

**Minutes of Zoom Conference Board Meeting – August 21, 2019
Unitarian Universalist Retired Ministers and Partners Association**

1 All Board Members Present: Barbara Child, Jaco ten Hove, Phyllis Hubbell, Dave Hunter, Ginger Luke, Diane
2 Miller, Susan Veronica Rak, Art Severance, and Cathie Severance

3 Judy Welles joined us for the part of the meeting related to the UU Rainbow History Project.

4 *Note: Board decisions are in bold type. Action items are in red italic type.*

5 **JULY 17 BOARD MEETING MINUTES**

6 **The revised July 17 Board Meeting minutes were approved.** They have been sent to Duane for posting on
7 UURMaPA's web site under GOVERNANCE. (The draft minutes of that meeting were sent to Judy Gibson as a
8 resource for publicity.)

9 **TREASURER'S REPORTS**

10 **The Treasurer's report of July 16 (an accounting of the budget for the first six months of the year), was**
11 **approved as revised on July 23. The Treasurer's report of the results of our Faithify Campaign to help**
12 **fund the UU Rainbow History Project was also approved. Finally, the Treasurer's regular monthly report**
13 **first submitted on August 18 and revised on August 20 was approved.**

14 **UU RAINBOW HISTORY PROJECT**

15 **REPORT FROM JUDY WELLES, COORDINATOR**

16 Judy reported on the project evaluation she received from Faithify and her suggestion to them that they improve
17 their marketing program to make it more accommodating for use by groups other than congregations.

18 *At Judy's request Barbara will send her the draft, not yet formally approved, minutes each month for the*
19 *duration of the UU Rainbow History Project.*

20 Judy has worked with Gretchen Ohmann to create an improved web site. She is making her way through a
21 massive amount of raw material. She has an introductory article from Celeste DeRoche and awaits access to
22 interviews currently at Harvard and pending approval by a Harvard attorney. She encouraged us to encourage
23 others to submit materials for the web site; she also encouraged us to look at it frequently as more material is
24 constantly being added.

25 Judy has sent letters to the presidents of UUMA chapters in the vicinity of Litchfield, CT, inviting them to
26 encourage their members to take advantage of the one-day registration option for our fall conference for people
27 who are not UURMaPA members.

28 **BOOK EDITOR**

29 Diane reported that while she has not received any Book Proposals to date, she has received some inquiries.
30 Some people have inquired about the possibility for compensation especially if the editor will be expected to
31 transcribe all of the video interviews. In this connection, Phyllis mentioned that Keith Kron has volunteered to
32 transcribe his keynote presentation from the winter 2019 conference in Texas. *Phyllis will write to all of the*
33 *other presenters at the Texas conference to ask them to send any written copy of their presentation that they have*
34 *(but not outlines) to Judy Welles.* It was also mentioned that Skinner House might take on at least some of the
35 transcription task, and it may be possible to use transcription software.

36

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37 We authorized up to \$3,000 for payment for expenses of the editor, not as an advance against royalties.

38 **FALL CONFERENCE PROGRAM KEYNOTE PRESENTATION AND RESPONSE**

39 Phyllis consulted us regarding what has turned out to be Keith Kron's unavailability to give the keynote
40 presentation at the fall conference. Understanding that it is up to the conference planning team, not the Board,
41 how to proceed, we agreed on the suggestion generated by our conversation that Keith's keynote presentation
42 from the winter conference be made available for conference attendees to watch on video, that Meg Riley (who
43 was originally scheduled to offer a response to Keith's keynote) give the keynote presentation, and that the
44 conference planning team choose someone else to give the response.

45 **BOARD RESPONSIBILITIES AT FALL CONFERENCE**

46 • *Diane will give the welcome and make introductions.*

47 • *She will facilitate the business meeting conversation with those in attendance.*

48 • *She will outline at the September meeting who will take which parts in the worship service that honors our*
49 *LGBTQ pioneers.*

50 • Someone is needed to help with social hours.

51 • *Ginger will invite Benjamin Maucere to emcee the Variety Show.*

52 **TRAVEL ARRANGEMENTS**

53 *We will all send our travel plans to Lois Wesener promptly so that she can coordinate rides where feasible.*

54 **UNSUNG UURMaPAN AWARD**

55 *Diane is coordinating this award presentation for this fall since Phyllis is otherwise busy with plans for the fall*
56 *conference; it is included in the Vice President's job description, and Phyllis will take charge of it in 2020.*

57 *Diane will send a message to Dave to have him generate a check for the recipient, whom we chose at today's*
58 *meeting.*

59 **NEXT STEPS IN OUR AR/AO/MC DEVELOPMENT**

60 We agreed to take up next steps after the fall conference.

61 **CARING CONNECTIONS NETWORK**

62 Art and Cathie let us know of their division of labor: Art is focusing on retirements, and Cathie is focusing on
63 deaths. *At Art's request, Diane will invite him to speak during the Welcome at the beginning of the fall conference*
64 *to let people know then about open positions needing to be filled in the Caring Network.* This timing will give
65 people more of a chance throughout the conference to think about the possibility of their serving in the network
66 and to ask questions about it that may occur to them.

67 **ZOOM CONFERENCE TO STUDY PROPOSED UUMA GUIDELINE CHANGES**

68 Diane announced that scheduling this conference is on hold until we receive the study guide promised by
69 UUMA.

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70

71 **POTENTIAL LUNCH-TABLE CONVERSATIONS AT THE FALL CONFERENCE**

72 We mentioned several issues that are on people’s minds these days and eventually decided to launch some trial-
73 run lunch-table conversations at the fall conference. We may add more to this list, but at least to begin with,
74 attendees will be invited to choose to join one of these facilitated lunch-table conversations:

- 75 • Jaco will facilitate a conversation on options for giving away books upon retirement.
- 76 • Diane will facilitate a conversation on issues related to emeritus/a status of retired parish ministers.

77 **OTHER MATTERS NOTED**

- 78 • Darrick Jackson will speak during the conference about the UUMA Guideline revision proposals;
79 however, we will not ask him to facilitate a conversation on these proposals either at a lunch table or at
80 another time, not wanting to impose upon him too much.
- 81 • We put on the table for later attention the question of what effect, if any, a minister’s voluntary resignation
82 from the UUMA should have on that minister’s UURMaPA membership.

83 **SEPTEMBER 2019 MEETING**

84 **Next meeting: September 18, 2019, ZOOM conference meeting at 1:00 Eastern DaylightTime, with**
85 **individual Board members to adjust the time according to the time zone of their location.**

86 Respectfully submitted,

87 Barbara Child, Secretary

88 **REPORTS SUBMITTED FOR AUGUST 21, 2019, ZOOM CONFERENCE BOARD MEETING**

89 **President: Diane Miller**

90 Since our last Board meeting I have....

91

- 92 • Worked with Art (thank you!) to circulate the RFP for book editor far and wide. Some responses, but no
93 actual proposals in yet. Issues include \$ up front (not just royalties), & unanswered questions about
94 transcribing conference videos. For reasons of confidentiality, specific communications will be
95 discussed in our Zoom meeting.
- 96 • Received a thumb drive and a physical box of materials from Judy Welles, and am working on setting up
97 files in most useful and accessible ways possible.
- 98 • After receiving a request from a member, decided to add a “Member Items” line to our agenda for
99 requests, suggestions, feedback. You will get one this month along with the agenda.
- 100 • Email conversations about the Fall Conference & Rainbow History Project
 - 101 ○ Schedule of UUMA Guidelines discussions with Ginger and Phyllis, including Keith Kron
 - 102 possible schedule issue
 - 103 ○ Releases and Permissions email discussion with Phyllis
 - 104 ○ Asked Rev. Thea Nietfield to write up the story of Kansas Equal Marriage work for website
 - 105 submission

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- 106 ○ Hovered over Faithify – many thanks to our donors, and to Judy for setting it up and offering to
107 write notes to donors, and to Dave for his analysis of the results. When the Board initiated this
108 the hope was to pick up some OPM – Other People’s Money. We did have some, but relied on
109 dedicated UURMaPAns.
- 110 ○ Jaco and I learned from Judy Welles how to send full size photos (important for website and
111 Elderberries)
- 112 ○ Discussed the need for OCR Software for Judy to use, which may be free or may require a
113 purchase. On agenda.
- 114 ○ Travel to Litchfield. Lois Wesener would like to have our travel info by Aug 21st to do
115 coordinating of transport. Mine is still very much up in the air. Flights are expensive at the
116 moment from this region.
- 117 • As the president mailbox was shifted over to me I have discovered that this role seems to involve a lot of
118 “miscellaneous” requests and offers and comments. Very reminiscent of parish ministry.
- 119 • I promised Phyllis that I would take on the VP task to organize a Peer Group/s this fall, while she is
120 working on the fall Conference. This is still on my list to do. From past experience I found that I got
121 more response in late August than in late June and July.
- 122 • I have been asked to preach here at the Salina Fellowship on September 15 and my topic will be UU
123 Rainbow History. This makes me realize that another “use” for our history project will be to provide
124 content for services people, lay and clergy, can lead. I’ll be going through the website with this in mind.
125 One thing we might do is have a list of things that will work well for a Sunday or Forum type
126 presentation. I’d like to offer to do this, however, I can’t right now. I will make available what I do for
127 that Sunday.

128
129 **Vice-President: Phyllis Hubbell**

130 All of my work this month has been on the Rainbow History Conference.
131 The good news is that we now have all of our panelists confirmed. It is a terrific group. The first panel consists
132 of three ministers and one partner—Brendan Hadash, Kim Crawford-Harvie, Tony Larsen and Pat Sullivan. The
133 panel on the second full day consists of Carlton Elliott Smith, Lindi Ramsden (coming to us by Zoom), Craig
134 Matheus, and Lucy Hitchcock. Most of these panelists have extensive experience in ministry. All have great
135 stories to tell.

136 I’ve also been working with local videographers to choose one to work with us. Unfortunately, Charlie Agar, our
137 videographer in New Braunfels, has a conflict and can’t be with us. He has family near Litchfield and thought
138 he might be able to work it out.

139
140 The other good news, however, is that I had proposals given to me by two local videographers recommended by
141 Wisdom House. I have carefully reviewed them and have chosen Tom Mazzeralla, Vice President of Mazzmedia.
142 Tom has extensive experience and has won many awards for his work. He has experience using with video
143 conference calls. The other videographer had much less experience, cost only two hundred dollars less, and his
144 work was not nearly as professional.

145
146 Tom’s total cost for the original job was \$ 2500, after giving us a “non profit discount.” That price is \$ 200 under
147 the budgeted amount and \$ 200 less than the cost for Charlie’s work in new Braunfels. Tom subsequently added
148 \$ 500 to cover the added costs involved in bringing in Lindy Ramsden by Zoom, which will be significantly less
149 than we would have had if she had traveled to Litchfield and registered. We have not yet signed a contract, but
150 expect to do so next week after I return from vacation.

151
152 The completion of the videos from New Braunfels has been delayed by Dorothy’s death, Dee’s illness and my
153 inexperience with working with videos. Charlie also has not been the easiest person to reach to discuss our
154 project with though so far he has done a great job on what I have seen of the videos. I hope to have more
155 information about a completion date by mid September.

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156 We are learning more about what we need to do to make the videos publicly available and to make them easily
157 searchable. It looks like we will need releases from everyone at New Braunfels and Litchfield. More later.
158

159 Our task force has been working hard on recruiting volunteers for various roles. Unfortunately, Dee Graham has
160 been down with pneumonia that has hung on. She hopes to be able to fill her volunteer roles at Litchfield, but
161 we may need back up if she's not better in September. John Manwell has been working with me on captions for
162 our videos, one of the jobs that Dee had planned to do. It has been a more complicated job because Dorothy
163 apparently was the only one with all of the information on participants, but we've given a draft to Charlie Agar
164 for review but some names are missing. We haven't found Dorothy's notes from that day, and may simply have
165 to watch the videos to get all of the names.

166 The conference schedule is now posted on the website.
167

168 **Treasurer: Dave Hunter**

169 Treasurer's Report, July 16, 2019, revised July 23, 2019
170

171 Here is our cash situation, half way through the year:
172

	December 31, 2018	June 30, 2019
173 checking account:	\$41,529.03	\$28,309.75
174 money market account:	\$19,291.14	\$19,307.11
175 endowment:	<u>\$47,008.36</u>	<u>\$51,461.31</u>
176	\$107,828.53	\$99,078.17

177
178
179 **Targeted Ministry Program (TMP)**
180

181 Our financial role in TMP has been concluded, and the balance of the grant, \$6,630, returned.
182

183 **Endowment**
184

185 We have not added to the endowment during the first half of 2019, nor have we withdrawn money from
186 it.
187

188 **Rainbow History Project**
189

190 For the Rainbow project we received prior to this year \$18,000 from the UU Funding Program and
191 \$5,000 from an anonymous grant, for a total of \$23,000. Prior to 2019, \$3,417 of this had been spent, leaving a
192 balance of \$19,583. Our income for the Rainbow project so far this year is \$2,433 (\$780 in response to the May
193 appeal and \$1,653 in memorial gifts). For 2019 we budgeted spending essentially all of the end of 2018 balance
194 (\$19,000 of \$19,583). Of that, we have spent \$8003.56, as indicated below. We paid Dorothy Emerson for
195 January, February, and March, but she did not send us an invoice for April before her death. The balance
196 remaining is \$14,012.00.
197

198 **Income**

199 **2018**

200 grants 23,000.00
201

202 **2019**

203 response to May appeal 780.00

204 Emerson memorial gifts 1,653.00

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205 2,433.00
206
207 total income 25,433.00

208

209 **Expenses**

210 **2018**

211 postage 142.44
212 videographer 1350.00
213 Emerson 1925.00
214 3417.44

215 **2019**

216 Emerson 2750.00
217 Emerson travel 256.40
218 program travel 1400.00
219 New Braunfels, 7 at \$200
220 Newcombe fee 3518.16
221 12 participants/organizers at \$293.18/person
222 postcards 79.00
223 8003.56

224

225 total expenses 11,421.00

226

227 total income 25,433.00

228 total expenses -11,421.00

229 balance remaining 14,012.00

230

231 **Mid-Year Summary**

232

233 In the table below there are three columns of numbers. The left hand column is the 2019 budget, as the
234 board approved it in January. In the right hand column are the actual six-month numbers corresponding to the
235 numbers in the left hand column. The middle column contains the actual six-month numbers for subcategories
236 not used in the budget, with the total given in the right hand column in the line below the last number in the
237 middle column. Thus, for example, under Member Donations, the budgeted amount was \$27,000, which we did
238 not subdivide. What I've reported breaks down the actual six-month amount received (\$12,772) into three
239 subcategories, which are listed on the left, indented, with the actual six-month amounts given in the middle
240 column. It should be noted that the Rainbow History Project report above reallocates some of the expenses
241 allocated below. Specifically, all of what we paid to the Newcombe Center for our conference in New Braunfels
242 is listed below under conferences, although a portion of that came from our Rainbow History Project funds and
243 not from our general operating funds.

244

245

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255

UURMaPA 2019
12 Month Budget January-June Actual
Subtotals Totals

INCOME

Member Donations

Rainbow Project	780		
Emerson Memorial	1,653		
Unrestricted	10,339		
	27,000	12,772	
UUMA Subsidy	2,000	1,000	

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256			
257	Conference Attendees		
258	New Braunfels Registration		7,100
259	New Braunfels Contributions		250
260	Litchfield Registration	8,550	
261	Litchfield Contributions	<u>1,035</u>	
262		30,000	16,935
263			
264	GA Luncheon Attendee Fees	<u>600</u>	<u>702</u>
265			
266	Total Income	59,600	31,409
267			
268	EXPENSES		
269			
270	On-Site Board Meeting		
271	Transportation	3,600	3,249
272	Room & Board	2,160	2,925
273	Hospitality	<u>100</u>	<u>0</u>
274		5,860	6,174
275			
276	Conferences		
277	Room & Board		
278	New Braunfels	12,972	
279	Litchfield		5,500
280	Scottsdale		<u>2,500</u>
281		36,000	18,047
282			
283	Miscellaneous		
284	Scottsdale Insurance		478
285	Other		812
286		<u>3,000</u>	<u>1,290</u>
287		39,000	19,337
288			
289	General Assembly		
290	Luncheon Cost	2,000	1,337
291	Travel, Fees & Misc.	<u>3,400</u>	<u>1,228</u>
292		5,400	2,565
293			
294	Communications		
295	Elderberries Publication	4,000	1,912
296	Peer Support Groups (video calls)	640	0
297	Website	200	0
298	Database Management	<u>100</u>	<u>0</u>
299		4,940	1,912
300			
301	Fundraising		
302	May Appeal Printing & Mailing	900	
303	PayPal		<u>60</u>
304		1,500	960
305			
306	Rainbow History Program		

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307	Emerson Compensation		2,750	
308	Travel		1,456	
309	Miscellaneous		<u>542</u>	
310		19,000		4,748
311				
312	Other Expenses			
313	TMP Program			
314	Travel Subsidies		870	
315	Returned		<u>6,630</u>	
316		7,500		7,500
317				
318	Saging, Unsung & Navias Awards	2,000		500
319	Board Anti-Racism Study	1,500		1,344
320	Board Misc.	300		157
321				
322	Memorial Gifts			
323	Ministers		550	
324	Partners		<u>50</u>	
325		2,000		600
326				
327	President's Expenses	<u>200</u>		<u>338</u>
328		13,500		10,499
329				
330	Total Expense	89,200	49,060	
331	Total Income	<u>59,600</u>		<u>31,409</u>
332	Profit/Loss	-29,600		-17,651

334 Faithify Results

335
336 24 donors, 29 donations, \$3045 total donated, \$2947.48 net

337	UURMaPA current or				
338	immediate past board members				
339	4	16.7%	\$1800	59.1%	
340		9	37.5%	\$650	21.3%
341		6	25.0%	\$305	10.0%
342		<u>5</u>	20.8%	<u>\$290</u>	9.5%
343		24		\$3045	
344					
345	\$150+	3	\$1700		
346	\$100	8	\$800		
347	\$25-50	<u>13</u>	<u>\$545</u>		
348		24	\$3045		

349
350 August 20, 2019 Report

351
352 Since my last report, in early July, we have received 29 contributions, totaling \$2475. Of these, 12 had
353 special comments or instructions. The amounts involved are as follows:

354		
355	Rainbow Project	\$170
356	Dorothy Emerson memorial	\$400

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357 David Johnson memorial \$195
358 Judith Walker-Riggs memorial \$100

359

360 Donations for the Rainbow Project or in memory of Dorothy Emerson will be included in the Rainbow Project
361 fund. (We have not yet received the proceeds of the Faithify campaign, and it is not included in this report.)

362

363 We also received our annual \$1000 subsidy from the UUMA, and I have deposited \$3485.00 for ten
364 Litchfield conference registrations.

365

366 I have written seven checks during this period and we have had two other expenses:

367

368 GA expenses	\$1052.82
369 conference refunds (3)	\$1195.00
370 conference travel	\$588.60
371 Faithify postcard design	\$65.00
372 paper statement bank fee	\$2.00
373 PayPal fees	\$12.55

374

375 The GA expenses, the conference travel, and, more obviously, the Faithify postcard design are related to
376 the Rainbow project, and I would charge them to the Rainbow Project fund. In my July report I reported that the
377 balance in our Rainbow Project fund was \$14,012.00. Here is where that fund stands now:

378

379 starting balance	\$14,012.00
380 Dorothy Emerson memorial	+\$400.00
381 Rainbow Project donations	+\$170.00
382 GA expenses	-\$1052.82
383 conference travel	-\$588.60
384 Faithify postcard design	<u>-\$65.00</u>
385 ending balance	\$12,875.58

386

387 We should receive the proceeds of the Faithify campaign in the next few days. That should add about
388 \$3000 to the fund.

389

390

Secretary: Barbara Child

391 After the July 17 Board Meeting, I sent the approved June 7 Board Meeting minutes to Webmaster Duane
392 Fickeisen for posting on our web site under Governance. I sent draft July 17 Board Meeting minutes and reports
393 to the Board for corrections and other suggested revisions, and then, with the Board's approval, sent these draft
394 minutes and reports on to Judy Gibson to provide her with information that might be useful for her publicity
395 work. I re-sent the minutes and reports to the Board for review before the August 21 meeting. I also sent this
396 Secretary's report to the Board on August 18.

397 On August 14 I had a good phone conversation with Aston Bloom, the partner of deceased colleague Rosemarie
398 Carnarius. Aston gave me helpful information and is even going to send me a book by Rosemarie so that I can
399 make more full my presentation on her as one of our pioneers to be remembered and honored at our fall
400 conference.

401 **Newsletter Editor – Jaco ten Hove**

402

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403 My monthly report is again quite concise, since you have in view the product of my efforts, i. e., the
404 Summer *Elderberries*. I did a bit of book editor recruitment support, too.

405 **At-Large Member: Conferences – Ginger Luke**

- 406
- 407 1. I have worked with Phyllis Hubbell to help get enough information for her to receive videographer bids.
- 408 2. We now have a complete set of worship leaders for Litchfield:
- 409 Monday evening, Oct 7 “in Memoriam Worship Service led by Russ Savage
- 410 Tuesday’s Oct 8 worship will be the “Remembering LGBTQIA Pioneers facilitated by the board.
- 411 Wednesday morning Oct 9 worship will be led by Jane Dwinell
- 412 Thursday morning Oct 10 closing worship will be led by Meg Riley
- 413 3. At Litchfield Michael Crumpler, LGBTQ & Intercultural Programs Manager of the UUA will be
- 414 addressing the conference on Wednesday morning, Oct 9 at 11:15 am.
- 415 4. After conferring with Diane Miller I will be asking Darrick Jackson of the UUMA to address the UUMA
- 416 proposed new guidelines during the board conversation at Litchfield on Thursday morning.
- 417 5. John Manwell will be handling the registration at Litchfield using all the material that Lois Wesener has
- 418 masterfully created.
- 419 6. Wisdom House will provide cheese and cracker trays and fruit baskets for our social hours and Don
- 420 Chery will oversee this.
- 421 7. I have asked Wisdom House for a recommendation for a musician for our worship services and have not
- 422 yet received a reply.
- 423 8. As for the Phoenix Winter Conference in Feb 2020, I am still working on recruiting leaders for some of
- 424 the program.
- 425

426 I will be with my mother in Rapid City, SD August 26 thru September 11 and in Pittsburg for a CLF board

427 meeting September 26-28. Probably will have a visit to Ann Arbor and the grandkids, just before or after that

428 CLF board meeting.

429

430 **At Large Members: Connections Chair – Art Severance and Assistant Connections Chair – Cathie**

431 **Severance**

432 I sent requests to Area Connectors to contact new retirees (and new UURMAPA Members)- Myron Andes, Jan

433 Christian, Roberta Finkelstein, & Christine Robinson. Cathie sent condolence notes to surviving colleagues and

434 partners who have died over this past month.

435

436 I also helped Dianne in publicizing search for editor for Rainbow History project; we brainstormed places that

437 might be appropriate and I sent out emails to presidents of all UUMA Clusters, contacts at Meadville and Starr

438 King, UUSC, UU Historical Society, UUWF, etc.

439

440 **At Large Member: Good Offices – Susan Veronica Rak**

441 No report.