

1 **Minutes of the ZOOM Conference Board Meeting—November 1, 2016**  
2 **Unitarian Universalist Retired Ministers and Partners Association**

1Present: Jim Eller, Doug Gallagher, Judy Gibson (Judy G), Marni Harmony, John Manwell, Liz  
2McMaster, Joel Weaver, Judy Welles (Judy W)

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4CENTERING: Judy Gibson shared “A Message from the Queen.”

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6CHECK IN: All Board members checked in briefly.

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8**REPORTS:** Members sent reports to entire Board in advance. A collected set of reports is  
9attached at the end of these minutes.

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11**PRELIMINARY BUDGET FOR 2017 – Joel Weaver**

12 Joel walked the Board through the proposed budget he constructed (projected for our  
13review). He explained the changed estimates from 2016 budget based on actual and/or other  
14factors. The bottom line deficit shown is due to receiving grant monies in 2016 but spending  
15them in 2017. Judy Welles suggested two further changes:

- 16 • Elderberries – down from \$4000 to \$3500, based on actual and as more (especially new)  
17 retirees opt out of the mailed paper version
- 18 • Stationery Design and Printing – updates will be made at no charge and revised stationery  
19 can be sent online for printing only as needed.

20Joel will make these changes and forward the revised budget to everyone (*sent separately*  
21*with these minutes.*) *Joel moved, Marni seconded: The Board accepted the 2017*  
22*preliminary budget as amended, with thanks to Joel. Passed.*

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25**MEMBERSHIP TASK FORCE – Marni Harmony**

26 Marni reiterated that the next Task Force meeting will be November 10. She reported that  
27she asked Joel for numbers of UURMaPans who made donations in the last two years and  
28some donation averages, on the assumption that those members who donate are most likely to  
29be in the “first tier” of active members who want to participate in UURMaPA activities.

- 30 • 2015 – 271 members donated.
- 31 • 2016 – 136 members donated so far, some more anticipated as the year ends.

32Marni noted that if each of these supporting members were to pay \$100 dues, it would be a  
33good contribution to our income to support programming. She will share this information with  
34the task force.

35 Also, since Don Southworth has agreed to attend the Santa Barbara conference to talk  
36with the Board and again with the attendees about the UUMA/UURMaPA relationship relating to  
37membership, the Board agreed that **Don's conference registration and room and board**  
38**expenses (to cover about half his total costs) should be covered by UURMaPA.**

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41**RETIREMENT SEMINAR – Doug Gallagher**

42 Doug reported that targeted mailings are going out to UUMA members to invite them to  
43the seminar (March 27-31, 2017). A link to the application is available in the UUMA monthly  
44newsletter. Judy Welles has been publicizing the seminar with her UUMA Chapter, on her  
45Facebook page, the Ministers Retiring and UURMaPA pages, and has connected with some  
46interested people. Gordon Gibson has done several UUMA Facebook posts with his personal  
47testimony (since he attended an earlier version of a retirement seminar with Alban Institute).  
48Doug will attend the seminar as a representative of UURMaPA.

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51 **CONNECTIONS NETWORK – Liz McMaster**

52 Liz has been in touch with Dick Gilbert, Nominating Committee Chair, to assist as needed  
53 in recruiting a Board member for the vacant slot that assists with Connections. Dick has been  
54 sending an excellent letter to possible candidates, has received a couple of “no's” and some still  
55 considering. Board members suggested a couple more names. Marni commented that when  
56 she was approached to accept nomination, she found it persuasive to know who she would  
57 work with on the Board. Members agreed that *if we know a potential candidate, we should feel*  
58 *free to reach out to them and talk about our Board service experience.*

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61 **GENERAL ASSEMBLY PLANNING**

62 Jim noted that Marni has begun the process of setting up the UURMaPA luncheon at GA  
63 on July 23. The theme, “Resist and Rejoice,” is not especially conducive to a program focus by  
64 UURMaPA, so we have not applied for a GA program slot.

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67 **BASIC UURMAPA PAMPHLET**

68 We use this brief handout to tell newcomers and others what UURMaPA is, but it badly  
69 needs updating. Jim and Judy Welles noted several updates for the pamphlet when they met in  
70 Attleboro. and *Judy W will be creating a Word document of these items to share with Jim so*  
71 *they can make further progress in revising.*

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74 **ZOOM ROOM**

75 The current Zoom subscription that Jim set up is being used only for Board, task force,  
76 and other planning meetings – after scheduling, the meeting can be set up by a host even if  
77 s/he does not attend. The Peer Groups need separate Zoom Rooms, and Joel has budgeted  
78 for four more in 2017.

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81 **MEMBERS WITH FINANCIAL NEEDS**

82 Jim sent email inquiries to several people asking if they would serve on a task force to  
83 address several questions:

- 84 • What are the current resources available for retirees with financial need?
- 85 • How should these resources be publicized?
- 86 • If greater needs are discovered, how should they be addressed?
- 87 • What else should we do?

88 Several people have agreed to serve on the task force. *Judy W has located a page of*  
89 *information on the UUA website about many varied resources for help – will forward it to Jim*  
90 *and Liz. The Board agreed that we need to follow through with this project.*

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93 **NAVIAS AWARD COMMITTEE**

94 Jim has assembled a committee to initiate this project – Retired RE professionals Carol  
95 Taylor, Ginger Luke, and Barry Andrews will serve with the Board President to set up guidelines  
96 and a system for making this annual award from the bequest left by Gene Navias.

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101 **SANTA BARBARA TRAVEL COORDINATION**

102 Board members arriving on Feb. 25 may want to coordinate transportation from LAX to  
103 Santa Barbara and save some money. *Members were asked to send their travel plans to Liz*  
104 *and Marni so they can connect folks with rides, suggest group Airbus reservations, etc.*

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107 **REPORTS AND OTHER ITEMS:**

- 108 • The **October 11 minutes and reports** were approved as revised.
- 109 • The **Board Calendar** will be reviewed for action items each month as needed.
- 110 • The **Website upgrade** is almost finished including moving current content, although the  
111 obituaries will be a big job (photos and text must be moved separately). Duane will send  
112 the Board the upgrade for review before it goes live.
- 113 • Judy G has asked Julie Shaw to change her practice and begin sending all **Intent to**  
114 **Retire** forms to the entire Board as well as to Richard Speck. Judy secured lists through  
115 2016 of new retirees and member deaths from the UUA and Secretary's records, so  
116 Richard can double check his member database to assure that we have not missed  
117 anyone. *(Secretary's note: Judy and Richard reviewed his procedures and job*  
118 *description following this meeting, and Richard has received the lists.)*

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121 **NEXT MEETING – Tuesday, December 6, 2016, 3:00-4:30 CST via ZOOM**

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123 Respectfully submitted,

124 Judy Gibson, Secretary

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133 **REPORTS SUBMITTED FOR NOVEMBER 1, 2016 - UURMaPA BOARD MEETING**

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135 **President: Jim Eller**

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137 Attended the UUMA-UURMaPA planning group meeting on **supporting clergy**  
138 **families**. We are on schedule and hope to have the meeting of our official Task Force in  
139 December.

140 Did some follow up our **TeMP** UU Funding Panel grant proposal. No news yet on the  
141 likelihood of our being funded yet. I expect we will hear next month sometime.

142 Have begun recruiting for our UURMaPA **financial hardship and needs assessment**  
143 **task force**. I hope that they will be constituted in the next week or so and meeting before the  
144 month is out.

145 Have invited several retired Religious Education professionals to constitute a **Navias**  
146 **Award Committee**. I am hoping to get some buy in from this group and some guidance in  
147 terms of direction, procedures, applications and the like. I will have more to report once they are  
148 under way.

149 Did get our **Funding letter** written for our fall request and hope that it will be out in the  
150 next week or so. I hope that it brings a better response. We can absorb an income shortfall but  
151 hopefully we won't have one.

152 This next week, the Santa Barbara conference planning group will be meeting. I cannot  
153 attend but have set up the Zoom room for that call.

154 I am behind on my welcoming letter correspondence and hope to get our current batch  
155 out in the next week.

156 None of my report requires board action, as far as I know.

157

158 **Vice-President: Marni Harmony**

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160 Only two brief things to report this month:

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- 162 • I have sent in our request for space for the GA luncheon. The request is for Friday June  
163 23 with a note to avoid scheduling on 6/22 so as not to conflict with the Survivors'  
164 luncheon on that day.
- 165 • A second meeting of the Membership Task Force will be held 11/10

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168 **Secretary: Judy Gibson**

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170 The minutes and reports of the October 11 meeting were sent to all Board members for  
171 review, and a revised version with corrections was sent on October 26. If there are no further  
172 changes, **I move that the minutes be accepted as presented.**

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174 To fulfill my part as a Board member in promoting the Retirement Planning Seminar to  
175 ministerial colleagues 5-10 years from retirement,

- 176 • - my husband Gordon has agreed to post his personal testimonial to the value of such a  
177 seminar to a couple of UUMA Facebook pages to which he is subscribed, as well as the  
178 UUMA chat list. Background; over two years before his retirement date, he attended an

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179 multi-day workshop offered by the Alban Institute, focused on “retiring at the top of your  
 180 game.” Among other things, he says, “It was, by a wide margin, the most helpful  
 181 workshop I have ever attended – and I have attended quite a few. It had major impact on  
 182 my retirement planning.”

- 183 • - **As a practical matter, it would be helpful for him to be able to reference a UUMA**  
 184 **announcement of the seminar that gives details and registration information. Please**  
 185 **share this with the Board whenever that link is available.**

186  
 187 On Friday 10/28, Judy W and I reviewed and discussed the Membership Coordinator job  
 188 description and procedures listing created by Marcia Olsen for her successor Richard Speck. I  
 189 noted a few shifts in practice and some questions that have arisen as new retirements and deaths  
 190 have occurred, regarding the updating and accuracy of our membership records. **As his Board**  
 191 **liaison, I will be in conversation with Richard Speck regarding these aspects of his job.**

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194 **Treasurer: Joel Weaver**

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UURMaPA Finances – October 31, 2016

<u>Ending Account Balance</u>	<b><u>10/31/2016</u></b>
Endowment	\$37,353
Money Market	19,191
<u>Checking</u>	<u>18,419</u>
Total	\$74,963

<b><u>Cash Flow</u></b>	<b><u>Oct-16 Year-to-date</u></b>	
[INCOME]		
Conference Income-Attleboro	\$300	\$11,650
Conference Income-Santa Barbara		6,578
GA Luncheon Income		690
Interest Income		124
Member Contributions	1,350	12,216
Member Donations to Endowment		11,250
Retirement Planning Grant		14,500
<u>UUMA Subsidy</u>		<u>1,000</u>
INCOME TOTAL	<u>\$1,650</u>	<u>\$58,008</u>

[EXPENSE]		
Appeal Expense		\$808
Board Meetings - Room & Board		3,127
Board Meetings - Transportation	515	3,617
Board Member Conference Scholarships		2,250

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Board Misc.		165
Conference Costs-Attleboro	10,710	11,242
Conference Costs-Santa Barbara	5,720	21,078
Conference Fee Refund-Attleboro	500	500
Conference Fee Refund-Santa Barbara		775
Conference Scholarships-Attleboro		200
Conference Scholarships-Santa Barbara		250
Connections Network	100	797
Elderberries Newsletter	9	3,312
GA Fees & Misc.		205
GA Luncheon Cost		2,353
GA Room & Board		1,358
GA Travel		723
Peer Support Groups	300	463
President's Expense		18
Sageing & Unsung Hero Awards	500	1,000
<u>Website Hosting</u>	<u>168</u>	<u>168</u>
EXPENSE TOTAL	<u>\$18,522</u>	<u>\$54,409</u>
NET Surplus/(Deficit)	<u>(\$16,872)</u>	<u>\$3,599</u>

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197 **Newsletter Editor: Judy Welles**

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199 The Fall, 2016 issue of *Elderberries* is in process at the Post Office, and is posted on our web  
 200 site. When I picked up the extra copies (which I mail with a note to surviving family members of  
 201 the people whose obits are in that issue), I found FIVE typos, THREE of them on the front page.  
 202 Oh, the horror! The on-line version has been corrected, but there's nothing to do about the print  
 203 version. (In an e-mail message to me after I had called her attention to the errors, Kathleen  
 204 Hunter said "Perfection is not necessarily a state of grace.")

205 Earlier in October, the fundraising letter went to every address in our data base, 764 pieces. The  
 206 spring, 2016 fundraising letter was 770 pieces, which is one of the reasons I'm concerned that  
 207 our record-keeping is not up to date. It's possible that deaths account for the lower number, but  
 208 in general our membership should be growing faster than it is diminishing. I talked with Judy  
 209 Gibson about this, and she will be approaching Richard Speck to be sure he is fully aware of all  
 210 the moving parts of his job.

211 I'm doing what I can to publicize the Retirement Seminar next March, eagerly awaiting word  
 212 that the UUMA has picked up on this. I announced it at a recent UUMA Chapter meeting, and  
 213 have had follow-up from two people who were very interested. I also posted notice of it on my  
 214 own Facebook page, on the UU Ministers Retiring page (where 28 people have seen it) and on  
 215 the official UURMaPA page, where it awaits acceptance. I've told another colleague about it  
 216 who has told his Board he'd be retiring within the next four years, and I will continue to talk this

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217up wherever I can. I hope someone can reassure me that the UUMA is really on top of this --  
218time is getting short.

219

220**At-Large Member: Conferences – John Manwell**

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222 LA CASA MARIA, WINTER 2017 – The planning team (led by Lois Wesener) is  
223planning for the conference to break even. Room rates have been set at \$300 for double  
224occupancy (\$360 single, \$250 triple, and \$160 for commuters).

225 The planning team continues to refine the schedule and deal with logistics.

226 An article has been sent in for the next *Elderberries*, and an email broadside is planned.

227 ATTLEBORO, 2017 – We plan to return to Attleboro in the Fall of 2017. Phyllis  
228Hubbell and I will be leading the planning team. Ginger Luke has turned over to us more  
229supplies and materials than we have room for in our little apartment! We're hoping we can find  
230an UURMaPA member, or a church, in the Attleboro area who might store them between  
231conferences.

232 TAMPA, Winter 2018 -- We have reserved conference space at the Franciscan Center in  
233Tampa for January 29-February 1. Marni is arranging space for the associated board meeting on  
234the preceding weekend at a nearby location to be arranged. The conference has been planned to  
235follow the UUMA's Institute for Excellence in Ministry, January 22-26, in Palm Harbor.

236 SUBSEQUENT CONFERENCES – Our recent schedule suggests that we will be  
237alternating between the west coast (probably La Casa) and the southeast (probably Orlando) for  
238our winter conferences.

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240**Connections Chair: Liz McMaster**

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242Memorial gift of \$25 sent for Deedee Agee, wife of The Rev. Paul Sprecher and condolence  
243card to Paul.

244Condolence card to Suzannah Overholt, daughter of Julie Denny-Hughes and \$50 to UUMA in  
245her honor.

246Telephone conversation with Dick Gilbert re my replacement. Gave me 5 names he's talking  
247with.

248He has had 'no's' from two people. I gave him a couple more names if others decline.

249Decline from one person to be Florida Area Connector!

250Note to Joe Hawkins on death of father, The Rev. Harold Hawkins and \$50 request sent from  
251Joel Weaver to UUMAS.

252Note to the Rev. Peg Morgan on the death of her partner, Wayne Fulkerson and email to Bruce  
253Davis, WA Area Connector. \$25 contribution to Wayne's ESL community program.

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256**At-Large Member: Good Offices - Douglas Gallager**

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258 **Retirement Planning Seminar:** Plans have come together nicely, and quickly. It will  
259take place at the Newcomb Tennis Camp outside San Antonio March 27-31, 2017. It looks like  
260we'll be able to accommodate 40 UUMA ministers 5 to 10 years from retirement, basically age  
26150 and older. That's five more than originally anticipated. A targeted e-mail to members 50 and

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262up will go out, presumably this week. The final application deadline is Dec. 1. We anticipate  
263that the cost for participants will be \$250 for a double and \$350 for a single. Most of the seminar  
264will be Larry Peers' program, but Richard Nugent will have a significant piece on finances. I'll  
265be doing a session on "I wish I'd known this before I retired." I've asked for UURMAPA  
266contributions for this through an Elderberries article. And, acknowledging what UURMAPA has  
267recognized from its inception, partners are welcome, though they will need to take on full  
268expenses. We've not yet planned out the roll out of this, where participants take seminar  
269learnings to colleagues, so stay tuned.

270 **Good Offices Support Teams:** The initial teams are in place, having been oriented in  
271September, 2015. The first teams specialize in minister/employer relations, multi-staff relations,  
272and settled and former/retired etc. relations. An initial roll out came at Ministry Days this past  
273June during Good Offices training. A more comprehensive roll out will happen over the next  
274few months with Zoom conferences with Good Officers - the minister/employer team with Good  
275Officers in November, the multi-staff team in February, and the settled/former/retired team in  
276May.

277