

Minutes of Zoom Conference Board Meeting – May 20, 2020, Unitarian Universalist Retired Ministers and Partners Association

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

Board Member Absent: Phyllis Hubbell

Also Attending, In-coming Board Members Who Will Take Office July 1: Marni Harmony (Board Member with Good Offices Portfolio), Gloria Perez (Secretary) and Anne Spatola (Board Member with Conferences Portfolio)

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

APRIL 15, 2020 BOARD MEETING MINUTES

The revised April 15 Board Meeting minutes were approved. They have been sent to Duane for posting on UURMaPA's web site under GOVERNANCE.

TREASURER'S REPORT

The Treasurer's report was approved.

Reviewing the report led to our attempting to assess how much we stand to gain or lose by having a virtual gathering in place of the usual luncheon at General Assembly. We noted that we will have substantial savings by not putting on a luncheon for which new retirees would not pay. However, the cost of videography may be substantial. Also, we noted that there will be additional cost resulting from our giving two Creative Sageing Awards (\$500 each) instead of the usual one.

Diane will send out a fund-raising appeal letter to our membership by USPS mail at the end of June and another at the end of December, 2020.

CELEBRATING NEW RETIREES WITHOUT A LUNCHEON

- **At Ginger's suggestion, we agreed to send a hand-written note to each new retiree.**

Diane will ask Phyllis to get the list of new retirees (the people we would ordinarily celebrate at a luncheon during General Assembly).

Susan will divide up the list of new retirees and assign an equal number to each of us.

Each of us will write our notes in our own style, making sure to do the following:

- *Welcome recipients to membership in UURMaPA.*
- *Express our regret that we will not be able to see them in person at General Assembly.*
- *Tell them the time of our virtual gathering and provide information about how to attend.*
- *Give them the password WISDOM for access to our membership directory via our web site.*
- *Let them know what is going on presently in UURMaPA – probably including attention to climate change and also the Rainbow History book in process.*
- *Say a little about why we personally like UURMaPA.*

- **We decided to have our virtual gathering (in place of the usual luncheon) on Thursday, June 18, at 1:00 EDT.**

Phyllis will take responsibility for general invitation to our membership, including via the Announce list, as well as individual invitations to the new retirees being welcomed into membership.

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At the gathering, Diane will give the President's address and make the award presentations.

Phyllis will arrange to have the award recipients video their acceptance remarks in advance.

Phyllis will determine whether Richard Nugent or anyone else from the UUA will speak and will make technical arrangements for these speeches, if any.

Phyllis will determine whether to offer a slide show, showing what UURMaPA is doing these days, and if so, will make arrangements for it.

Phyllis will arrange for break-out rooms, to give something of the same experience as conversations around circular lunch tables (8 per group?).

FALL 2020 CONFERENCE

Having already decided that our Fall 2020 conference will be virtual, we decided we would like to roll over our reservation at the Barbara Harris Center in Greenfield, NH, for Fall 2021 Conference. *Ginger will get in touch with Barbara Harris Center to inquire about arranging this.*

For the Fall 2020 virtual conference, we agreed to leave program arrangements to the planning team (Barbro Hansson, Alison Stephens, and Charles Stephens).

LATER CONFERENCES

We agreed that our Winter 2021 conference will be virtual.

Ginger let us know that we currently have a reservation for Winter 2022 at the Franciscan Center in Scottsdale, Arizona.

Ginger and Anne will confer as to whether we should make any decisions now regarding whether any specified future conferences will be virtual. Ginger will report to us their conclusions and/or recommendations, if any, before our June meeting.

JOB DESCRIPTIONS AND RELATED PROCEDURES

Diane will put on our June agenda matters regarding job description and procedures involving our Historian.

Diane will send to Duane updated job descriptions and procedures we have already approved.

Diane appealed to us to be quickly responsive if contacted by Judy Gibson seeking an updated job description, in particular because the Nominating Committee needs current job descriptions by June.

JUNE 2020 MEETING

Next meeting: June 17, 2020, Zoom conference, 1:00 Eastern Daylight Time, with individual members to adjust the time according to their Time Zone.

Respectfully submitted,

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Barbara Child, Secretary

REPORTS SUBMITTED FOR MAY 20, 2020, ZOOM CONFERENCE BOARD MEETING

President: Diane Miller

The weeks since our last meeting, on April 15th, have been lighter than usual in terms of UURMaPA. Most likely this is because my attention has been lighter than usual, due to moving and pandemic, meaning a virtual GA.

GA & Service of the Living Tradition: I have been asked to offer congratulations to retirees via a one-minute video that will be used in the service. I created a script and ran it by Sarah Lammert, at which point I found out my congratulatory message will need to include retiring credentialed musicians and religious educators as well as ministers. It will not be the usual reading of names, which will instead be scrolled. Thus my message will not include a welcome to UURMaPA, which was in the draft. I will be redoing the script and taping by April 22, so possibly I can run this by you at our meeting this week.

UUA Guidelines on gathering as congregations: The UUA has advised congregations to plan on meeting virtually until May of 2021. The letter provided sources and additional materials. How can we best serve our mission during this time? What is the impact on us, and how do needs change?

Ongoing updating of Volunteer Job Descriptions: More text will be included in the agenda. I have been in touch with the Rev'd Susan LaMar, our historian, exchanging thoughts and questions.

Unitarian Service Pension Society (USPS): I am continuing as a Director of the USPS. I find it useful in conjunction with my UURMaPA role. The Annual Meeting was held virtually on May 14th. We want to make sure that eligible ministers apply for this – Richard Nugent generally keeps reminding people.

Governance in these times: This is interesting, at least to me, but probably not material to our operation and governance. UURMaPA is incorporated as a non-profit in Massachusetts. A recent action by the Commonwealth, emergency Covid-19 provisions, empowers Boards of MA non-profits to act on behalf of their membership, as long as the Membership is informed of any actions taken. I became aware of this with the annual meeting of the Unitarian Service Pension Society this week. I think of no decisions where this will make a difference, but it is good to know. UURMaPA has generally operated through Board decisions, made on behalf of our members. Our Annual Meeting has been held at GA, but the luncheon gathering has not been a decision-making or voting meeting. Elections are held by lack of objection. Put another way, when nominees are announced in the Winter Elderberries, if there is only one person per position, the nominee is considered elected in April, to begin serving July 1st. (see bylaws and Operating documents).

Inviting incoming Board Members to June meeting – and May An extra month of listening in might be helpful, so incoming Board members are getting a late invite to this Wednesday meeting, in case they are not able to make it for June, and want to learn the ropes early.

Weekly check-in support group I signed up when the invitation was issued and was put into a group of UURMaPAns. The group decided to extend the initial commitment and meet through May. This has been a meaningful point in my week. Such pastoral care opportunities can be more of what we do as an organization. While working ministers are expressing ZOOM fatigue, small groups might be a key source of connection for retired ministers.

Vice-President: Phyllis Hubbell

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Rainbow History UURMaPA Workshops: I am almost finished with the Litchfield videos. Just need a quick review of those Tom Mazzarella sent me and will be ready to send them off to Andover/Harvard and our own website. Now just need to get the New Braunfels videos transferred to Tom for edits. Hope to have those done by June. One more outstanding matter concerns a possible payment to Charlie Agar. Let's discuss at the Board meeting.

General Assembly UURMaPA Lunch: I am working on our G.A. event, developing a program and planning other logistics. Ginger and I are looking into possible tech people to assist. That will be the chief cost, but we don't have quotes yet. There will be no charge for this event, but we are thinking of whether there is something special we can give the retiring ministers and partners. I am looking for Board members who can facilitate break out rooms during the event.

Saging Award: I have notified David Pohl and Esther Hopkins that we will be making this award to them at our G.A. event. We hope to have them give short remarks at the event.

Treasurer: Dave Hunter

Since our April meeting I have written four checks, totaling \$1200. I paid \$750 to Tom Mazzarella, our Litchfield videographer. The payment to Mazzarella reduces our Rainbow history project fund from \$5141 to \$4391. I made two \$50 payments in memory of deceased partners: to Glory House, Laurel, Mississippi, in memory of Peggy Owens-Mansfield, and to the Monte Vista UU congregation, Montclair CA, in memory of Nick Livingston. I sent \$350 to the UUMA endowment, in memory of seven deceased ministers: William David, Thomas Mikelson, James Mitchell, Kenneth Mochel, Steve Phinney (my classmate at Wesley), George Tolleson, and Glenda Walker.

Since our April meeting we have received 14 contributions, totaling \$1295. Nine were via PayPal; they total \$595. After fees of \$20.46, the net amount we received was \$574.54. The highest from PayPal was \$100, the lowest \$20. We received five by check, totaling \$700. The highest was \$200, designated for the Creative Saging award, the lowest was \$100. I have sent thankyou letters to all of these contributors.

Finally, on May 18 I submitted to IRS Form 900-N(e-Postcard) for 2019.

Secretary: Barbara Child

After the April 15 Board Meeting, I sent the approved March 18 Board Meeting minutes to Webmaster Duane Fickeisen for posting on our web site under Governance. I sent draft April 15 Board Meeting minutes and reports to the Board for corrections and other suggested revisions. On May 15 I sent the revised minutes and reports to the Board for review before the May 20 meeting. I also sent this May Secretary's Report to the Board on May 15 along with the call for May reports from the other Board members.

I sent Duane updated text for my Board member's bio on the web site after I happened to notice that it was not at all current.

As part of the Partners Project, I had a phone conversation with the partner of a retired minister who wanted to amplify her answers to my questionnaire.

I was pleased to see that I am listed on the agenda of the UUMA Business Meeting in June to move the addition to the Guidelines proposed jointly by UURMaPA and the Transitional Ministers Chapter of UUMA. I inquired of Wendy Bartel, UUMA Secretary, whether I need to resend to her the wording of the motion, which I sent to President Wendy Williams many months ago. I await Wendy Bartel's response.

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Continuing orientation of Gloria Perez, who will succeed me as Secretary, I sent her the April minutes and reports.

Elderberries Editor: Jaco ten Hove

My report is simply that I got the spring issue of *Elderberries* out, which took some doing and a lot of time but seems to be worth it.

At this point, the leading candidate for top story in the next, Summer issue will be whatever we end up doing around GA. I could use a few other ideas, if anyone has cogent suggestions.

At-Large Member: Conferences – Ginger Luke

1. 2020 Fall Conference:

- a. In our April meeting the board agreed this conference will be a virtual conference. We agreed to wait to announce that hoping the Barbara Harris Center would announce that they would be closed during our dates.
- b. We have not yet received a notice from the Barbara Harris Center that they are cancelling reservations for our dates. They have cancelled reservations through June as I understand. We will need to forfeit the \$3735.00 deposit unless they announce they will be closed during our dates. According to our letter of agreement we have until 45 days (July 29, 2020) before our conference to cancel our reservation. After that we would be obliged to pay for the entire conference. **WHAT ARE THE ETHICS OF ANNOUNCING TO OUR MEMBERSHIP THAT THIS CONFERENCE WILL BE A VIRTUAL CONFERENCE BEFORE WE CANCEL WITH THE BARBARA HARRIS CENTER? I WILL BE ASKING THE BOARD TO THINK ABOUT THAT AND ASKING WHEN WE SHOULD CANCEL WITH BARBARA HARRIS.**
- c. Barbro Hansson, Charles Stephens and Alison Stephens have agreed to be the facilitators for this conference with the help of a professional to orchestrate the technology.
- d. I have contacted Tanner Linden, who does tech work for the CLF, and asked for a bid for GA and the fall conference. He charges \$30 per hour with a 20 hour minimum. Phyllis Hubbell is contacting Thomas Mazzarella, who was our videographer in New Braunfels, TX, asking him for a bid also. We will get back to you as soon as we have a decision about this.
- e. From Barbro Hansson the tentative proposed program for the UURMaPA Fall 2020 Conference October 12-14, 2020 would start at 2 pm EST with two hours of programming followed by a one hour break and continue for two more hours each day. That would be a total of 12 hours of programming over three days covering the following:
 - Service of Remembrance
 - Creative Saging Award (probably a virtual repeat of GA)
 - Fred Small's Program
 - Odyssey
 - News from the UUA and the UUMA
 - What's Going on with UURMaPA
 - Now What? (what next in our work with the climate crisis)
- f. The Facilitating team will need to know soon who the Odyssey presenter will be so they can arrange how that will be done virtually. I think the UURMaPA president determines that person and I think Diane Miller previously has asked for recommendations from board members. Diane, please let Barbro Hansson know when this decision has been made and the invitation accepted.

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2. Winter 2021 Conference

I RECOMMEND WE DECIDE THE UURMAPA WINTER 2021 CONFERENCE BE VIRTUAL. I REQUEST THAT THE BOARD VOTE ON THIS DURING OUR MAY MEETING. Right now February 2021 dates are being held for us at the Franciscan Renewal Center and they have contacted me today to see if we still want it. Anne and I have emailed about turning this into a virtual conference.

3. I talked with Phyllis Hubbell about the format of UURMaPA's virtual presence at GA this year. She will be reporting about that.
4. A special thanks to Duane Fickeisen for getting the Scottsdale videos on our website. It took way more time than either of us expected. It is easier to record and transfer from laptops for such things than from Ipads.
5. Special thanks to Jaco for being so flexible with the Elderberries content concerning the transition into virtual conference planning.
6. Susan LaMar, the UURMaPA historian, and I have conferred about how to handle valuable UURMaPA documents without an office or staff. Basically we decided in consultation with Andover Harvard Archives that historical documents should go to Susan who will then give them to Andover Harvard Archives. If as you are leaving the board you wonder if a document is "historical", send everything to Susan and let her decide. All public documents may be stored on our website. Legal documents or other valuable documents which we may need to have access to should be kept in a file box held by the UURMaPA secretary and transferred from one secretary to the next as secretaries are affirmed by the board. Any documents we send to Andover Harvard Archives are their possession and we no longer retain any copyrights. I will ask Susan to write up a note covering all of this to be included in our procedures on our website.
7. Stay safe, all

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

Cathie is having computer nightmares. Her "announce" has been terminated for some reason and she can't get info for death notices; she's been trying to get info from Richard Speck. Further complications is that she had to buy new Windows and installation is another nightmare, so she has spent hours in exercising computer futility.

I have had better luck. We have a new Area Connector for Eastern Canada! I did another email out to all folks and got a response from Kathleen Hunter, Alan Deale's widow (kdhagd@mac.com uurevjay@gmail.com), who agreed to take it on. On a humorous note, one of the responders said since she was 98 years old, she thought she had "done enough, and that perhaps, it was time for one of the younger people to take over..."

I think I also have someone for Eastern Carolinas, but have to verify. So I think all we still need is JPD SOUTH and HEARTLAND NORTH!

I have also emailed our folks in SW area to check in on their status; not much of a response, so I'll try again.

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I'll be doing my first church service-outside with everyone masked at a small church in the Texas Hill Country in Kerrville on June 7.

At Large Member: Good Offices – Susan Veronica Rak

No report.