

1 Universalist Retired Ministers and Partners Association Minutes
2 of Zoom Conference Board Meeting May 19,2021

3
4 Board Members Present: Diane Miller, Susan Rak, Richard Speck, Gloria Perez,
5 Marni Harmony, Jaco ten Hove, and Anne Spatola.

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

7
8 Opening words read by Marni Harmony “The Waiting” poem written by Jane
9 Wong

10
11 Standing reports:

12
13 Secretary-Gloria Perez:

14
15 **After one correction to the first draft of the April 21, 2021, meeting minutes the**
16 **revised minutes were approved.**

17
18 Treasurer-Richard Speck:

19
20 Richard explained April’s monthly spreadsheet report. Some of the
21 Expenses have been paid for with more expected to be entered in May’s
22 spreadsheet. Financially we are doing great. He also told us about a bequeath
23 from George Brooks to the UUA of which 20% will come to UURMaPa. There is no
24 specific way in which we are to use the bequest. \$25,000 will go into the
25 Endowment with the remainder going into the money market fund. Discussion
26 followed about how bequeaths are handled through our current policy. Richard
27 had sent the board a proposed revision of the current documents regarding
28 bequeaths. **We made some revisions to Richard’s proposed wording and**
29 **approved the document.** *Richard will make the discussed revisions and send the*
30 *document to the secretary who will send the document to the Webmaster Dwayne*
31 *Fickeisen for posting on our website. Gloria will ask Duane to remove the current*
32 *documents.*

33 **The treasurer’s report was approved.**

34 This is the revised document followed by the current document.

35 **Endowment Fund Revision May 2021**

36

37 **UURMaPA, established in 1985, has served our liberal religious movement and**
38 **the needs of retired UU ministers and their partners for more than a quarter of**
39 **a century – and, with your support, will continue to serve for many years to**
40 **come.**

41

42 With this hope in mind, we have created an endowment fund. The Fund balance
43 is to be held in perpetuity. Annually, the Board may withdraw up to 4% of the
44 balance for supporting the annual budget. The Board may withdraw funds from
45 the endowment fund balance in addition to this limitation. It will take two
46 subsequent votes of the Board to access the Endowment beyond the annual
47 withdrawal.

48

49 To contribute send a check made out to “UURMaPA Endowment Fund” to:
50 Richard Speck, Treasurer
51 UU Retired Ministers and Partners Assoc.
52 4721 Mermaid Blvd
53 Wilmington, DE 19808
54 For details, contact Richard Speck at treasurer@uurmapa.org.

55

56 There are other ways, too, of contributing to UURMaPA in a lasting way. You
57 might consider naming UURMaPA in your will, for example. Or you might consider
58 the purchase of a charitable gift annuity, that would generate income for you
59 during your lifetime and leave a legacy for the organization.

60

61 **Resolution to Create the UURMaPA Endowment Fund**

62 **Adopted October 7, 2008**

63 **Revised May 19, 2021**

64

65 WHEREAS the primary fiduciary responsibility of the leadership of a nonprofit
66 charitable organization is to further the mission of the organization and maintain
67 its programs, and

68

69 WHEREAS the annual income for a non-profit charitable organization that is
70 derived in any particular fiscal year will be influenced by current economic
71 conditions and the generosity of current donors, and

72

73 WHEREAS the long-term financial stability of a non-profit charitable organization
74 may benefit from income from funds donated in prior periods by previous
75 supporters,

76
77 THEREFORE, BE IT RESOLVED, the Executive Board of the Unitarian Universalist
78 Retired Ministers and Partners Association at its regular meeting in October 2008
79 in Boston, Massachusetts hereby resolves to establish an ENDOWMENT FUND to
80 hold assets in perpetuity that are donated for this purpose. The ENDOWMENT
81 FUND will be governed according to the following policies:

82
83 1. The ENDOWMENT FUND will be managed by the Treasurer. The Treasurer may
84 establish an Endowment Committee of three people approved by the Board to
85 assist in the management of the Endowment Fund. The Treasurer is authorized to
86 solicit contributions to UURMaPA to be designated for the ENDOWMENT FUND,
87 with such contributions covered by the Association's 501(c) (3) tax status as
88 applied to charitable donations.

89
90 2. The Treasurer and/or the Endowment Committee is hereby authorized to
91 undertake all the usual actions related to holding, making or disposing of
92 investments in financial markets, such as through mutual funds and any mix of
93 cash, equities or bonds. The Treasurer and/or the Endowment Committee may
94 not incur obligations on behalf of UURMaPA beyond the assets of the
95 ENDOWMENT FUND, and the ENDOWMENT FUND assets will not be co-mingled
96 with other UURMaPA accounts.

97
98 3. The Endowment Fund will be invested in the Unitarian Universalist Association
99 Common Endowment Fund and managed by the UUA. The Treasurer will report
100 monthly to the Board on the balance of the Endowment Fund.

101
102 4. Withdrawals from the Endowment Fund may be made annually in the fall of
103 each year and used in the creation of the next fiscal year budget. An amount up
104 to 4% of the balance as of June 30th of that year may be withdrawn and added to
105 the next year's budget. The Board may withdraw funds from the endowment
106 fund balance in addition to this limitation. It will take two subsequent votes of
107 the Board to access the Endowment beyond the annual withdrawal.

108

109 5. The UURMaPA Executive Board shall have the authority to revise these policies
110 in the event of a financial emergency or other urgent circumstance so long as they
111 act in the best interests of the organization, however any such revisions shall
112 require approval by the Board of Directors at two consecutive meetings.

113

114 6. Non-cash donations to the ENDOWMENT FUND such as individual equities will
115 be sold as soon as practicable after they are received, with the proceeds added to
116 the Endowment corpus and invested according to the financial policies then in
117 force.

118

119 7. In order to stimulate contributions to the UURMaPA ENDOWMENT FUND, the
120 Executive Board shall publicize the existence and purposes of the ENDOWMENT
121 FUND to its members. Individual UURMaPA members may request and receive
122 from the Treasurer a current report on the status of the Fund at any time.

123

124 8. In the event of the termination of the Unitarian Universalist Retired Ministers
125 and Partners Association, the successor organization to receive any remaining
126 assets will be the Unitarian Universalist Association Living Tradition Fund.

127

128 **AGENDA ITEMS:**

129

130 June gathering: the date is June 15,2021 at 1:00 ET. The outline for the plan is
131 provided in the Vice -President's May report at the end of these minutes. We
132 discussed the plan and Susan asked for suggestions for the time that would have
133 been used for the Creative Sageing Award presentation. Suggestions included: we
134 can have a time of reflection; a small panel of last year's retirees to speak about
135 their first year of retirement; breakout rooms based on geographical groups using
136 the information from the registrations. *Susan will work on a list of retirees from
137 last year to talk about what their experience has been in the first year of
138 retirement.* The there was an invitation to have someone volunteer to monitor
139 the chat for any questions that might pop up during this session. *Diane will send a
140 script of her president's report for us to look at and make suggestions for items to
141 be included.* Susan is working on the data needs for the gifts for the new retirees.

142

143 Anne Spatola and the Fall Conference

144

145 We discussed Conference recordings.

146 We talked about recordings being on the website. Richard told us that he has a
147 file copy of all the recordings done for the spring conference on a Google Drive.
148 He sent a link to Jaco for pulling out ideas that he may use and reporting on the
149 conference in Elderberries. We talked about what we want to do with these
150 videos. Anne has a link to the keynote presentations for the Fall Conference that
151 she can put on the website. Conference planners need to know what the policy is
152 regarding having videos accessible. *Anne and Barbro will create a policy regarding*
153 *making videos of theme presenters, worship services and pre-taped videos*
154 *accessible from the website.* As to past conferences, a release form can be created
155 to send to keynote speakers who want to give permission to have their videos
156 accessible through the website. *Anne will present an outline to the board for*
157 *conference recordings and permissions.*

158
159 There is still a decision to be made about the fall conference. Will it be in person
160 or virtual or a hybrid. Barbro is doing research on the possibilities. The conference
161 Barbara Harris Conference Retreat Center is not able to technologically do a
162 hybrid conference. There is a survey in Elderberries about each way, which will
163 help in the decision-making.

164
165 A deposit for the in-person Spring Conference in Scottsdale has already been
166 made.

167
168 There was further discussion on conferences in general with suggestions about
169 perhaps having one great virtual conference per year and have smaller in-person
170 conferences in the regions; one live and one virtual conference; after doing virtual
171 conferences as a “new normal” perhaps two in person conferences per year
172 maybe not be the wisest use of our resources.

173
174 The experience of doing virtual conferences and all the technical needs that are
175 required to do them has brought forth a suggestion that there be a technically
176 knowledgeable person on the board to serve as a liaison for the planning
177 committee providing technical assistance when necessary. *Diane will take this*
178 *suggestion to the nominating committee. Richard volunteered to be the internet*
179 *liaison for the 2021 Fall Conference.*

180
181 Jaco ten Hove will have more time to work on the Handbook from Barbara Child
182 this coming week.

183
184 Marni Harmony will be on a follow-up call with the UUMA on Friday May 21, at
185 1:00pm ET

186
187 Respectfully submitted Gloria Perez, Secretary

188
189 President's Report-Diane Miller
190 Report to the Board of UURMaPA from
191 Diane Miller, President, for
192 May 19th, 2021

193
194 Congratulations to all involved in the Spring Conference! We had a "post-
195 mortem" meeting with key organizers to pull out useful learnings. On behalf of
196 the Board, we sent In-Spirit \$50 gift certificates to the three households who
197 planned the conference. Planners are sending thank you notes. We can all be
198 proud of this excellent Conference, and Marni's outstanding Odyssey.

199
200 Action Item: Financial Matters

201
202 Prompted by a bequest from the late Rev. George Brooks, I'm asking for some
203 financial updating by the Board about our Endowment Fund.

204
205 An outdated statement about our Endowment Fund is on our website, a stand-
206 alone document under Governance. A link is below. I will ask the Board to 1) vote
207 to remove it and 2) draft the elements of a new Endowment policy that meets our
208 needs.

209
210 1) Vote on removing this Endowment policy from our website:
211 [https://uurmapa.org/wp-content/uploads/2016/06/UURMaPA-](https://uurmapa.org/wp-content/uploads/2016/06/UURMaPA-Endowment-Fund.pdf)
212 [Endowment-Fund.pdf](https://uurmapa.org/wp-content/uploads/2016/06/UURMaPA-Endowment-Fund.pdf)

213 It is way out of date and misleading. It is housekeeping to remove it, but it needs
214 to be replaced with a current policy/statement. My suggestion is that a new policy
215 go into the Operating Procedures, AND that the website carries a clear message
216 about such donations as a stand-alone item. This would make it easier for people
217 who might want to consider a gift, without having to wade through the
218 governance documents.

219

220 As a reminder, the Bylaws state (as you would expect) that the Board puts
221 financial decision authority with the Board, when it states, under Treasurer: *The*
222 *Treasurer shall keep a faithful account of the financial transactions of the*
223 *organization and shall receive contributions of funds and shall make payments in*
224 ***accordance with the policies and procedures adopted by the Board.*** *Whenever*
225 *the Board shall authorize the Treasurer to open an account at any bank or other*
226 *financial institutions, the Secretary and other officers are authorized to execute*
227 *such agreements as are usual for the opening and maintaining of such accounts*
228 *without further action by the Board.*

229

230 2) NEW POLICY considerations to replace above
231 Previously the Board set the following policy, which is found in our Operating
232 Policies document, line 135-136: “All memorial gifts to UURMaPA will be
233 deposited into the Endowment Fund. As approved by the Board September 30,
234 2014.”

235

236 I interpret “memorial gifts” to include bequests.

237

238 The outdated (still posted) policy says we cannot withdraw endowment except for
239 interest.

240 So, I circle back to our need for a policy on how we handle our endowment funds.
241 A good way to do this might be to identify what we want the policy to say, look at
242 policies from other groups, name a team of two or three to write it up and return
243 it to the Board for action. Please bring your suggestions for our policy to the
244 meeting.

245

246 We will take up the action on the George Brooks bequest as proposed by Richard
247 Speck under the Treasurer’s report. BTW, Rev Brooks left a similar amount to the
248 Unitarian Service Pension Society (I’m on the Board) which holds the funds for the
249 Service Gratuity.

250

251 Other items:

252 GA 2021

253 I am in the process of taping a 90 second message to retirees to be used in the
254 Service of the Living Tradition. Changes from ye olden times include listing the
255 retiring Credentialed Religious Educators and Certified Musicians as well as
256 fellowshipped clergy. So, my message doesn’t welcome them to the bosom of

257 UURMaPA, which used to be the point. This may change when we return to in-
258 person, since it's all about streamlining for virtual GA events. We can learn from
259 the service planners in that they have an "inclusivity review" of the complete text
260 of the service. This is a way to highlight anything which could feel exclusionist.
261 This has been completed, so I'm on to recording.

262

263 Marni Harmony panel for UUA Retirement Seminar

264 I participated, along with Jaco, Anne, and Richard in a panel on ZOOM for people
265 nearing retirement. Marni organized the panel and provided a fine introduction
266 drawing on what the participants had said in an earlier session.

267

268 Transitions

269 I've been in touch with Susan Rak about handoff. So far it is more about what I
270 will do with transferring files than yet doing it. UURMaPA expects you each to
271 hand off with the person who follows you. I've invited the incoming Board
272 members to participate in our June 16 meeting.

273

274 Intent to Retire

275 It has been challenging to get the correct information from the UUA on who is
276 retiring, but with several people helping sort out what we need, it seems to be
277 coming together. When we got the spreadsheet not long before the Conference, I
278 emailed every minister on the list, inviting them to register for the Spring
279 Conference, welcoming them to UURMaPA, etc. Many nice replies came back.
280 This will be followed by a mailed letter and brochure in my final month.

281

282 Vice-president's Report- Susan Rak:

283 UURMaPA Vice-President Report

284 May 2021

285

286 Creative Sageing

287 As previously discussed, no award offered this year. For future deliberations, I
288 think better guidelines can be offered e.g., how long retired to be eligible? define
289 "outstanding" or perhaps some examples or criteria of what constitutes this?
290 Some of the "nominations" received noted good works and a vital life but might
291 have passed the "outstanding" test. Just a thought for next year's Board...

292

293 UURMaPA swag

294 You've seen the many emails on this - and between Diane and I we decided to go
295 with the latest UUA "mediation" book. It will be sent to UU ministers who retired
296 both last year and this. The bookstore will handle it all, but I need to create a
297 spreadsheet of names and emails. That remains on my "to-do" list.
298 And coming up with what might be accurate lists for 2021 and 2020 retiree lists
299 with email addresses has not been easy. But I am getting there.

300

301 June Pre-GA Welcome Event

302 Scheduled for Tuesday June 15th at 1 PM. Liz Roper is our Zoom Tech person and
303 we've had one planning session. The proposed schedule is included at the end of
304 this report.

305 • Program

306 without a Creative Sageing awardee, there's a gap in the program. I am
307 suggesting that we use that slot to offer some kind of Reading or Reflection that
308 would lead into breakout group discussions inspired by that. Last year's
309 conversations focused on "pandemic quarantine and how it's affected us". I was
310 thinking we've had quite a bit of Covid-19 and vaccines and such and perhaps
311 reflect on the meaning of "retirement" and "time" and ministry in this post-
312 lockdown world.

313 Thoughts, suggestions. additions, deletions - and most impotently - a volunteer or
314 two to take this on?

315 • Welcome/recognition in this event

316 Discussed with Liz and hoping to do something with names and pictures for that
317 part of the program. I will be emailing the "class of 2021" to request that they
318 send a pic to Liz who will organize it as a "slideshow" for that segment.

319 • Registrations

320 We're using a registration link - thanks to Duane Fickeisen for setting this up. It
321 was sent with a special note to new retirees, and to UURMaPA Announce. I
322 expect this to be lower than last year's attendance since it's coming shortly after
323 the conference and the separation and disconnection is not as raw as it was then,
324 so the need to see colleagues in this way may not be as acute. So far, we have 53
325 registrants.

326

327 respectfully submitted

328 Susan Veronica Rak

329

330 Secretary Report-Gloria Perez:

331 I sent the approved minutes of the April meeting to Duane Fickeisen for posting
 332 on our website on May 21,2021. Included in that email was the Endowment Fund
 333 Document created by Richard Speck. I asked Duane to replace the current
 334 document with this new one. I attended the June 15th virtual gathering for newly
 335 retired ministers.

336
 337 Treasurer’s Report-Richard Speck:
 338 Dear Colleagues,

339 May was full of activity for me. We received the check from the estate of
 340 George Brooks and put it in the checking account. You will see it reflected in the
 341 report. The bills for the spring conference have been paid as well as the quarterly
 342 Elderberries. We received \$4963.43 in registrations and had expenses of
 343 \$3662.25 with a net of \$1301.18. We also paid \$173.18 in PayPal fees. I am in
 344 the process of depositing \$25,000 into the Common Endowment Fund this
 345 week. It will show the transfer in the June report. I’ll transfer the remainder of
 346 the gift into the Money Market account also. We continue to be in great financial
 347 shape as we enter the summer. I look forward to seeing all of you this week.

348 Richard

349

350 Rev. Dr. Richard Speck (he, him, his)

351 4721 Mermaid Blvd

352 Wilmington, DE 19808

353 Home: 302-239-6286

354 Cell:302-528-3762

355

	2021 Budg et	Jan-21	Feb- 21	Mar- 21	Apr- 21	May - 21	Jun- 1	J u l- 1	A u g - 1	S e p - 1	O c t - 1	N o v - 1	D e c - 1	2021 Total	Bud get vs. Actu al
INCOME															
Member Donatio ns	\$10,0 00.00	\$945. 00	\$410. 00	\$190. 00	\$200. 00									\$1,7 45.0 0	17.4 5%
Member Donatio	\$4,00 0.00	\$1,93 3.00	\$105. 00	\$5.00	\$5.00									\$2,0 48.0 0	51.2 0%

ns PayPal																				
Memoria l Gifts	\$2,00 0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0	0.00 %		
Confere nce Fee Income	\$6,00 0.00	\$0.00	\$0.00	\$80.0 0	\$150. 00												\$230 .00	3.83 %		
Confere nce Fee Income PayPal	\$22,0 00.00	\$60.0 0	\$360. 00	\$2,20 0.00	\$1,84 0.00												\$4,4 60.0 0	20.2 7%		
GA Luncheo n Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0			
UUMA Subsidy	\$1,00 0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0	0.00 %		
Scholars hip Income	\$500. 00	\$40.0 0	\$120. 00	\$450. 00	\$360. 00												\$970 .00	194. 00%		
Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0			
Total Regular Income	\$45,5 00.00	\$2,97 8.00	\$995. 00	\$2,92 5.00	\$2,55 5.00												\$9,4 53.0 0	20.7 8%		
EXPENSE																				
On-Site Board Meeting s																				
Transpor tation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0			
Room and Board	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00												\$0.0 0			

Ending Account Balance																			
Endowment	\$58,000.00	\$64,765.43	\$64,765.43	\$66,233.09	\$68,159.25														
Money Market	\$20,000.00	\$19,210.40	\$19,211.87	\$19,213.50	\$19,215.08														
Checking	\$6,000.00	\$19,740.87	\$20,885.87	\$21,660.32	\$25,400.73														
Total	\$84,000.00	\$103,716.70	\$104,863.17	\$107,106.91	\$112,775.06														

356
357 Conferences-Anne Spatola
358 Board Report, May 2021 by Anne Spatola

359
360
361 Panel participant in UUMA retirement seminar.

362
363 **Spring Conference**

- 364
- 365 • Attended meetings in preparation for conference.
 - 366 • Prepared recorded message for conference on my specific role and the
 - 367 need for more volunteers.
 - 368 • Participated in debriefing/assessment session of conference
 - 369 • Wrote thank you cards to all presenters and key players at conference
 - 370 •

371 **Fall Conference**

- 372
- 373 • Barbro and I have begun considering the options for the fall.

- 374 • An article will be in the next Elderberries updating the options and
375 surveying the membership.
- 376 • Barbro prepared a draft schedule/outline of key events for the fall which
377 deviates slightly from the usual format.
- 378 • Barbro developed an outline for a conference planning team's
379 responsibility.
- 380 • With Barbro, developing objectives and assessing costs for
381 conference. Hope to have decision on type of model by June 10.
- 382 • Barbro is starting to recruit for volunteers to be on planning team.

383

384 Connections Report-Art Severance and Cathie Severance:

385 Connections Report 5/21

386 I hadn't received any retirement notices, but after Diane said something
387 about discovering something in her spam, I checked mine and found a notice! So,
388 I sent a note to the Area Connector. I couldn't open the spread sheet which was
389 sent, but luckily Susan saved the day and sent me hers! Unfortunately, because of
390 the confusion of the transition office, it doesn't tell me when notifications were
391 sent.

392 I didn't have any responses from my pitch for new Area Connectors at the
393 conference, so we still need coverage in East Carolina, West Carolina, (yes, those
394 are correct designations; I'm told it's because of the mountains!) Heartland North,
395 and Joseph Priestly South.

396 I continue my UURMAPA Chat group as well as the Writing workshop,
397 which meets at the same time as this meeting, which is why I'm not with you.

398 Cathie and I have had both our Covid and our Shingles shots!

399 And lastly, I've attached a picture of our now month-old grandson, Joel
400 Severance Sarik, showing supporting Black Lives Matter!

401 Shalom,

402 Art

403

404

405 I am gathering all the information for my job to send to the new obit editor. I kept
406 hard copies of the obits that I sent out. People who do the memorial services
407 have used interesting facts from them to bring our colleagues to life.

408

409 It has been an honor to serve on this board. I appreciate the many kindnesses
410 extended to me during my time on the board. Someday we will meet in person at
411 a conference. I do believe strongly that virtual could be a part of future
412 conferences. Travel is more difficult as we “mature” and virtual is better for the
413 environment. But I do miss sitting around with our members and sharing their
414 experiences.

415

Cathie Severance

416 Elderberries Report-Jaco ten Hove:

417 Once again, I was mostly preoccupied with Elderberries, this time putting it to bed
418 by May 1, accomplished despite some technical glitches on the printer’s end. Also
419 began looking ahead to Summer issue topics.

420

421 To that end, I took notes and screen shots throughout the Spring conference,
422 which will be a lead story, along with the June Ingathering event.

423

424 I also happily panelized for Marni’s online workshop to alert wannabe retirees
425 about what’s ahead of them.

426

427 See you all on Wednesday. Cheers, -Jaco

428

429 Good Officer- Marni Harmony:

430 Friends,

431 (Again, I have little to report at this point)

432

433 I participated in the several Zoom calls preparing for the spring conference;
434 attended the conference and, well, presented my Odyssey.

435 I organized an evening session titled “What I Wish I’d Known Before I Retired” for
436 the UUA Retirement Seminar and offer my sincere thanks to the 4 Board
437 members who participated. And I’ve been participating in the rest of the
438 Retirement Seminar.

439 Just FYI, I’ve organized a small group of FL UU retired women ministers for our
440 ongoing support and spiritual deepening.

441

442 Marni

443

444

445

446

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