

STARR KING UNITARIAN UNIVERSALIST CHURCH (SKUUC)

**POLICY ON APPROVAL OF MINUTES OF
CONGREGATIONAL MEETINGS**

Approved by Board of Trustees, October 6, 2016

The minutes of each Congregational Meeting will be presented at a Board of Trustees regular meeting soon after the Congregational Meeting, and, subject to amendment as provided by Robert's Rules of Order, approved provisionally.

The minutes of each Congregational Meeting will be presented at the next regular Congregational Meeting, with a statement about their provisional approval by the Board of Trustees, if any, and, subject to amendment as provided by Robert's Rules of Order, approved by the Congregation.

Minutes of Special Congregational Meetings are to be provisionally approved by the Board of Trustees, and approved by the Congregation at the next regular Congregational Meeting, which is in accord with Robert's Rules of Order. Minutes are not reviewed in Special Meetings.