valid.

**Section 10.2. Nominee's Right to Solicit Votes.** In the case of a contested election, the Core Council shall formulate procedures that allow a reasonable opportunity for a nominee to communicate to members the nominee's qualifications and the reasons for the nominee's candidacy, a reasonable opportunity for the nominee to solicit votes, and a reasonable opportunity for all members to choose among the nominees.

**Section 10.3 Vacancies on Core Council.** Vacancies on the Core Council shall be deemed to exist in case of death, resignation, or removal of any Core Council member, or if the authorized number of Core Council members is increased, or if the members fail, at any Annual or Special Meeting of the Members at which Core Council members are elected, to elect the full authorized number. If the Core Council accepts the resignation of a Core Council Member submitted to take effect at a future time, the successor shall take office when the resignation becomes effective. Vacancies may be filled and the successor to such office appointed for such unexpired term by a majority vote of the remaining Members of the Core Council. In all cases, the successor must meet the requirements set forth in section 9.9 of these Bylaws.

**Section 10.4 Forfeiture of Membership by Absence from Meeting.** Any Member of the Core Council who is absent from two (2) consecutive regular and/or special meetings of the Core Council without reasonable excuse may, at the discretion of the rest of the Council members, forfeit their position as a Member of Core Council and shall be advised accordingly by the Secretary of the Council. A Member of the Core Council forfeiting their position under this paragraph may be reinstated, upon a showing of good cause, by a majority of the remaining Members of the Core Council.

**Section 10.5 Removal of a Member of Core Council.** The Core Council may remove any Member of the Core Council other than the Senior Minister by a two-thirds (2/3) vote of the Council. Any Member of the Core Council so removed may request reconsideration of such removal by the membership of this Center, setting forth in detail their grounds for requesting reconsideration, provided that such written request for reconsideration is filed within thirty (30) days of their removal as a Member of the Core Council and that a copy of the request for reconsideration be simultaneously sent to the Core Council. The action of the Core Council removing the Member shall be considered final if such written request for reconsideration is not filed within such period. Such reconsideration shall be heard at a duly noticed meeting of the membership and shall be confirmed or denied by a majority of the membership.

**Section 10.6 Meetings of the Core Council.**

**(a) Place of Core Council Meetings.** All meetings of the Core Council shall be held at any place mutually agreed upon by the Core Council.

**(b) Authority for Electronic Meetings.** The Core Council may authorize electronic meetings which allow Members not physically present to participate. Such methods may include audio, video, computer, or any other methods of real time communication. Members so participating assume all of the rights and duties of members attending the meeting live and in person. Such electronic meetings must allow members reasonable opportunity to participate and vote.

**(c) Election of Officers** Within 30 days after each annual meeting of Members, the Core Council shall hold a meeting for purposes of organization, election of officers, and transaction of other business. At this meeting, the Secretary of the outgoing Core Council shall act as Chairman pro tem while the new President is elected. The new President shall then assume office and proceed with the elections of the officers.

**(d) Regular Meetings.** Regular meetings of the Core Council shall be held at least monthly at such time and place as determined by the Core Council.

**(e) Special Meetings.** Special meetings of the Core Council for any purpose may be called at any time by the President or Vice President, the Secretary, Senior Minister, or any two Members of the Core Council. Notice of the date, time, and place as well as the purpose shall be sent to each Core Council Member at least seventy-two (72) hours prior to such meeting. Such notice is not required when all current Core Council Members are present when the decision to hold a special meeting is made.

**(f) Quorum.** A quorum for the transaction of business by the Core Council shall be a majority of Members thereof. A meeting at which a quorum is initially present may continue to transact business, despite the withdrawal of some Council Members.

**(g) Action by Unanimous Written Consent.** Any action that the Core Council is required or permitted to take may be taken without a meeting if all Members of the Core Council consent in writing to the action. Such action by written consent shall have the same force and effect as any other validly approved board action. All such consents shall be filed with the minutes of the proceedings of the Core Council.

**(h) Waiver of Notice.** Notice of a special meeting need not be given to any Council member who, either before or after the meeting, signs a waiver of notice, a written consent to the holding of the meeting, or an approval of the minutes of the meeting. The waiver of notice or consent need not specify the purpose of the meeting. All waivers, consents, and approvals shall be filed with the Secretary or made a part of the minutes of the meetings. Notice of a meeting need not be given to any trustee who attends the meeting and who, before or at the beginning of the meeting, does not protest the lack of notice to them.

## **ARTICLE 11 – COMMITTEES AND TASK FORCES OF CORE COUNCIL**

**Section 11.1. Creation and Powers of Committees.** The Core Council may appoint such standing, or ad hoc committees or task forces as are deemed necessary to carry on the business of this Center. Final action by any committee must be approved by the Core Council. The Senior Minister shall be an ex-officio Member of all committees. Any contracts proposed by any Committee shall be approved in advance by the Core Council and executed by an officer designated by the Core Council. Below are the standing committees.

- Definitions: Standing committees are those that are likely always to be needed (e.g., a finance committee or a governance committee).
- Ad hoc committees are groups charged with working on long range issues usually related to the strategic plan (e.g., a capital campaign or planning for facilities expansion).
- Task forces deal with specific tasks that can be accomplished within a reasonably short time frame (e.g., bylaws review or working with staff to explore implications of a possible venture with another organization). Short-term task forces allow more flexible use of council member interest, time, and talents.

**Section 11.2 Finance Committee.** The Finance Committee shall be established under the following guidelines: The Treasurer, Bookkeeper and Senior Minister shall serve on the Finance Committee, along with at least one member of the Prosperity Team, one member of the Core Council (which can be the Treasurer if the Treasurer is a member of the Core Council) and one Practitioner. The Finance Committee shall perform duties as necessary to support the Core Council in setting goals, preparing, and recommending an annual budget, reviewing the financial records of the Center, and holding a consciousness of overall prosperity for the Center.

**Section 11.3 Investment Committee.** This Center shall have a standing Investment Committee consisting of the Senior Minister, the Treasurer, the Finance Committee Chair plus two (2) to five (5) additional at large members. Only one family member at a time may serve on the Investment Committee. The Investment Committee shall act with the care, skill, prudence, and diligence, under the circumstances then prevailing, that a prudent person acting in like capacity and familiar with these matters would use in the conduct of an enterprise of the character and with like aims to accomplish the purposes of the institution. Individual investments shall be considered as part of an overall investment strategy. The Investment Committee shall consider present and future financial requirements, expected total return, general economic conditions, the appropriate level of risk, appropriate levels of income, growth and long-term net appreciation, and the probable safety of the funds. The Investment Committee may retain professional money managers and shall develop an investment policy that shall be reconsidered at least annually, in light of the changing needs of this Center, economic conditions, and any other factors that may affect this Center's tolerance for risk and need for income. The Investment Committee may recommend the retention of property contributed by a donor (whether or not it produces income), and a donor's request should be a factor in making the determination of whether to sell a particular asset contributed by a donor. The Investment Committee reports to the Finance Committee.

**Section 11.4 Nominating Task Force.** The Core Council shall annually appoint a Nominating Task Force following the guidelines in Section 10.1.

**Section 11.5 Other Committees and Task Forces.** The Core Council may appoint other ad hoc committees, as deemed necessary. Such committees may include a Membership Committee, Marketing/Outreach Committee, New Home/Facilities Committee, Events/Fundraising Committee, Senior Minister Selection Task Force (see Sections 13.3 & 4), an Audit Task Force or any other Committee or Task Force necessary for the healthy operation of the Center and support of the Core Council.

## **ARTICLE 12 – CONFLICT OF INTEREST**

**Section 12.1 Core Council Member.** A Core Council member may not be either a close relative nor have a live-in relationship with any employee of the Center or other Core Council Member serving a concurrent term, unless specifically approved by the Core Council.

**Section 12.2 Business affairs.** The Core Council's responsibility to manage the business affairs of this Center is primary and absolute over any individual Core Council Member's personal benefits. Except as specifically provided in Section 13.3, no business transactions shall be entered into by the Core Council between this Center and any person who is a Member or Member-elect of the Core Council or any entity in which such a person or any member of a person's immediate family shall have an opportunity for financial gain.

**Section 12.3. Contracts With Members of the Core Council.** No Member of the Core Council of this Center may have a material financial interest in any contract with this Center unless the transaction is approved by a majority of all the other Members of the Core Council not having any financial interest

**Section 12.4 Special Circumstances.** The Center recognizes that in specific instances or unique matters it may be in the best interest of this Center to enter into a business transaction of the type otherwise prohibited above. Such a transaction may be permitted if:

- a) The Core Council complies with all provisions of state law relating to transactions between a non-profit organization and a Core Council Member, and

- b) The Core Council is fully apprised of the fact that the proposed transaction is of the type otherwise prohibited in Section 13.2 and such disclosure is set forth in the minutes, and
- c) The Core Council finds and records in its minutes that the proposed transaction is particularly unique and advantageous to this Center and/or is upon terms and conditions which the Core Council believes to be more favorable to this Center than would be available in a similar transaction between this Center and another party.

## **ARTICLE 13 - OFFICE OF SENIOR MINISTER; QUALIFICATIONS**

**Section 13.1. Qualifications for Office of Senior Minister.** No person shall hold the office of Senior Minister of this Center unless they shall have been approved by Centers for Spiritual Living, or unless the Leadership Council of Centers for Spiritual Living accepts the minister's qualifications from another organization, and such minister affiliates with Centers for Spiritual Living.

### **Section 13.2. Powers and Duties of Senior Minister.**

The Senior Minister is the Director of this Center and shall be a Member of the Core Council. As Director of the Center, the Senior Minister shall work in collaboration with the Core Council in carrying out the day-to-day affairs of the Center. The Senior Minister is responsible for the implementation of planning and policy decisions based on the vision, mission, goals, objectives, strategies, and policies that they set in collaboration with the Core Council. The Senior Minister determines the nature and order of the services, events, classes, music, speakers, and workshops.

*[Comment – A healthy balance of power and a respectful, collaborative relationship between the Senior Minister and the Core Council has been demonstrated to keep centers running smoothly. It is a protection for both the Council and the minister. Consistent use of the principles of consensus decision making are highly recommended, as this ensures that all voices are heard, and all decisions are made in accordance with the highest ideals of our teachings. See 21.1 & 2 for further clarification of the consensus process.]*

**Section 13.3. Selection of Senior Minister.** The selection of a Senior Minister shall be determined by the membership in collaboration with the Selection Committee. All other aspects of the contractual relations between the Senior Minister and this Center shall be determined by the Core Council.

### **Section 13.4. Selection of Candidates for Senior Minister; Notice to Headquarters.**

Except in cases where the succession of Senior Minister has been previously established by the Center, the Core Council shall appoint a Search Committee to recommend candidates for the office of Senior Minister to the membership, and the membership shall select the Senior Minister. The search committee shall include at least one (1) lay member who is not currently serving on the Core Council, one (1) practitioner who is not currently serving on the Core Council, and one (1) member of the Core Council. The Core Council shall also, as soon as practicable but in no event later than 30 days after receipt of a Notice of Termination or Notice of Resignation of the Senior Minister, contact the Office of Field Services Resources at Centers for Spiritual Living headquarters and the Center's Regional Support Coordinator. The Regional Support Coordinator provides guidance in selecting a search committee, for any healing that needs to be done, as well in the process of creating the Center's vision for a new Senior Minister. The Department of Licensing and Credentials provides necessary information and guidance as to the use of an interim minister during the period of search and selection. The Department of Licensing and Credentialing also provides candidate credential review and posting to the field.

**Section 13.5. Terms of Employment for Senior Minister.** The Core Council shall arrange the terms of employment of the Senior Minister through an annual Letter of Call. This Letter of Call includes all roles and responsibilities of the Senior Minister, as well as details of compensation. The Senior Minister always retains the power to decide if they wish to serve as an employee of this Center or as an independent contractor, so long as they remain in compliance with the requirements of all applicable State and Federal laws and regulations. The Senior Minister also retains the power to determine their status in relation to Social Security.

**Section 13.6. Responsibilities of the Senior Minister**

The Senior Minister expresses the purpose and vision of this Center and of the Centers for Spiritual Living. The Senior Minister has the following major responsibilities:

- a) **Ecclesiastical Affairs** – The Senior minister shall have and exercise all of the powers, ecclesiastical duties and prerogatives usually accorded to the clergy as set forth in the Ministerial Code of Centers for Spiritual Living. This includes, without limitation:
  - The planning and conducting of all religious, spiritual, or worship services
  - The oversight of classes of instruction, both certificated and non-certificated
  - The leadership, oversight and conduct of the activities of all Practitioners, other ministers, organizations, ministry of prayer, affiliated groups, or individuals within the Center, keeping in alignment with Science of Mind principles and practices
  - The leadership, oversight and conduct of religious, spiritual, educational counseling, fellowship, and worship activities of the Center
  - Spiritual counseling to the Center's membership (for a fee, when appropriate and as determined by the Minister), including Practitioners, leaders, and active members, during reasonable hours or emergency situations.
- b) **Administrative Affairs** – The Senior Minister shall be:
  - Responsible for keeping the Centers for Spiritual Living generally informed as to this Center's current affairs, including preparation of the Annual Report and other requirements for good standing with Centers for Spiritual Living
  - The Center's spokesperson within public forums, including, but not limited to, the Center's stance on issues, topics, or public matters.

The above duties may be delegated by the Minister as they choose.

**Section 13.7. Resignation or Termination of Senior Minister.** In the event that this Center shall desire to call for the resignation of the Senior Minister, such employment may be terminated, or resignation called for, by a two-thirds (2/3) vote of the entire membership voting at such regular or special meeting called for that purpose.

**Section 13.8. Termination of Senior Minister for Cause.** A Senior Minister may be terminated for cause for a violation of the Ministerial Code, the CSL Professional Standards and Ethics Policies and Procedures Manual, and/or the Policy on Sexual Conduct of Centers for Spiritual Living, in accordance with the procedures set forth in the Policies and Procedures Manual of Centers for Spiritual Living. In the event the Senior Minister's status as Senior Minister is terminated by the Professional Standards and Ethics Committee, the Core Council shall terminate the Senior Minister in accordance with the decision. In the event of termination for cause, the vote of the membership shall not be necessary.

**Section 13.9. Notice of Meeting for Termination of Senior Minister.** Actions taken by the membership under Section 13.6, above, can be taken only at a regular or special meeting of the Members of this Center, to be held after notice of the time, place, and purpose of such meeting shall have been given by announcement at the public meetings of this Center for at least two (2) consecutive Sundays before the meeting, and written notice is given to all Members ten (10) days prior to such meeting. Only those Members in good standing who attend such meetings will be eligible to vote.

**Section 13.10. Authority to Establish Office of Co-Senior Minister.** With the prior approval and consent of this Center's Senior Minister and Core Council and upon a two-thirds (2/3) vote of the entire membership voting at a regular or special meeting called for that purpose, this Center may establish and select an individual to serve as this Center's Co-Senior Minister. Unless otherwise specifically provided in the Co-Senior Minister's letter of call or employment contract, the rights, powers, and responsibilities of any Co-Senior Minister shall be co-extensive with the rights, powers, and responsibilities of the Senior Minister of this Center.

## **ARTICLE 14 - PUBLIC POLICY**

**Limitations on Public Policy Pronouncements** – As a general rule, public policy pronouncements shall not be made on behalf of this Center or the Centers for Spiritual Living, by anyone other than the Senior Minister or Core Council President.

## **ARTICLE 15 - CENTER RECORDS AND FINANCES**

**Section 15.1. Accounting Records.** The Center shall maintain appropriate accounting records. Correct books of account of the activities and transactions of the Center shall be kept at the principal office, or place determined by Council, of the Center.

**Section 15.2. Minutes and Related Documentation.** The Center shall keep as permanent records minutes of all meetings of the Core Council and Annual and Special Meetings of the Members. The Center encourages all committees of the Center to keep minutes, notes, or other records and to file them as part of the permanent records of the Center. The Core Council Secretary is responsible for the maintenance of all such records.

**Section 15.3. Membership List.** The Secretary of the Core Council shall keep and maintain a fully up-to-date permanent record of Members containing at least the names, addresses, telephone numbers, and e-mail addresses of the Members. The Secretary shall promptly record all new Members of this Center and delete from the records all terminated Members. Such record shall establish membership of record for all purposes.

**Section 15.4. Center's Records Maintained at Principal Office.** This Center shall keep a copy of each of the following records at its principal office:

- (a) The Articles of Incorporation
- (b) The Bylaws
- (c) The Member Community Affiliation Agreement between this Center and CSL

(d) The most current versions of the Organizational Design Model, Bylaws, and Policies and Procedures Manual of CSL

(e) Copies of all filings and reports to any governmental agency

(f) All documents related to this Center's claim of exemption under Section 501(c)(3) of the Internal Revenue Code, including, without limitation, this Center's favorable determination letter granting tax-exempt status and/or documents pertaining to its group exemption status in conjunction with CSL

(g) The membership list referenced in Section 11.3

(h) Financial statements, including, without limitation, balance sheets and income statements, covering at least the most recent six (6) years' activities and transactions of the Center.

(i) All other documents or records required to be maintained by the Center at its principal office under any applicable federal, state, or local law(s) or regulation(s).

**Section 15.5. Form of Center's Records.** This Center's accounting records, minutes and related documentation, membership lists, and the records specified in Section 11.4, above, shall be kept either in written form or in any other form capable of being converted into clearly legible tangible form or in any combination of the two.

**Section 15.6 Public Posting of Center Records.** This Center shall post copies of the minutes of all Core Council meetings, together with copies of the center's current balance sheet and income and expense statement in a place that is accessible to all members of this center. Such public location may be electronic, physical, or both. Minutes and financials shall be posted in a timely fashion so that a meaningful opportunity for participation in the affairs of this Center is afforded to all members.

## **ARTICLE 16 - MEMBERSHIP RECORDS**

**Section 16.1. Inspection of Membership Records.** Any member of this Center may inspect and copy the records containing the members' names, addresses, and voting rights, in addition to any documents referred to in Section 15.4, above, at reasonable times, on five (5) business days' prior written request, for a purpose reasonably related to the member's interest as a member. Without the prior written consent of the Core Council no member of this Center shall be authorized to use member records so obtained for any commercial purpose.

## **ARTICLE 17 - ACCOUNTING RECORDS AND MINUTES**

**Section 17.1. Inspection of Accounting Records and Minutes.** On written request, any member of this Center may inspect, copy, and make extracts of the accounting books and records, and the minutes of the proceedings of the members, the Core Council, and/or the Committees of this Center at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney. This right of inspection extends to the records of any subsidiary of this Center. Without the prior written consent of the Core Council, no member of this Center shall be authorized to use the accounting books and records or minutes of the proceedings of this Center so obtained for any commercial purpose.

## **ARTICLE 18. INSPECTION OF ARTICLES AND BYLAWS**

**Section 18.1. Inspection of Articles and Bylaws.** The Articles of Incorporation and Bylaws of this Center, as amended to the current date, shall be open to inspection by the Members of this Center at all reasonable times during office hours. If the Center has no business office in Washington, the Secretary shall, on the written request of any Member, furnish to that Member a copy of the Articles of Incorporation and Bylaws, as amended to the current date.

## **ARTICLE 19 - INSPECTION BY CORE COUNCIL**

**Section 19.1. Inspection by Core Council Members.** Every Member of the Core Council shall have the right at any reasonable time to inspect and copy all books, records, and documents of every kind of this Center and to inspect the physical properties of the Center for a purpose reasonably related to the Member's interests as a Member.

## **ARTICLE 20 - INDEMNIFICATION AND INSURANCE**

**Section 20.1. Indemnification.** To the fullest extent permitted by law, this Center shall indemnify the Members of the Core Council and its Corporate Officers, and may indemnify employees and other persons, including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with their conduct and actions as trustees, officers, employees, or other persons.

To the fullest extent permitted by law and except as otherwise determined by the Core Council in a specific instance, expenses incurred by a person seeking indemnification under these Bylaws in defending any proceeding shall be advanced by this Center before final disposition of the proceeding, on receipt by this Center of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately found that the person is entitled to be indemnified by the Center for those expenses.

**Section 20.2. Insurance.** This Center shall have the right, and shall use its best efforts, to purchase and maintain insurance to the full extent permitted by law on behalf of the Members of the Core Council, its Corporate Officers, employees, and other agents, to cover any liability asserted against or incurred by any Member of the Core Council, Corporate Officer, employee, or agent in such capacity or arising from the Member's, Officer's, employee's, or agent's status as such.

## **ARTICLE 21 - CONSENSUS DECISION MAKING AND SHARED LEADERSHIP**

**Section 21.1. Consensus Decision Making.** Although the general and specific powers of the Senior Minister, the Core Council, the Corporate Officers, and the members of this Center are delineated in these Bylaws, it shall be the general policy of this Center to reach decisions by consensus. This means that the Senior Minister, the Core Council, the Corporate Officers, and the members of this Center allow all ideas to be heard in order to reveal the wisdom of the group. When all parties agree that the wisdom of the group has been revealed, even if one or more members do not personally agree with that wisdom, a decision has been reached. The decision may not be unanimous, but all parties have been given the opportunity to express their views. Once a decision has been made, all members agree to support the decision regardless of their personal opinions along the way toward building consensus. If the Senior Minister, the Core Council, the Corporate Officers, or any member of this Center objects that the wisdom of the group has not been revealed and cannot be revealed, or objects that they cannot support the decision, then the decision shall be made by more formal and traditional parliamentary methods,



requiring a majority vote unless a greater vote is required by this Center's Articles of Incorporation or Bylaws, or as otherwise required by law. The use of parliamentary procedures and voting shall also be used by this Center whenever required by law, or by third parties dealing with this Center who may not recognize decisions reached by the consensus method.

**Section 21.2. Model for Consensus Decision Making.** This Center shall apply the "consensus" decision-making model by use of the "three Cs" process (clarity, consensus, and commitment) described in the most current edition of the Policies & Procedures Manual for Centers for Spiritual Living.

*[Comment – In the Consensus Leadership Model, all parties work together to reach consensus. Consensus is based on the idea that all sides of a decision are aired, and all input gathered in order to reveal the collective wisdom of the group. When the wisdom of the group has been revealed, a decision has been made. This does not mean unanimity has been reached, nor does it mean that every opinion has been included, but it does mean that every point of view has been explored and every person fully heard. Members have the option to disagree but go along with the wisdom of the group, or to disagree so completely that the wisdom of the group has clearly not been reached. This means that the process needs to continue until consensus is fully achieved. Once a decision has been made, all members agree to support the decision regardless of their personal opinions along the way to consensus building. If consensus cannot be reached, decisions are made by majority vote unless otherwise specified. The Bylaws still spell out the respective rights and duties of the parties, but there is a commitment to operate from consensus.]*

**Section 21.3. Role of Shared Leadership.** Consistent with the recognition of the respective legal roles, rights, and responsibilities of individuals in positions of leadership, this Center applies principles of "shared leadership" as an organizational standard in the administration of its affairs. "Shared leadership" recognizes the leadership contributions of all participants and groups within this Center. In a shared leadership model, all participants within a specific group practice transparency by sharing ideas openly and participating in all the decision making activities of the group. While participants may have differing accountabilities and responsibilities within a group, shared leadership minimizes hierarchy and encourages full participation from all group Members. Shared leadership is demonstrated by the following:

- (a) Seeking outcomes through consensus rather than by majority vote;
- (b) Valuing cooperation over competing viewpoints;
- (c) Balancing the opinions and responsibilities of all Members;
- (d) Sharing rather than limiting or abandoning leadership; and
- (e) Relying on all participants to take personal responsibility to be fully informed, current, and prepared for all activities of the group.

Within the shared leadership model, there are situations where the full group works together and others where subsets oversee specific aspects of the group's responsibility

## **ARTICLE 22 – DISPUTE RESOLUTION**

**Section 22.1 Representative from Centers for Spiritual Living.** Any two Members of the Core Council or the Senior Minister may request a special representative from Centers for Spiritual Living to facilitate any issues causing or appearing to cause a conflict at the Center. The representative from Centers for Spiritual Living must meet with the Core Council at a legally constituted meeting of the Core Council. The

sole purpose of such facilitation is to help bring about a solution to any actual or apparent conflicts. The decision-making power of the Core Council as stated in these Bylaws remains intact. The Centers for Spiritual Living representative may meet with the general membership of this Center at a legally constituted meeting of the membership if the representative deems that such a meeting is necessary or expedient to resolving the dispute.

**Section 22.2 Dispute Resolution Center of Thurston County.** Disputing parties may engage the services of the Dispute Resolution Center of Thurston County (DRC) or similar organization, instead of, or in addition to working with a representative from CSL to facilitate any issues causing or appearing to cause a conflict at the Center.

## **ARTICLE 23- DISAFFILIATION FROM CENTERS FOR SPIRITUAL LIVING**

**Section 23.1 Power to Disaffiliate** This Center may disaffiliate from Centers for Spiritual Living at any time in accordance with these Bylaws. This Center recognizes that by disaffiliation, it will no longer be included under the 501(c)(3) exemption provided by Centers for Spiritual Living.

**Section 23.2 Final Authority to Disaffiliate** The final authority to disaffiliate rests with the membership of this center. The decision to disaffiliate shall be considered final upon an affirmative vote of two-thirds (2/3) of the members of this Center at a legally constituted meeting of the membership called for this purpose.

**Section 23.3 Notice to Centers for Spiritual Living** Prior to any formal disaffiliation, this Center must provide notice to Centers for Spiritual Living and the opportunity for representatives of Centers for Spiritual Living to meet with the Core Council and the membership of this Center if those representatives so desire. No Center may legally disaffiliate unless and until representatives of Centers for Spiritual Living have had an opportunity to meet with the Core Council and the membership of this Center.

## **ARTICLE 24 – ASSETS**

**Section 24.1 – Normal Disposition of Assets** – No assets of the Center may be sold, donated, or otherwise disposed of without the specific approval of the Core Council.

**Section 24.2 – Asset Liquidation or Dissolution** – The properties and assets of this Center are irrevocably dedicated to religious purposes. No part of the net earnings, properties, or assets of this Center, upon dissolution or otherwise, shall inure to the benefit of any private individual nor any Core Council member. On liquidation or dissolution, all properties and assets of this Center shall be distributed as specified in Article 3, Section 3 (c).

In the event that any such assets are not disposed of, as described above, then such assets shall be disposed of by the Superior Court of Thurston County, exclusively for such purpose or to such organization or organizations as said Court shall determine, which are organized and operated exclusively for non-profit purposes under section 501(c)(3) of the Internal Revenue Code.

Notwithstanding the foregoing, in the event that any such assets cannot be distributed for exempt purposes to another non-profit organization, then such assets shall be distributed to the federal Government or to a state or local government, for a public purpose.

## **ARTICLE 25 – ADOPTION, AMENDMENT, OR REPEAL OF BYLAWS**

**Section 25.1 Bylaws.** The Bylaws of this Center are adopted for the purpose of prescribing and defining the means and methods by which this Center, its membership, Core Council, and staff shall function and carry out their respective duties, obligations, and purposes. In all events, the applicable provisions of the

corporation statutes of the State of Washington, in and under which this Center is organized as a corporation, shall prevail. These Bylaws are for the basic policies for structure and function of the Center.

**Section 25.2. Adoption, Amendment, or Repeal of Bylaws.** The Core Council may appoint a Bylaws Committee as needed for proposing new Bylaws, or for proposing the amendment or repeal of these Bylaws, for consideration by the Core Council. Bylaws may be adopted, amended, or repealed by approval of two-thirds (2/3) of the Members present at an annual or Special meeting, except:

(a) Articles relating to Dissolution and Disaffiliation (Articles 3.3c and 23) and Assets (Article 24), which can only be amended by the affirmative vote of two-thirds (2/3) of members voting at a Special Meeting where a quorum (51%) of the Center's members are present.

(b) Any Bylaw that requires the vote of a larger proportion of, or all of, the members, or the vote of a larger proportion of, or all of, the Members of the Core Council than is otherwise required by the Nonprofit Religious Corporation Law, shall not be altered, amended, or repealed except by that greater vote.

### **CERTIFICATE OF SECRETARY**

I certify that I am the duly elected and acting Secretary of the Center for Spiritual Living - Olympia, a Washington nonprofit religious corporation; that these Bylaws, consisting of twenty-five (25) pages, are the Bylaws of this Center adopted by the Core Council and membership as of [Date]; and that these Bylaws have not been amended or modified since that date.

Executed on [Date], at Olympia, WA.

(Sign) (Date)

(Printed/Typed Name)

Secretary

Center for Spiritual Living - Olympia