

Minutes of the Conference Call Board Meeting—August 7, 2014 **Unitarian Universalist Retired Ministers and Partners Association**

Present: Jim Eller, Doug Gallager, Judy Gibson, Dick Gilbert, Liz McMaster, Joel Weaver, Judy Welles

Absent: Margi Nasemann, John Weston

CENTERING: Dick shared a poem, “The Spirit of the Wind.”

REPORTS: additions to written reports, which follow these minutes. *Actionable items in red.*

President – Dick Gilbert

Dick has been receiving phone calls from folks needing help, especially with insurance and retirement questions. There have been problems getting mail delivered to the UUA at its new address, and we noted that both the individual and organization name (UUA) should appear. Apparently only the five digit zip should be used (no four digit extension). Dick also noted that TIAA-cref does qualify as a 401K. *He will send complete info to the Board, and suggests it also be included in the next Elderberries.*

Vice-President – Jim Eller

Jim noted that the reception at GA for families of deceased ministers before the Service of the Living Tradition was especially rewarding as a time for offering some pastoral care. A large group of 64 ministers were recognized by Dick as completing their ministerial careers during the Service. Fifty-three people attended the UURMaPA Luncheon at GA, which had a net cost of about \$2000 to cover invited guests, but Jim feels it is a worthwhile expense.

Secretary – Judy Gibson

The minutes of 6/5/14 were approved, and will be posted on the website.

Treasurer – Joel Weaver

Joel noted that there is a good deal of money in money market account – should some be shifted? We need a budget for our current year – Judy W clarified that the Treasurer has usually presented a budget at the September face-to-face meeting, which comes after the start of the fiscal year. *A question for the Board – should we change the budget year to October-September, or the calendar year? An item for next meeting agenda.*

The Board agreed that each of us should send Joel what we anticipate spending over the next year, specifying amounts by quarters, before the Sept. 4 conference call meeting.

Caring Network Coordinator – Margi Nasemann

Margi is currently out of contact range, but *Liz agreed to ask Margi to get her expenses to Joel.*

At-Large Member – Liz McMaster

Liz reported that some area coordinators for the Caring Network have been replaced. A number of new retirements have come in, and their names and info are sent to area coordinators.

At-Large Member – John Weston

John could not be present. *Dick will forward his report on the February Conference to Board members.*

Newsletter Editor – Judy Welles

Judy W continues to be concerned that few people are reading Elderberries online. *She is suggesting that the Board consider returning to mailing out printed copies to our 680 member addresses at a cost of just over \$3000. She and her advisory board will continue to research the issue and bring some accurate numbers re: on-line readers/non-readers to the next meeting.* Liz suggested that the Caring Network could add to the data by asking area coordinators to chat with their contacts and see if they are reading the newsletter. The Board

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agreed that we should make a decision regarding switching to regular mail by the end of September, in time for the Nov. 1 issue.

At-Large Member – Doug Gallager

Doug is waiting to learn more from UUMA's Executive Director Don Southworth regarding development of the Transitions efforts by Regional Specialists in the Good Officer program. Applications from UURMaPA members as Regional Specialists in retirement issues should be sought soon.

The UUMA is holding a west coast conference on Excellence in Ministry in early February, and the Board agreed that Doug would be an ideal person to represent UURMaPA at this conference. Jim moved, and the Board voted unanimously, to allocate \$1000 to pay Doug's travel and conference expenses.

PLANS FOR FALL BOARD MEETING – Attleboro, MA, September 28-30, 2014. *Board members agreed to connect by e-mail regarding travel plans to coordinate (Liz, Jim and Judy W come through Boston and try to combine transportation to Attleboro. Dick, Judy G, Joel and John through Providence, etc.) Send arrival times, airlines, etc to each other to work out/combine transportation options.*

Dick will include the budget on agenda, block 2-3 hour segment Monday or Tuesday for UUA staff to join us.

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

Dick will forward John Weston's report on conference plans to all Board members. Tentative info: Cost will be \$220 pp with 50 break even. Jim suggested that one way to guarantee good attendance might be *each Board member pledge to recruit a specific number of attendees, bring that number to September meeting.*

Idea from past conference: *open the Odyssey to public attendees for modest price. Jim and Judy W, planning committee members, will check on this possibility.*

CALENDAR

The Board agreed to stick with first Thursday conference call meetings. Decisions regarding the budget may affect the calendar.

AWARDS

The Unsung UURMaPan award, to be presented at Attleboro, is chosen by the Board. Four nominees are being considered. *Nominators Liz, John (via Judy W), and Dick agreed to write up their criteria for each nomination and e-mail them to Board members, who will then vote online before Sept. 4 meeting.*

(Note from Secretary – I will forward a one-sheet summary of the nomination info to each of you for review.)

NEXT MEETING

By conference call, **Thursday, September 4, 4:00-5:30 EDT**. The Board convenes at Attleboro on September 30).

Respectfully submitted,
Judy Gibson, Secretary

REPORTS SUBMITTED FOR 8/7/2014 CONFERENCE CALL

President: Dick Gilbert

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1. Sent five letters of condolence.
2. Sent six “welcome to retirement” letter with no other materials since his spouse had recently retired and had those materials.
3. Continuing work on retirement seminar for St. Lawrence chapter, as well as a generic seminar. Conducted trial run at Collegial Conversations (copy attached – suggestions welcome. I may have sent this to you before).
4. General Assembly: (a) Led UURMAPA luncheon with Jim; (b) marched with Jim in banner parade; (c) attended professional group president’s meeting at invitation of UUMA; (d) represented UURMAPA at the Service of the Living Tradition; (e) wrote report of UURMAPA at GA for “Elderberries.”.
5. The usual voluminous correspondence with you and many others.
6. Fielded many phone calls and emails from UURMAPANS looking for help. I’m glad they know where to turn.
7. Correspondence with Paul Sprecher with request in helping raise funds for area youth program. I copied you in on this. I told Paul that I was doubtful we could officially help. Once our list is used for fund raising, there will be a flood of requests.
We should decide a general policy on this.
8. At Duane’s suggestion, reviewed website with following observations/suggestions. (a) replace old UUA chalice with the current one; (b) need to update in several places – GA, recipients of Creative Sage-ing (Nana Kratochvil) and Unsung UURMAPAN (TBD). I don’t think we got a picture of the whole group (awkward room arrangement); conferences (we need to get pictures and stories to Duane/Judy W); “Elderberries” download on website either slow or not available (maybe I was impatient); *do contributions to Endowment Fund still go to Paul, or to Joel?* If you have a chance, please take a look at the website. It looks really good, but we need to feed updates in a timely way.
9. Submitted 2013-2014 expenses to Treasurer.
10. Submitted column for “Elderberries.”

Vice-President: Jim Eller

No written report.

Secretary: Judy Gibson

* I have mostly been receiving obituaries and working on learning how to track, file, and send these out with my (somewhat elderly) laptop. So far, the process is still pretty

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confusing. With the question of conference necrology lists now coming up, I am wondering if the entire obit handling process should perhaps go to a Board appointee.

* Marcia Olsen has been working with UUA webmaster on untangling the problems with making me an administrator of UURMaPA announcement list (which I think is now successful) and getting both of us able to also receive announcements (which still does not happen).

Treasurer: Joel Weaver

Treasurer's Report

Treasurer's Report for August 7 2014 Conference Call

Hello from your new treasurer. Paul L'Herrou transferred his responsibility for the treasury to me as of July 1st. I now under my signature authority for our checking, money market and endowment accounts. It has taken me some time to wrap my arms around things and I think that I understand most of it now but please be patient with me as I continue to learn.

I have found a good accounting app for my Windows 8.1 computer - FOR FREE – and have learned how to use it. I believe it can handle our needs for tracking account balances, income and expense.

I hope you will find me easy to deal with for your reimbursements. I will still be using paper checks. *I will still require documentation of your purchases – dated receipts from vendors when possible and explanations of what the expense was for.* Explanations written on the receipt are fine if legible. I have no need of any additional forms. I promise to handle reimbursements promptly. I don't like to wait for my money and I'm sure you don't either. If you want me to pay a vendor invoice the same information is required as for reimbursements but please write it on a separate note so as to keep the invoice clean.

Income collected from fees, contributions and expense refunds should be submitted to me as checks. Should you receive cash, please convert it to a check on your bank account as cash in the mail often gets lost. Mail the checks to me along with a brief explanation of what they were for.

UURMaPA Finances – July, 2014

Ending Account Balances July 31, 2014

Endowment	\$20,285
Money Market	40,256
Checking	<u>20,138</u>
Total	\$80,679

Cash Flow

Conference Income

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Member Contributions	530
GA Luncheon Income	<u>600</u>
Total Income	\$5,050
GA Luncheon Expense	(\$2,620)
GA Expense	(1,638) Living expense - Eller & Gilbert
Board Meeting Expense	(383) Air Fare - McMaster
Website Hosting Fee	(120)
Board Misc. Expense	<u>(49) Postage - Treasurer</u>
Total Expense	(\$4,810)
<u>Net Cash Flow</u>	<u>\$240</u>

Caring Network Coordinator: Margi Nasemann

(Made contact with five Area Caring Network coordinators.

Met Brendan Hadash at GA who would like to serve Area Coordinator

Spoke with Mederith Andersen in the Vermont Area who would be happy to share the job for the Area Coordinator with Brendan.

Sent congratulations cards to five new retirees with congratulations on their retirement,

Sent sympathy card to two surviving spouses.

Newsletter Editor: Judy Welles

Elderberries Editor's Report - August, 2014

The Summer issue is done, posted, and probably was mailed today from Minuteman Press. This was the first issue where I had to stretch a bit to fill the pages (16 this time), but somehow magically it always works out.

I continue to be disappointed at how few UURMaPA members actually read it, and I suspect that this is because we are making it available on line and they aren't receiving it in the mail. If there is time on Thursday, *I would like us to consider the possibility of mailing it instead; I will be prepared with some numbers. This may be out of the question because of the cost, but I am hoping that we can at least brainstorm some ways to encourage more people to read it.*

As for the logo, I received word from Greg Bear that he is closing in on some ideas and he hopes to have something to show me by the end of this week, or Monday at the latest. I have asked him to set a goal of having this project completed in time for the new logo to be used in the Fall, 2014 issue of *Elderberries*, which will go out Nov. 1.

Note from Secretary – New logo proposal from Greg sent out by Judy W on Aug 8, requesting our feedback ASAP.

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At-Large Member – John Weston

No written report.

At-Large Member: Liz McMaster

Here's my report for UURMaPA activities in June/July, 2014

I contacted 13 UURMaPA members to update information or to inquire as to their health or merely to talk with a long time friend back in Georgia who has Parkinsons. I've had several conversations with our ACE Rhett Baird, Area Coordinator for Georgia and tried to reach Linnea Pearson in Miami to inquire as to her health (never connected).

Four of the calls gained updated information on addresses and telephone numbers. The calls have, for me been very rewarding.

Liz McMaster

August 1, 2014

At-Large Member: Douglas Gallager

No written report.