

## **Minutes of the Conference Call Board Meeting—June 5, 2014 Unitarian Universalist Retired Ministers and Partners Association**

Present: Jim Eller, Doug Gallager, Dick Gilbert, Paul L'Herrou, Liz McMaster, Margi Nasemann, Marcia Olsen, Judy Welles, John Weston, Judy Gibson, Joel Weaver

CENTERING: Liz shared a short quotation from Maya Angelou.

CHECK IN: We welcomed Judy Gibson and Joel Weaver as “members-elect”, who will officially join the Board on July 1<sup>st</sup> as Secretary and Treasurer.

REPORTS: additions to written reports, which follow these minutes.

President – Dick Gilbert  
See his report. Nothing further.

Vice-President – Jim Eller  
GA: Thirty-six have signed up for our luncheon; he estimates attendance at 40. The Collegial Conversation at Ministry Days is all set. He will attend the Good Offices training in Doug's place. Jim and Doug plan to start a new support group with recent retired ministers.

Secretary – Marcia Olsen  
The minutes of 5/1/14 were approved, with corrections. Marcia reminded us that the Minutes and Reports are now posted on the website. It was agreed that the Secretary would remove names of members in personal situations, or considerations for nominees, etc. She will also remove personal notes from Reports; these could be shared in the email in which you send your report.

In addition, the Board approved the following motions:

1. The Secretary will send Marcia a copy of the Minutes/Reports.
2. The position of “Membership Coordinator” will incorporate the tasks of maintaining the database, Directory, and Announce-List. This is an “off-Board” position, renewable yearly.
3. Marcia was appointed to the position of Membership Coordinator for the 2014-2015 year.

Treasurer – Paul L'Herrou  
There were no questions regarding the Monthly report, so it is considered approved. The Board appointed Paul to continue as our Resident Agent, who must be a resident of Massachusetts.

**Board members are reminded to submit requests for reimbursement to Paul before June 30<sup>th</sup>.**

Caring Network Coordinator – Margi Nasemann  
She will continue to call each Area Coordinator until she has reached everyone, encouraging them in their work. Some people at Seabeck expressed their dislike of the term “Caring”, as if we are in need of care. **Liz and Margi will consider possible name changes for this position, to bring to the next meeting.**

At-Large Member – Liz McMaster  
She has been following up on people when we learn of an incorrect address. She contacts Area Coordinators whenever there is a new retiree in their area.

At-Large Member – John Weston  
IRA and ministerial housing allowance: no new info

Conferences: see reports (and Florida conference below)

**Newsletter Editor** – Judy Welles

The deadline for the summer issue is 7/15.

In reference to the UUA award to be given at GA, **Judy will follow up on this as an article for *Elderberries***. Duane and Paul have set up a PayPal link on our website for direct contributions. **Judy will work with Joel on this, to include the link in the Treasurer’s report in each *Elderberries* issue.**

**At-Large Member** – Doug Gallager

See report; nothing to add

**BOARD-SPONSORED CONFERENCE** – February 24-26, 2015, with Board meeting on February 22-24, held outside of Orlando, FL.

The next newsletter will have an article with more details. The announcement is on the website, along with a registration form. Publicity can also be done through the Announce-List and to people in the southeastern areas. Since this is a new conference and we hope to attract people who will come because of the location, we need to reach out widely.

The program committee (Judy Welles, Jim Eller, Margi Nasemann and John Weston) have contacted potential presenters and told us about two people who have each written about the civil rights area in relation to Unitarian Universalism. To offer them more program time, we could use any or all of these slots: Wednesday morning (2 hours), Wednesday afternoon, and Thursday morning (skipping the usual “business meeting”). The Board discussed what would be an appropriate honorarium. Paul stated that we have funds; let’s do this.

The Board voted to allocate up to \$2,000 for honorarium and expenses for the two presenters, with details to be decided by the Program Committee. Passed (8-0-1).

**AWARDS**

The Creative Sageing Award is to be presented at GA. The committee of Makaanah Morriss, Fred Campbell and Jim Eller will choose from among several nominees.

The Unsung UURMaPAN award, to be presented at Attleboro, is chosen by the Board. **The Board needs to review nominees at the next meeting.**

**NEXT MEETING**

There will be no meeting in July, so the **next conference-call meeting is Thursday, August 7, 4:00-5:30pm ET.** (The September call will be on 9/4 and the Board convenes at Attleboro on September 30).

Respectfully submitted,  
*Marcia Olsen, Secretary*

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## REPORTS SUBMITTED FOR 6/5/2014 CONFERENCE CALL

### President: Dick Gilbert

1. Sent 4 letters of condolence.
2. Sent 1 “welcome to retirement” letter with no other materials since his spouse had recently retired and had those materials.
3. Continued working on retirement seminar for St. Lawrence chapter, as well as a generic seminar. Trial run will be at Collegial Conversations.
4. General Assembly: (a) Purchased a more permanent container for our UURMAPA banner which we carry during the parade of banners at opening GA ceremony; (b) working on agenda/ceremony for UURMAPA Lunch at GA; (c) planning to attend professional group president’s meeting at invitation of UUMA; (d) making preparations to represent UURMAPA at the Service of the Living Tradition.
5. Working with Judy re. a Rite of Retirement. Nothing new to report.
6. The usual voluminous correspondence with you and many others.
7. Submitted chapter on aging to Kay Montgomery, who is editing a book on aging for Skinner House Books – publication next year.
8. Updated calendar – any more suggestions?

### Vice-President: Jim Eller (no report)

### Secretary: Marcia Olsen

1. I have sent lots of documents to Judy Gibson and Joel Weaver as “orientation” in preparation for joining the Board (officially on July 1). I will send more detailed information to Judy G. on how I have handled the Minutes, obituaries, and announcements and I’m glad to help her as she becomes familiar with her secretarial tasks. She inherits the generic email address [secretary@uurmapa.org](mailto:secretary@uurmapa.org).  
I’ve asked each of them to send a shorter bio to Duane to post on the Governance page. I’ve also updated the Board page for the Directory and sent everyone a new list that includes other contacts.
2. I am glad to continue to maintain the database, Directory, and Announce-List, prepare the mailing lists for the newsletter and appeal letters, etc. – anything that requires our membership data, such as adding new retirees and notifying the Board. **I would like the Board to confirm my appointment to this position, which I would like renamed as “Membership Coordinator”.** (All non-Board positions are considered yearly renewal appointments.) I would also like to receive a copy of the (draft) minutes of each meeting. (Final copies are posted on the website, following their approval a month later).
3. I sent the most recent (4/30) “pending items” list to Dick; these are now yours to follow up on. One that I am particularly concerned about is *“Who should serve as Board liaisons to our off-Board volunteer leadership positions, such as webmaster, membership coordinator, obit-writers, historian...?”* I have been an informal liaison to the webmaster but each of

these folks really should have one person on the Board who contacts them regularly and can ask them to make a report or pass on information to share with the Board. Let's make them feel included!

Non-“secretarial”:

4. Seabeck Conference May 13-15: Fifteen UURMaPA members and 2 caregivers enjoyed beautiful weather and the program went well. (One person had to cancel due to illness). I am compiling the Evaluation Forms as they arrive (I forgot to take them to Seabeck). No one has stepped forth to take over the planning for another Seabeck conference, so no dates have been reserved for next year.
5. Usual membership updates as I receive them. So far only one newsletter has come back as “undeliverable” – and since it cost \$3.47 to retrieve it from the post office (to see who it was for), I hope we won't get many more. It is REALLY important to remind folks to notify us of contact changes. Updates to one's UUMA profile do NOT reach us.

**Treasurer: Paul L'Herrou**

Sent off a check for liability insurance for the Florida conference. It was deposited near the end of May. I have not yet received a document showing that we have the insurance. Wrote and sent other checks as requested.

Deposited a large number of checks (and two contributions processed through PayPal) received in response to the spring appeal letter. The incoming checks have tapered off and are just dribbling in at this point. I have behind in sending out thank you letters.

This month we received two checks from one of our Canadian members (one as a donation and the other for conference registration) which were written in Canadian dollars. I usually check for this detail, but had overlooked doing so. We took a hit in the exchange rate from Canadian dollars to US dollars.

Our Endowment Account in the UUA Common Endowment Fund, which had a March month-end value of \$20,284.85, was up to \$20,302.89 at the end of April. The month-end report is not yet available, so I do not yet have the May month-end figure. However, since that is like watching paint dry, I am sure you can wait to receive the news.

In regard to the Endowment Account, Robert Dick's family has asked that memorial gifts be sent to UURMaPA. To my knowledge we do not have a written policy regarding memorial gifts. I propose, therefore, that we adopt a policy (or is this a Board Practice) that all memorial gifts will go into the Endowment Fund.

In the weeks ahead I will be wrapping up my work and transferring the Treasurer's files and the money in our bank accounts to Joel. I will give one final report to the Board, so that you will have a report of the year-end financial situation and Joel will have a starting point for his record keeping.

Also, as we have discussed previously, I will continue to maintain the UURMaPA “corporate headquarters”, which must be located in Massachusetts.

Financial Report as of May 31, 2014

Checking Account

|                                                  |                |             |
|--------------------------------------------------|----------------|-------------|
| April ending balance                             |                | \$10,600.43 |
| Income:                                          |                |             |
| Member donations by check                        | 5544.00        |             |
| Member donations by PayPal (after fee)           | 111.06         |             |
| Conference income (some expenses deducted)       | <u>3349.03</u> |             |
|                                                  | 9004.09        |             |
| Expense:                                         |                |             |
| Appeal Letter- preparing mailing (student labor) | 78.75          |             |
| Florida conference insurance                     | 381.00         |             |
| Scholarship                                      | 200.00         |             |
| Lost to exchange rate from Canadian to US        | <u>59.45</u>   |             |
|                                                  | 719.20         |             |
| May ending balance                               |                | 18,885.32   |

**Money Market Account**

|                      |             |
|----------------------|-------------|
| April ending balance | \$40,242.99 |
| Interest earned      | <u>6.84</u> |
| April ending balance | \$40,249.83 |

**Caring Network Coordinator: Margi Nasemann**

Called Shirley Ranck (Bay Area Coastal) and she will continue as Caring Area Coordinator for another year. She reported that at the Seabeck Conference, the group discussed that the name of "Caring Network" turned some people off (I had already heard this from Chris Backus) as it "implies needing care from others". We might want to think about this as a board.

I spoke with eight Caring Area Coordinators (see below) to say hello and thank them for their continued service, and to see if they had any concerns. One of the things that most of them mentioned is that they do not hear back from their constituents, and wonder if their service means anything to people. Perhaps this could be another Board discussion. I left messages for two other Area coordinators. I reminded them all of the Retired Ministers and Partners Luncheon on Thursday, June 26. My plan is to contact each of the Coordinators before GA.

I heard back from Tom Chulak (St. Lawrence) and Margot Gross (Bay Area Coastal) whom I had contacted to be Coordinators for their district. Both of them refused, but Shirley came through for Bay Area Coastal for one more year. (I will cover St. Lawrence until I find a replacement). My goal for the rest of this week is to contact all Area Coordinators to give encouragement and tell them about our luncheon at GA.

**People I spoke to via phone**

Dorothy Meek – Arizona, Nevada  
Judith Downing- Ballou Channing  
Shirley Ranck- Bay Area Coastal  
Sidney Wilder- Bay Area Inland  
Glen Showden- Central Massachusetts  
Barbara Molfese- Colorado/Montana/Wyoming  
Ruth Gibson – Eastern Carolinas

**People I Left Message For**

John Biedler-Central Midwest  
Ted and Elizabeth Alcaide Connecticut Valley

**Newsletter Editor: Judy Welles**

***Elderberries Editor's Report - June, 2014***  
(Items for Board discussion *in italics below.*)

The Spring issue of *Elderberries* went out on time and smoothly. I continue to be delighted with the work of Minuteman Press, my local printer in Portland.

This issue was 20 pages, which surprised me, though it shouldn't. I keep having ideas for features to add, and I'm not taking anything out, so of course it's going to keep getting bigger. I think that 20 pages is a lot for anyone to absorb, so I'd prefer to keep each issue at 16 pages, or at least most of them. It matters how many obituaries we print, and how much news from the members we receive, and I try to print nearly everything that is sent to me.

Nevertheless, even at 20 pages, the cost for printing and mailing was only a bit more than \$500, so we are in good shape financially. Now that we know for certain that the minimum limit for bulk mail is 200 pieces (rather than 250), Marcia can cull the mailing list down and we can continue to shave our costs. I have been in touch with Paul and (indirectly) Joel with the suggestion that next year's budget for *Elderberries* be reduced from the current \$4,000 to around \$2,500.

Remember that the deadline for the Summer 2014 issue is July 15. *I will want to have some conversation at the Board meeting on Thursday about who will be writing an article for this issue.*

Here is the current status of the UURMaPA logo: Greg is working on it, and hopes to have drafts of the typographic logo (name primary, icon secondary) and iconographic logo (icon primary, name secondary) for our review by June 26 when he goes on vacation. (Note: this is during G.A., which I will attend, so I won't get it to you until late June to early July.) He has been paying attention to both the UUA and the UUMA new logos.

He received only five questionnaire responses from Board members, and would be glad to hear from the other four of you if you wish. *Question for Board: are there others whom we might query to complete the questionnaire?* I have not heard from any UURMaPA member wishing to be part of the process, in response to my editorial comment in the Spring issue. And in other matters...

*We may have determined a policy about this, but I can't quite remember... what about obituaries for non-retired ministers? In this case, Georgette Wonders, who had not yet retired.*

### **At-Large Member – John Weston**

*Urgent items are italicized*

#### Unsung UURMaPAn Award

Potential nominees: John has a short list, which the Board needs to review and decide upon their choice for this award. The only names that have yet been mentioned within my hearing are Vern and Sue Nichols and Rhett Baird. I have offered Ed Lane and Liz Strong.

*To whom, and where, and when shall we bestow it?*

#### Conferences

**Spring 2014** Northwest Conference, May 13-15 in Seabeck, organized by Marcia Olsen and Chris Lily Backus. Registration turned out at 16. Prospects for 2015 are doubtful.

**Autumn 2014** Northeast Conference, September 30-October 2 in Attleboro, organized by Carol Taylor and Joel Weaver. See the announcement in *Elderberries*. The Board will meet Sept. 28-30.

**Winter 2015** Southeast Conference, February 24-26 (Tuesday-Thursday) at San Pedro Retreat Center in Orlando FL. The Board will meet February 23-24 (Monday-Tuesday). Arrangements is staffed (Marni Harmony), Registrar is staffed (Harry Green), Program is staffed (Judy Welles, Margi Nasemann, Jim Eller, and I) and has met and made a recommendation.

#### Budgetary matters for the Orlando conference

Conference center cost for board meeting (room, board, and meeting room, assuming all nine attend): \$963

Conference center cost for conference (room, board, and meeting room, assuming total attendance of 60): \$8,520, or \$142 per person.

A gross-up of \$50 per person will enable us to cover the costs of speaker and hospitality

#### Church Staff Finance

The Council will conduct a “collegial conversation” at GA.

#### **At-Large Member: Liz McMaster**

I have contacted 6 area coordinators with new retiree information. Also have had email conversations with Phyllis Hubbell and Rhett Baird about their work. At our request Phyllis contacted a membership couple and found them to be pretty ok, but may be in need of financial help. I asked that she keep tabs on them and let us know if she thinks we might be able to help.

#### **At-Large Member: Douglas Gallager**

I had a productive conference call with Fritz Hudson (UUMA board member with the Good Offices portfolio) and Don Southworth (UUMA Executive Director). Things are proceeding more slowly than I had anticipated a year ago, but that’s probably due primarily to my lack of vision. I had assumed that the UURMaPA BOT was going to nominate ministers from each region to work with retired ministers and their interim and settled successors. Nominees would be cleared by the transitions office and named by the UUMA BOT. I thought we could do this fairly quickly and we’d merely rely on the nominees’ wisdom and experience. After my conversations with Fritz and Don I now think that this process would be a bit too “good old boy-ish.”

The vision that Don has, and Fritz and I concur, is more rationalized. The idea is to have (five plus Canada) Regional Specialists, recommended by chapter leaders and trained by the UUMA. These specialists would be in addition to the chapter GO’s. The first specialty would be working with retired ministers, as mentioned above. Then other specialists would be added in, the second probably being working with negotiated resignations.

As of now the plan is to lay out the specialist idea at Ministry Days during the GO Training. Jim will be part of that on our behalf. Then, with any luck, chapter leaders and UURMaPA can lift up names of potential first tier specialists for a training early this fall. I, or another from UURMaPA, would need to be part of the training.

As I indicated above, this is a larger, more comprehensive, plan than the more ad hoc approach that which I had originally envisioned. But I think that in the end it will be of better service to all.