

Minutes of the Conference Call Board Meeting—September 4, 2014 Unitarian Universalist Retired Ministers and Partners Association

Present: Jim Eller, Doug Gallagher, Judy Gibson, Dick Gilbert, Liz McMaster, Margi Nasemann, Joel Weaver, Judy Welles, John Weston

Absent: None

CENTERING: Liz shared a reading from Bill Schultz's book, What Torture Taught Me.

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

President – Dick Gilbert

Dick sent Board members a draft of a letter inviting UURMaPA clergy to apply for Regional Specialist positions with expertise in transitions for the UUMA Good Officer program. Six Specialists are sought, and so far only two applications have been received. Following discussion, the Board recommended the following:

- *Information should be added to the letter describing qualifications for the position, (Doug) and the fact that training will be provided.*
- USPS mailing may be preferable for reaching members to using the electronic Announce mail; and *Judy W will get cost from Minuteman press to report to Sept. Board meeting.*
- A short list of *retired clergy in our membership whom Board members would recommend should be prepared in the Sept. Board meeting*, and these folks should be directly approached following receipt of the letter.

Secretary – Judy Gibson

The minutes of 8/7/14 were approved, and will be posted on the website.

Treasurer – Joel Weaver

Joel reported that he has received budget projections from most Board members and is glad to provide info on past expenses for anyone who needs that information.

Following discussion, the following was voted:

The UURMaPA budget year will be changed to the calendar year (January-December), beginning 2015. *(Liz moved, Doug seconded, passed unanimously)*

This adjustment better matches the actual expenditure cycle for the organization, and should give newly elected Board members with terms beginning in July some months to plan for the new budget year. Joel agreed that he can work through the balance of 2014 expenses without difficulty.

Caring Network Coordinator – Margi Nasemann

Margi strongly recommended that USPS mailing be used to send members both Elderberries and the UURMaPA directory.

At-Large Member – Liz McMaster

Liz reported that there are vacancies in Caring Network area coordinators. A number of new retirements have come in, and their names and info are sent to area coordinators.

At-Large Member – John Weston

John reported that the registration form and information promoting the Winter 2015 Southeast Conference, February 24-26 at San Pedro Retreat Center in Orlando FL is in process, and is targeted to be ready for publication in the next Elderberries by the October 15 deadline. He would also like to advertise the conference on the Announce list. *Judy G will check with Marcia to see if an attachment (registration form) can be added to an Announce message.*

Jim challenged *each Board member to bring to the Attleboro Board meeting the names of a specific number of UURMaPAs whom they pledge to personally invite to the Florida conference.*

John further noted that he has decided he needed to resign from the Council on Church Staff Finances, and so will no longer be serving there to represent UURMaPA.

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Newsletter Editor – Judy Welles

Judy W is still gathering data on costs for USPS circulation on Elderberries, and will bring a proposal to Attleboro. She noted that some feedback on the logo design proposal – “a bit wispy,” “ungrounded”- has stimulated Greg Bear to work on an alternate design to bring for our review.

PLANS FOR FALL BOARD MEETING AND CONFERENCE— Attleboro, MA, Board meets September 28-30; Conference September 30 - October 2, 2014.

Dick had sent out a draft agenda for the Board meeting times and we reviewed it. Suggestions for changes included:

- Move Elderberries report earlier,— Sunday, 8:PM,)umping Policies and Procedures review). Any decision to use USPS mail for issues would affect Budget Preparation, which follows.
- Meeting with Webmaster Duane Fickeisen cannot be in person, might be *via Skype at some point (Jim will work on arranging this.)*; Judy W will have Duane send a written report.

Joel reported that Conference registration to date is 46, and we can encourage more folks to sign up.

BUDGET PREPARATION and BOARD-SPONSORED CONFERENCE – covered above under REPORTS.

CALENDAR

In the light of vote to change our budget to the calendar year, Dick will adjust the calendar.

AWARDS

Voting for the Unsung UURMaPA award was by e-mail to the Secretary. Judy G reported results, and the Board confirmed the winner. All agreed that it is preferable if the award is a surprise for the recipient, so he/she needs to be in attendance at the conference for the presentation, probably in Florida.. *Margi agreed to assist in encouraging the winner's attendance.*

FUNDRAISING

Dick brought up the issue that UURMaPA has been asked if a specific fundraising appeal can be distributed to the membership, and he suggested that we create a policy for handling this and any future requests. Following discussion, the following was voted:

UURMaPA will not allow its membership or mailing list to be used for any fundraising efforts except those for UURMaPA support. (*Margi moved, passed on vote with one nay*)

NEXT MEETING

In-person at the LaSalette Conference Center, Attleboro, MA, *Sunday, September 28, beginning with 5:30 PM Social Hour (6:00 Dinner, and 7:00 meeting) through Tuesday, September 30, around 2:00 PM, EDT.*

Respectfully submitted,
Judy Gibson, Secretary

REPORTS SUBMITTED FOR 9/4/2014 CONFERENCE CALL

President: Dick Gilbert

1. Sent 3 letters of condolence.

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2. Sent 10 “welcome to retirement” letters. They are coming in droves.
3. The usual voluminous correspondence with you and many others, especially about how we handle obituaries. There is the brief notice, the “Elderberries” version, the conference version and the longer version for the website archives. Who does what? Since this is such a sensitive matter, we might need to postpone it to the face-to-face meeting.
4. Fielded many phone calls and emails from UURMAPANS looking for help. I’m surprised at how many questions some have re. retirement best practices. We have even more need for a retirement seminar.
5. Left over matter. 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. We need to decide this matter and work on our policy re. requests.
6. Submitted anticipated 2014-2015 expenses to Treasurer as guide to budget preparation.
7. Correspondence with UUA staff re. their participation in our fall face-to-face meeting. Looks like Tuesday morning

Vice-President: Jim Eller

No report

Secretary: Judy Gibson

Completed on-line the **legal filing of change in corporate officers** with the State of Massachusetts. When new President and/or Treasurer are elected, past Treasurer Paul l'Herrou, our corporate resident agent for Massachusetts, discovered that regulations require this action by the Secretary in order to transfer signature authority to a new Treasurer. A document explaining how to do this procedure is filed with Secretary for future use (probably 2016), and should be added to the Operating Procedures. (*Done on June 28, 2014 – forgot to report this last month*),

Compiled **Unsung UURMaPAn Award** nominations on one sheet for Board and offered to collect and tally votes from all before Sept. 4 meeting.

Communication issues preventing my ability to **post death notices to the UURMaPA Announce** list seem to have been resolved at last, thanks to our Membership Coordinator Marcia Olsen's persistence. Apparently there have been multiple issues with online communications for various UUA linked groups, so we were not alone.

As a result of feedback I received following death postings, began working with Jay Atkinson, our obituary editor, to **improve and clarify death announcements**. Began posting with new format to test it out. Jay agreed to provide Board with a summary of what he actually does and how his editing work has developed over 3+ years, to give the Board facts to consider as we look at best process for honoring deaths in our membership. Should receive this info before October Board meeting.

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Submitted **estimates for 2014-2015 expenses by quarter** to Treasurer Joel Weaver as guide to budget preparation.

Treasurer: Joel Weaver

It's time to think about budgets again. We are two months into our fiscal year already and won't get a budget put together for another month. Perhaps we should shift to a calendar year fiscal period which seems to be more in line with our meeting schedule.

For those who are unable to locate their figures on their prior spending I do have information from Paul L.'s records that may be helpful to you. Just send an email or call me and I will pull it out for you.

UURMaPA Finances – August, 2014

Ending Account Balances July 31, 2014

Endowment	\$20,285
Money Market	40,256
Checking	<u>23,490</u>
Total	\$84,032

Cash Flow

Conference Income	\$3,810
Member Contributions	<u>580</u>
Total Income	\$4,390

Board Meeting Expense	(577) Air Fare - Welles
Newsletter	<u>(461) Elderberries</u>
Total Expense	(\$1,038)
Net Cash Flow	\$3,352

Caring Network Coordinator: Margi Nasemann

Sent 13 congratulations cards with notes to recently retired UU Clergy.

Sent five condolence cards and notes to five relatives of recently deceased UU ministers .

Sent Makanah Morriss a thank you note for her years of service as Area Caring Coordinator for the Virginia South Area.

Contacted George and Barbara Beach about succeeding Makanah as Virginia South coordinator.

Figured out (with Joel's help) how much I spent last year as Caring Network Chairman.

Newsletter Editor: Judy Welles

The Summer issue of *Elderberries* went out more or less on time. I keep forgetting how long it takes to get it in the mail after I deliver it to the printer, so I will try to allow more time with the next issue.

270 copies were printed — 254 for mailing by Minuteman, and the other 16 for various other methods of distribution (overseas mailings, courtesy copies to families of deceased ministers, and some to Marcia for address corrections). The cost was \$461.

I have data on the number of hits to the newsletter on the web site, and I also have raw data on the estimated cost if we revert to mailing the newsletter to all UURMaPA households. However,

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I haven't put this information together in a way that will be useful to us, so I'm hoping to postpone that discussion until our in-person meeting at the end of this month.

As for the logo, I have had some helpful conversations with Greg Bear following the input from Board members and members of the *Elderberries* Advisory Board. He is making some design changes, and it looks possible that there will be a new logo for the Fall, 2014 issue.

At-Large Member – John Weston

Urgent items are italicized

Awards

I am indebted to Jim Eller for picking up the Creative Sage-ing Award and to Judy Gibson for doing the same on the Unsung UURMaPAN Award. Thank you!

Upcoming Conferences

Autumn 2014 Northeast Conference, September 30-October 2 in Attleboro, organized by Carol Taylor and Joel Weaver. Keynote speaker: Professor Daniel Lord Smail on Deep History. Registration currently 46. 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 23-4 (Monday-Tuesday). Arrangements is staffed (Marni Harmony), Registrar is staffed (Harry Green), Program is staffed (Judy Welles, Margi Nasemann, Jim Eller, and I). The program is pretty well cinched: Mark Morrison-Reed conducting worship (45 min) and presenting (2 hrs), and Gordon Gibson responding in conversation with others active in the Selma time (1 hr.). ***I will bring a question or two about timing.***

A **Spring 2015** Conference in the Northwest appears unlikely, or no more than local at best.

Council on Church Staff Finance

There is a topic here that I will introduce briefly during the meeting.

At-Large Member: Liz McMaster

I have contacted Area Coordinators for 11 newly retired ministers/partners and attempted to find a colleague in S. Florida who would contact a retired colleague in Miami to check on her health. To date no luck, but I'll keep trying.

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I hope to connect with Jim and Judy W at S. Station on 9/28 so that we might share a cab to Attleboro. I arrive in Boston on 9/26.

At-Large Member: Douglas Gallager

There isn't a lot to report this month. Don Southworth has received only a couple of applications from retired ministers for the regional specialist positions specializing in transitions. After talking with Don we think it would be a good idea for me (or it might be better over Dick's name) to send out a mass e-mail encouraging applications/nominations. Is there a keeper of a mass e-mail list?

I'll be having a virtual meeting with Don later this month.

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