

Minutes of Zoom Conference Board Meeting – June 17, 2020, Unitarian Universalist Retired Ministers and Partners Association

Board Members Present: Diane Miller, Susan Rak, Richard Speck, Gloria Perez, Marni Harmony, Anne Spatola, Art Severance, Cathie Severance, Jaco ten Hove, Also Attending, In-coming Board Members Who Will Take Office July 1: Marni Harmony (Board Member with Good Offices Portfolio), Gloria Perez (Secretary), Anne Spatola (Board Member with Conferences Portfolio), and Richard Speck (Treasurer)

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

Agenda Item Things

MAY 20, 2020, BOARD MEETING MINUTES

The revised May 20 Board Meeting minutes were approved. They have been sent to Duane for posting on UURMaPA's web site under GOVERNANCE.

PROGRAM FOR JUNE 18 VIRTUAL GENERAL ASSEMBLY GATHERING

All current Board members except Art and Cathie will serve as facilitators for small groups in break-out rooms for ten minutes at the end of the gathering. Phyllis will send all of the facilitators including us information about how the break-out room process will work.

COMPENSATION FOR VIDEOGRAPHERS

After hearing Phyllis's report on the videography work done for our two 2019 conferences, we agreed to pay Charlie Agar the remainder of the budgeted amount after paying Tom Mazzarella for his final editing work.

Phyllis will let Dave know when to pay both Tom Mazzarella and Charlie Agar and the amount each is to be paid.

FALL 2020 CONFERENCE

Ginger reported on the spectacular work of the planning team – Barbro Hansson, Alison Stephens, and Charles Stephens – and their preparedness for the uncertainties of the world in which this conference will happen. She let us know that the registration fee will be only \$30, which will likely contribute to our having a substantial number of people register.

TREASURER'S REPORT

The Treasurer's report was approved.

Dave will prepare for the Board a report of income and expenses vis a vis our budget for the past six months.

SUGGESTIONS FOR ODYSSEY PRESENTERS

At Diane's request, Board members will continue to give her suggestions for potential Odyssey presenters.

Diane will review the history of UURMaPA's Odyssey presenters to see whether there have been any Odysseys presented by couples consisting of a minister and that minister's non-clergy partner, or any presented by a partner alone.

RE-APPOINTMENT OF HISTORIAN

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At Diane's request, we re-appointed Susan LaMar as Historian for one year.

SECRETARY'S JOB DESCRIPTION

We agreed to revise the last sentence of the Secretary's Job Description in the Board Operating Procedures to make it mirror the last sentence of the paragraph headed "UURMaPA-Announce" in the separate document entitled "UURMaPA Secretary Job Description," which reads as follows: "The Secretary serves as the Board member back-up person who can post to the List, who may post notices to members as needed."

NOMINATING COMMITTEE

At Diane's request, we reaffirmed our earlier change of procedure for the operation of our Nominating Committee, as indicated in the February 2020 Operating Procedures published on our website. The current language reads: "A nominating committee, consisting of five members who select their own chair, is elected by the membership."

JULY 2020 MEETING

Next meeting: July 15, 2020, Zoom conference, 1:00 Eastern Daylight Time, with individual members to adjust the time according to their Time Zone.

Respectfully submitted,

Barbara Child, Secretary

REPORTS SUBMITTED FOR JUNE 17, 2020, ZOOM CONFERENCE BOARD MEETING

President: Diane Miller

This coming week we have our monthly Board Meeting on Wednesday, followed by our annual gathering, a virtual event for newly retired ministers and partners, and all members, on Thursday. Our monthly Board Meeting is the transitional one of having a farewell to departing members (four!) and welcome to incoming members whose terms begin July 1st. Outgoing members had some dedicated time to reflect and give their wisdom to the Board at our February meeting. Incoming Board members will be part of our check-in to introduce themselves and to comment.

Meanwhile, we have a significant agenda to cover. The actual agenda will be emailed by Tuesday. Please alert me as to how much time or what items you want to be sure to have on our agenda.

Since our last meeting I video recorded a one-minute congratulations to retiring religious professionals (ministers plus professional musicians and credentialed religious educators) for the Service of the Living Tradition at virtual GA.

For our UURMaPA meeting on Thursday I have done a script for my welcome and hope to put it on video in advance, with photos of our gatherings. An old practice I learned way back is to not include names in such reports, for if I started to highlight volunteers and name those who have done things, we would never get through it.

I have worked with Cathy Severance on the obit notices process. I have spoken with Judy Gibson on the job descriptions and governance documents. I've had several calls with Phyllis about the Annual event. Lots of

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emails. Leslie Westbrook's video on Women and Ministry was taken down from You Tube by her son because it was attracting "hate mail." That is now posted again, and a new link sent to Duane for our website.

Meanwhile, with many of you I participated in part 1 of the UUMA Annual Business meeting, which included Barbara Child's fine presentation of the amendment about partners, which we are endorsing. The meeting was recorded and is available via the UUMA. Be sure to vote for that in part 2 of the business meeting.

Judy Gibson has led the Nominating Committee's work on forming Job Descriptions for all volunteers in leadership roles and is nearing the finish line. Newly done is the Historian (Susan LaMar) job description, which I am attaching FYI. It is affirmed by Susan, Judy, and by me as liaison to that off-Board role. This does not require Board action, but I want you to know it has been posted to our website. What does require action is to re-appoint Susan to another term.

Also, there are updates to the Secretary job description. Please see attached.

I solicited suggestions for Odyssey speakers and wrote down several names during a Board meeting. Naturally, the brainstorm didn't go in the minutes, and I lost my piece of paper. I am asking again: please email me or text me names of potential Odyssey presenters for fall 2020. Ministers or Partners or both. Repeat the suggestions you made before. This list may also be utilized for future conferences. Many thanks.

In response to Ginger's report, our historian Susan LaMar has worked up a job description with Judy Gibson and me, and it is attached to my report, emailed last night. That's a great question about creating some guidance for Board members, and I hope we can work with her on some guidelines, which can go in our Operating Procedures. I've asked Susan about a couple specifics in the past, and she said "mail to me and I'll decide." She then sends things in to Andover Harvard archives, though the Library is temporarily not receiving any mail due to Covid-19.

The Operating Procedures have been updated. Please review them and bring any further changes to this meeting, so that we can incorporate changes before these are posted on our website.

Thank you all for sending the notes to retiring ministers, and for all the many things you do to make this group function well, and accomplish much!

Vice-President: Phyllis Hubbell

General:

Rainbow History UURMaPA Workshops:

I haven't made much progress on this. I'm having trouble duplicating the flash drive which I need to do in order to send the New Braunfels videos off to Tom Mazzarella to edit. I'm hoping that Tanner Linden our Zoom expert can walk me through this. I have the final videos back from Litchfield but haven't had a chance to double check them and send them on to our website and Andover/Harvard After G.A. I will turn to that. I do have a question about payment for the New Braunfels tapes that I hope to discuss at this meeting.

General Assembly UURMaPA Special Event:

The great news is that we have 110 people registered for this event, close to twice as many as we would typically expect. I would recommend that we consider what this terrific attendance means for future conferences and events. I suspect, for example, that we will have a much larger attendance at the fall conference than we are currently planning. I would suggest that we consider whether we shouldn't be offering more virtual events and fewer in person ones or perhaps more in person local events. Of course, there are also helpful environmental

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impact of virtual events which also favor virtual meetings. But the reduced costs make it possible for more members to participate.

Planning for a virtual event takes as much if not more time to plan. I would recommend that for next year, a separate registrar be recruited so that the VP can focus solely on programming.

Otherwise, the G.A. event is coming along nicely. We have 18 facilitators recruited, and my great thanks to the Board for stepping up. I would prefer to have a few more people available to facilitate, but may get some more positive responses from the emails I sent out last night.

Saging Award:

Both David Pohl and Esther Hopkins will be present at the event to receive their awards. They've been a delight to work with. Richard Nugent and Linda Rose will be present from the UUA Office of Finance and Sarah Lammert and possibly her co-director Janice Marie Johnson from the Office of Ministries and Faith Development will be present.

Living Our Values:

I would also recommend that we give some thought while planning each conference and special event about how we address the concerns of our colleagues and partners of color and those who are LGBTQIA. I envision this as something analogous to an Environmental Impact Statement in the federal government. These ongoing protests remind me once again of the challenge we got last year concerning whether we are ready to welcome our retiring colleagues from these and other marginalized groups. I got caught short by the possible impact of the movement to address systemic racism in our police force on our event tomorrow. I'm sure that if I had been a person of color I would have thought of this several weeks ago. I welcome any suggestions you have, even at this late date.

Saying Goodbye:

It has been a pleasure working with you this last year. You are a terrific board to work with. You cooperate, you care, and you step up. I regret that my own call to work more on climate change coupled has made me feel that I need to change my priorities. But I am sure we will see each other again.

Treasurer: Dave Hunter

Since my May report, we have received nine contributions, totaling \$560, including three via PayPal, totaling \$300. Since our last meeting I've written four checks, two for the creative saging awards, one for the printing and mailing of Elderberries (\$1042) and one for miscellaneous expenses related to Elderberries (\$23.45). Memorial gifts to the UUMA Endowment are pending in memory of Rev. Robert Miles Eddy (1930-2018), who died in 2018, at the age of 89; Rev. Richard M. Woodman, who died on May 30, at the age of 90; Rev. Dr. David Parke, who died on June 6, at the age of 91, and Rev. Gertrude V. Lindener-Stawski, who died on June 12, at the age of 89. Gifts will be made in their memory (and in memory of others whose deaths I learn of) by the end of June.

Also, at or near the end of June I will do a six-month comparison of actual income and expenses with budgeted income and expenses. Please let me know of any checks I need to write as soon as possible.

Secretary: Barbara Child

After the May 20 Board Meeting, I sent the approved April 15 Board Meeting minutes to Webmaster Duane Fickeisen for posting on our web site under Governance. I sent draft May 20 Board Meeting minutes and reports to the Board for corrections and other suggested revisions. I also copied on that mailing Gloria Perez, incoming Secretary, and Judy Gibson at her request. On June 12, with copies to Gloria Perez and Judy Gibson, I sent the

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revised May minutes and reports to the Board for review before the June 17 meeting, as well as this June Secretary's Report along with the call for June reports from the other Board members.

I sent notes of welcome with information about our June 18 virtual gathering to the newly retiring ministers assigned to me: F. Jay Deacon, Steven Epperson, Jacqueline K. Duhart, Stephen D. Edington, Rebecca A. Edmiston-Lange, Alison W. Eskildsen, and Ian S. Evison.

At the first session of the UUMA Annual Business Meeting on June 11, I moved the addition to the UUMA Code of Conduct proposed jointly by UURMaPA and the Transitional Ministers Chapter of UUMA. The day before this meeting, I posted notice of it on the Facebook pages of the UUMA Transitional Ministers Chapter, the general Transitional Ministers group known as Wayside Respite, and UURMaPA, as well as UURMaPA's Announce list. I gave some background information about our joint proposal and urged colleagues to attend the July 11 UUMA Annual Business Meeting session and especially to vote for the motion. The relevant substance of Paragraph 16 of the Code of Conduct is as follows:

[existing language, not to be changed] "If I belong to or attend a congregation served by a colleague, ... I will initiate an open and direct conversation with my colleague(s), in order to create a mutually agreed covenant, expressed in a Letter of Understanding about the role I am to play in the church."

[language we propose to add immediately following the above] "If I have a partner, I will seek to have my partner participate in the conversation and be one of the mutually agreeing parties to the covenant and a signer of the Letter of Understanding about the roles each of us will play in the church."

And finally, a comic footnote to my account of my presentation at the UUMA Business Meeting: Marni Harmony tells me that when I referred to the Transitional Ministers Chapter of UUMA, the written transcription at the bottom of the screen reported that I referred to "Transitional Roosters." That's, all, folks. Thus endeth my final report as this Board's Secretary.

Elderberries Editor: Jaco ten Hove

Besides sending out my hand-written invites to newly retired folks, I've been brewing and conspiring for material to fill the Summer Elderberries and consulting with the Fall Conference planners (along with my spouse Barbara) about their draft schedule for the virtual event.

At-Large Member: Conferences – Ginger Luke

This is my final report to the board and I want to say it has been a pleasure and delight to be part of this board. I wish you all the best and look forward to continue to participate in UURMaPA.

GA 2020

I have been in regular email contact with Phyllis Hubbell as she makes all the plans for our virtual GA event. I have connected her up with Tanner Linden, a good tech person.

Fall 2020 Virtual Conference

1. I have been in frequent conversation with Barbro Hansson concerning plans, PR and budget for this virtual conversation. After conferring with Jaco and Barbara ten Hove, Barbro Hansson has developed the following schedule for the fall conference:

UURM&PA Fall 2020 Zoom Conference
Climate Action In a Time of Covid-19
(All times in Eastern Daylight Savings Time)

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Monday, October 12 - _____ (calling the day something)

1:00 - 2:30 Welcome with Check-In & Small Groups

2:30 - 3:00 Hang Out & Chat Time

7:00 - 8:00 Service of Remembrance

8:00 - 8:30 Reception (?!?), Hang Out & Chat Time

Tuesday, October 13 - _____ (calling the day something)

1:00 - 2:30 Give Light: Spiritual Support for Climate Activism In a Time of Covid-19

Rev. Fred Small, Presenter

2:30 - 3:00 Small Group Processing (?!?)

7:00 - 8:00 Odyssey Presented by ???

8:00 - 8:30 Reception (?!?), Hang Out & Chat Time

Wednesday, October 14 - _____ (calling the day something)

1:00 - 2:30 What's Going on with UURM&PA (Business, Creative Saging Award, etc)

2:30 - 3:00 Hang Out & Chat Time

7:00 - 8:00 Closing Worship

8:00 - 8:30 Hang Out & Chat Time

The draft budget is:

Conference Expenses Tech Professional 4 hours Consultation	\$810.00
Planning Team Expenses Reimbursements for mailings, Zoom, etc.	\$310.00
Theme Speaker Honoraria for Rev. Fred Small	\$500.00 _
Total Conference Expenses	\$1,500.00

Conference Income Registrations 50 Registrants at \$30.00 per person \$1,500.00

Total Conference Income \$1,500.00

2. Anne Spatola, Barbro Hansson and I had a virtual meeting on Wednesday, May 27, 2020 to work out some transition and plans for this conference.
3. I have told Tanner Linden that Barbro Hansson will be in touch with him soon toto handle the tech work throughout the conference.

Winter 2021 Conference

1. I cancelled our February 2021 reservations at the Franciscan Renewal Center in Scottsdale, AZ. There was no cost to this cancellation.
2. Anne Spatola is already putting together a team to deal with plans for Winter of 2021.

Fall 2021 Conference at the Barbara C Harris Conference Center on October 18-21, 2021.

1. I have signed an agreement for our UURMaPA Fall 2021 Conference at the Barbara C Harris Conference to be held from October 18-21, 2021. Our 2020 deposit will carry over for 2021 so there was no additional cost at this time.
2. I have forwarded a copy of this document to Anne Spatola.

Winter 2022 Conference at the Franciscan Renewal Center in Scottsdale, AZ

1. I have made arrangements for a board meeting and Winter Conference at the Franciscan Renewal Center in Scottsdale. AZ.
The board meeting reservations are for Sunday, February 27 to afternoon on Tuesday, March 1 using the Brother Anthony room for the board meetings. The conference reservations are for Tuesday, March 1 at noon until Thursday, March 4 at 1 pm. There are no costs for this reservation at this time.
2. I have forwarded the reservation agreement and preliminary estimate papers to Anne Spatola and have told the Franciscan Renewal Center she is their new contact person. Anne, Kathi Sekara from FRC and I met discussing this transfer last February 2020.

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Job Description for Historian

1. I have asked Susan LaMar to write up a job description for her historian position and send it to Judy Gibson.
2. I have also asked Susan LaMar to write up a procedure for how board members should handle documents that should be part of UURMaPA short and long term history. I have not heard back from Susan about either of these requests so will follow up on that.

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

Cathie

I am sending out death notices in UURMAPA format to members. Jay Atkinson and I are working on comparing our lists of names to insure that no one is missed. I sent the message that Jaco requested for Elderberries out in an “Announce,” and have received many comments in return- the biggest of which was "What's the Password for member directories?". Also have received names of spouses who's deaths not been acknowledged..

Art

I checked in with my Area Connectors and also passed along the message from Jaco about Elderberries. I didn't get much feedback in return. We welcomed new retirees, Barbara Garfinkel, and Ben Bortin. I continue leading the minister's chat group, though we are down to 5 people.

Jay Abernathy is Area Coordinator for Eastern Carolina. I thought I had someone for JPD South, but she decided she wasn't ready, so we still have JPD SOUTH and HEARTLAND NORTH open.

At Large Member: Good Offices – Susan Veronica Rak

My time has been mostly devoted to clarifying Zoom arrangements/account information. I've also offered some small assistance to Phyllis and Tanner in planning for the UURMaPA event coming up.