

**UUFb Flag Policy**  
**Approved by SJAC 01/19/2022**  
**Approved by the Board, February 14, 2022**

A flagpole was purchased and installed in 2021, primarily to fly the Quasar Pride flag. This policy provides the framework for flying that and other flags.

Flag Committee

A Flag Committee of three UUFb members or friends will make flag decisions as they occur. The Flag Committee members are appointed with one member appointed by SJAC, one member appointed by the Board, and one member appointed by the Committee on Ministry (COM). A majority of the Flag Committee members should be UUFb members. The term of service is unlimited. Replacement is at the discretion of the appointing committee/board.

The Flag Committee will decide if and when flags will be flown in accordance with agreed guidelines, as outlined in this policy or adopted with Board approval. The Flag Committee can adopt (with Board approval) further guidelines and procedures.

Guidelines for flag flying

- 1) The inclusive flag should be flown nearly all the time: it welcomes all/everyone. It can stay up at night (it does not need to be lit).
- 2) Other flags (such as 'Black Lives Matter,' 'Coalition to Stop Violence Against Native Women,' text of the ERA) shall be flown when the message on the flag and the purposes of the group proposing it are in line with our principles, taking into consideration UUFb's non-political tax exempt status. Flags other than the inclusive flag will remain up for short periods, designated by the Flag Committee.
- 3) When the US flag is flown, the rules for flying the US Flag shall be followed. The US Flag cannot be flown at night, as we do not have any illumination. Lowering the US flag to half-staff shall only happen on the order of the US President or governor of Montana.  
Examples of occasions for flying the US Flag:  
National holidays  
A wedding with vets involved if they request it.  
At a funeral to carry out the wish of the deceased, if requested by surviving spouse or child
- 4) Flags will be taken down when weather is predicted that could damage the flag or pole.
- 5) Flying flags other than the US Flag at half-mast shall only be done after approval by the Flag Committee and the Board.

Requests for flying a flag

Requests to fly a flag will be submitted to the Flag Committee. Requests must be made in a timely manner. The request should state:

- What flag is requested to be flown
- The reasons for which the flag is requested to be flown
- The UUFb principles that are represented by the flying of this flag
- The dates for which the flag will be flown (this should be a short period of time)
- Who will provide the flag

### Flag raising and lowering

The Flag Committee will designate one or more UUFB congregants responsible for raising and lowering flags. These should be people trained in the use of the flag lock box and on how to raise and lower flags. They should understand the limits of the flagpole. They will have access to the key to the lock box. The person or group requesting the flag may be present and assist in the flag raising, provided the Flag Committee's designated flag raiser/lowerer is present. The Flag Committee will write up, and keep current as needed, the procedures for raising and lowering a flag.

*021622 pwherry text approved by Board*