

Unitarian Universalist Retired Ministers and Partners Association

Minutes of Zoom Conference Board Meeting — October 20, 2023

Board Members Present: Susan Rak, Ned Wight, Gloria Perez, Richard Speck, Barbro Hansson, Joy Atkinson, Wayne Arnason

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

Chalice lighting/Opening Words – Ned

Reports

President, Secretary, Treasurer, Connections Assistant Chair, and UUMA/UUA Liaison reports all accepted without additions. Vice-president and Conference Coordinator reports accepted with additions

Fritz, Joy and Ned talked about acquiring information about prospective retirees who self-identify as BIPOC so as to create a list they can use to make contact with BIPOC folks. **Fritz and Wayne will work on creating a list. They will also make contact the coordinators of Finding Our Way Home.**

Fritz is working on a way for those who would like to stay connected with one another to do so.

Joy brings up the subject of pre-obituaries. There is mention of them, but she can't find any on the website. We discussed a Google Drive file in the cloud with access only by board members whose positions would require the holding of pertinent information. Richard located the file and entered the required permissions to allow us to store documents on the it. The subject of whether we want to invite submissions of pre-obituaries and what policies we might create for them will be an agenda item for a future meeting. **Joy will write up a proposal to be included in a future agenda.**

Matters for discussion

Fall Conference

- UURMaPA's News segment will have 25 minutes for the segment
- Susan has sent the board a draft which is 9 minutes. She will send us a final draft.
- **Fritz will prepare 3-4 minutes about small groups**
- Susan will highlight some points ,which came up from our retreat, in the new Purpose statement
- Wayne will also speak about some of the points
- Richard will speak about fundraising etc.
- **Susan will ask Jaco to say something about our web site**
- Susan will remind the attendees of the Spring Conference dates

What we need to know

There will be an edit to the report regarding the budget for the Spring 2023 conference. We talked about our approach to the Conference given the current world atmosphere and the conflict between Israel and Hamas. Barbro sent a letter to the Board about it and asked for feedback. There will be some additional support from Sonya about facilitating the small breakout groups.

Regarding the subject of IDI: Richard will check with two more facilitators for proposals after the conference. We will talk about this more in-depth in future meetings. One question that came up is, How will the information from an IDI be passed on from one board to the next?

Respectfully submitted, Gloria Perez, Secretary

Board Reports

President – Susan Rak

My UURMaPA time of late has been taken up with Conference work - pulling together the Opening Ingathering/worship has been an effort. I have long been a solo pilot for planning things like that so working with a team is different for me [I just want to grab the ball and run with it!].
end of confession...

The events in the Middle East of the past ten days plus consume our hearts and also affected this Ingathering-planning.

Vice-president – Ned Wight

Here are items on my work plan for 2023-2024 (based on VP job description). Most recent activity is indicated in **bold italic type**.

Arrangements for UURMaPA gift distribution

- In follow-up re 7/10 event, received words of thanks from a few ministers and partners about receiving the book.

Attend Service of the Living Tradition and survivor’s luncheon (during GA)

- I attended the service in Pittsburgh (singing in the choir) and the lunch, which took place on Thursday, June 22. It was rewarding to speak with surviving spouses.

Propose workshops during Ministry Days or GA

- Board decided this was not a function of the UURMaPA Board.

Creative Sageing Award selection group and Unsung UURMaPA Award

- Responded to CSA recommendations from UURMaPA members who were not selected; will retain suggestions in our files for subsequent years.
- Worked with Marni Harmony, Wendy Fish and Millie Rochester to complete certificates and arrange for video from Janne Eller-Isaacs (with help from her daughter Hannah).
- Announced both awards at the 7/10 Zoom event.
- Reached out to Marni and Wendy about serving for a third year on the CSA selection committee. They have both agreed to do so.
- Sent announcement article about both awards to Ann for the summer issue of Elderberries.
- Mailed certificates to Marni Harmony and Janne Eller-Isaacs.

Review financial accounts with the Treasurer

- I’ll be in touch with Richard

Organize peer support groups

- Drafted article for the summer Elderberries inviting members to indicate interest in joining a support group, either general or specialized focus. Included Fritz Hudson’s name and contact information.
- I received a Social Justice group leader’s name, which I’m still holding until others express interest in a group with that specific focus.
- I will continue to head up this effort until roles are formally clarified and I have thoroughly briefed Fritz.

- ***At the retreat I met with Fritz and passed along names I had received expressing interest in a Peer Support Group. I also sent him a list of group leaders and members (which may not be complete).***

Communication with UUA re “intent to retire” forms and lists

- Have received 9 new intent to retire forms from Emily Cherry. ***Still need to determine distribution plan going forward given changes in VP role vis-à-vis Peer Support Groups.***

Administrative Tasks

- Prepared a draft revision of the VP Job Description for review and discussion by the Board (attached to the transmittal e-mail for my April report).
- Proofed the summer newsletter for Ann.
- Met virtually with Susan and Fritz to outline plan and schedule for September Board retreat.
- ***Participated in the in-person Board Retreat Sept. 5-8.***
- ***Will proof the fall newsletter for Ann.***
- ***Will review and post revised Board job descriptions as I receive them.***
- ***Will review by-laws and propose revisions.***

New Member Welcome Event

- Forwarded the July 10 welcome event invitation with registration link to the entire membership in late June.
- With input from other Board members and Jon Claney, drafted and revised the schedule for the 7/10 virtual welcome event, invited and confirmed participants, sent them the registration link, and updated the schedule as Jon received videos.
- Participated in 7/10 virtual event (announcing award winners).

Conferences

- ***Volunteered to lead the closing worship for the Fall Conference. Consulted with Lynda Sutherland and Jon Claney about the format, outline and script for the service. Met with the Conference Planning Group to get their OK for the service content. Recruited Marni Harmony as a reader. Forwarded the script link to Jon.***

Secretary – Gloria Perez

I sent the approved Sept meeting minutes to Jaco for posting on the web site. My contribution to the Fall Conference was to volunteer to facilitate in the small groups. For the first day, there was another volunteer facilitator for the group, so she handled it. The second day, I had to leave the group early. The last day, I completely spaced out the timing, so I missed the group completely. I feel that I was remiss in carrying out my job. I was honored to have participated in the Service of Remembrance. I have a new respect for those who pre-record their segments.

I will not be able to attend the November meeting. My partner needs me to attend an important dr’s appointment which will take a big part of the day, including our meeting time. Since it is my turn to offer the reading, I do have one to offer, if you would like to use it.

Treasurer – Richard Speck

I fell behind in getting out last month’s report for August. So I did it and September’s as well. They are attached in both Excel and PDF. (See below.)

Connections Chair – Fritz Hudson

UURMaPA: Report to Board of Directors

Connections Chair Fritz Hudson – October 19, 2023

Board Delegated Activity

1. New Member On-Boarding

- a. UUA Staff) Emily Cherry and I have had an initial conversation concerning their current procedures for distributing new retiree information to UUA Staff and UURMaPA.
- b. Membership Coordinator Patt Herdkkiotz and I have had initial conversation about their current procedures for inputting UUA retiree information to our Mailing List and Directories
- c. I request Board Member and Board-Appointees information concerning their needs to receive UUA retiree information
- d. I propose present a proposal for distributing UUA retiree information to our November meeting

2. Prospective Retiree Contacts

- a. UUA Staff Emily Cherry informs me that they/she cannot provide UURMaPA information about Minister age or BIPOC self-identification.
- b. They/She referred me to Retirement Plan administrators for possible access to Minister age-related information.
- c. They/She believes that BIPOC self-identification information is not accessible from the UUA.

Connections Activity

1. Area Connectors.

- a. As of July 1, our Website Directories showed Area Coordinators in 24 of 33 Areas. I sent emails to those 24 asking about their activity in the past year and their willingness to continue their service.
- b. I've received responses from 14
 - 7 reported activity and willingness to continue.
 - 7 reported limited activity and asked to be relieved
 - 10 have not responded to two inquiries

2. Support Groups

- a. As of July 1, Ned reported 7 possible on-going "general" groups + 2 special interest groups.
 - I determined that 2 of the groups were continuing with at least 7 active members
 - I emailed the convenors of the other 7 groups to ask whether they're still meeting, who are their members and whether they are open to new members.
 - 1 responded that their group never formed
 - 1 responded that she is no longer active in the group and referred me to another member for answers to my query
 - 1 general group and the 2 special interest groups responded that their group will continue and would welcome new members
 - 2 convenors have not responded
- b.. As of July 1, Ned reported 6 names of persons who'd expressed interest in joining a group. I emailed each to determine if their interest continued
 - 4 responded that they had formed a group and would consider whether to welcome new members
 - 2 responded that they were no longer interested in joining a group

Connections Assistant – Joy Atkinson

Since our last Board meeting in August, I have sent brief death notices to the membership for the following ministers: the Revs. John Weston, Betty Pingle, Lewis Dunlap and Susan Weikum, and the following partners: Karen Muir, Martha Pohl, Barry Strejcek, Treva Frank and Ann Clarke. They will be missed. Many of their full obituaries have been posted on the website.

I had written an article for Elderberries encouraging members to write their own obituaries, and passed it by our obituary editors Jay Atkinson and Eleanor Richardson. I also contacted Jaco Ten Hove asking where the obits that members have already submitted are stored and whether the obituary editors have access to them. Jaco referred me to Duane Fickeisen, because he did not know himself exactly where they are on the website and how they are accessed or by whom. Duane gave me a brief history of what he knew about this. He said that there was never a process established for the safe storage of the self-written obits, nor was it clear how they could be accessed, by whom, and who to pass this access on to when personnel change.

I basically discovered that the idea of having members submit their own obits, or information they wanted included in their obits, never really got off the ground. Despite several notices encouraging members to do this, only a small handful ever did, and the obit editors did not have access to them. Jaco suggested, and I agree, that the Board might want to re-visit this issue in light of the fact that there were few who responded and there was no process for storing and retrieving the information for the creation of death notices and obituaries.

I would suggest that this be an item for a future Board meeting: should we create a system for members to submit self-written obituaries, how and where would the information be stored and passed on to new UURMaPA volunteers, and who should have access to the information? I will therefore hold off on submitting an article on this subject until we have had a chance to discuss it.

Liaison to UUA/UUMA – Wayne Arnason

Since we've last met I have followed up on assignments from the Retreat we held in September. I wrote to the president of the UUA Administrators about the needs of their retirees, and haven't received any response as yet. I sent some notes to you on my conversation with Joseph Santos Lyons of DRUUMM, and I corresponded with Michael Crumpler at UUA about scholarship for Finding Our Way Home. Michael has not yet responded.

As with several other members of this Board, I've mostly been busy with preparations for segments of the fall conference that I am responsible for. I'm hosting the Monday second session with the staff panel discussing our theme.

I will also host a conversational "commercial" during the conference with Roberta Finklestein and Linda Olson-Peebles introducing the UUMA Retirees Chapter. They have about seventy people signed up so far and will be convening a first zoom meeting for all interested on November 14 at 1 pm Eastern. I will be unable to attend that session because I'll be involved in a study session at Prairie Group, so I hope there will at least one other Board member who has signed up for the Retirees Chapter who can attend and report back to us at our November meeting about how it went. Speaking of Prairie Group, our normal November meeting would be on Nov. 16, and I will be unavailable for that, except perhaps as a listener on ear-buds, because I'll be in a car driving back from Prairie Group to St. Paul on that afternoon.

I have had two Good Offices interactions since we last met. One came from a referral from Ned, which I appreciated receiving. It was a third party seeking advice on behalf of a coaching client who is also a UU minister. The other conversation was in my capacity as a member of the Contract/Call Good Offices Team for UUMA, but it turned out to be a recent retiree who was tempted back into part-time service and needed some advice about contract issues for part-time work that she might consider extending beyond one year if they desire.



Treasurer's Report below...

Treasurer's Report - Oct. 2023	2023 Budget	Jan	Feb	March	April	May	June	July	Aug	Sept	2023 Total	Budget v. Actual
INCOME												
Member Donations	\$5,000.00	\$200.00	\$0.00	\$0.00	\$5,270.00	\$2,080.00	\$0.00	\$360.00	\$178.00	\$350.00	\$8,438.00	168.76%
Member Donations Paypal	\$8,300.00	\$939.12	\$20.00	\$20.00	\$1,551.71	\$1,722.63	\$206.89	\$20.00	\$316.58	\$20.00	\$4,816.93	58.04%
Memorial Gifts	\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Conference Fee Income Checks	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00	43.33%
Conference Fee Income Credit Cards	\$15,000.00	\$0.00	\$1,330.70	\$1,315.64	\$1,588.84	\$729.29	\$0.00	\$862.50	\$879.96	\$3,207.00	\$9,913.93	66.09%
GA Luncheon Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
UUMA Subsidy	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Scholarship Income	\$3,700.00	\$0.00	\$555.00	\$425.00	\$625.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,605.00	43.38%
Other Income	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00	\$500.00	\$0.00	\$505.00	252.50%
Total Regular Income	\$35,200.00	\$1,139.12	\$2,905.70	\$1,760.64	\$9,035.55	\$4,666.92	\$206.89	\$1,242.50	\$1,874.54	\$3,577.00	\$26,408.86	75.03%
EXPENSE												
On-Site Board Meetings												
Transportation	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$417.20	\$417.20	10.43%
Room and Board	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,453.00	\$0.00	\$4,453.00	222.65%
Hospitality	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$373.97	\$373.97	186.99%
Total Board Meetings	\$6,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,453.00	\$791.17	\$5,244.17	84.58%
Conferences												
Attendee Fee Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Room and Board	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Speakers	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Music	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	250.00%
Technology Support	\$10,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
Hospitality	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Scholarships	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Misc.	\$100.00	\$0.00	\$0.00	\$0.00	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	125.00%
Total Conferences	\$11,800.00	\$0.00	\$5,000.00	\$0.00	\$125.00	\$500.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$10,625.00	90.04%
General Assembly												
Luncheon Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Transportation-President	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$873.78	\$0.00	\$445.34	\$0.00	\$0.00	\$1,319.12	329.78%
Transportation-Vice President	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Room and Board	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Technology Support	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GA Fees & Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
New Member Welcoming Gifts	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$719.72	\$0.00	\$719.72	71.97%
Total General Assembly	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$873.78	\$0.00	\$445.34	\$719.72	\$0.00	\$2,038.84	53.65%
Communications												
Elderberries Publication	\$5,000.00	\$0.00	\$0.00	\$1,248.07	\$0.00	\$0.00	\$1,263.15	\$0.00	\$0.00	\$1,747.66	\$4,258.88	85.18%
Fundraising Appeal	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,318.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,318.46	87.90%
Peer Support Groups (video calls)	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Website	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$971.64	\$971.64	485.82%
Zoom	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Database Management	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Communications	\$7,200.00	\$0.00	\$0.00	\$1,248.07	\$1,318.46	\$0.00	\$1,263.15	\$0.00	\$0.00	\$2,719.30	\$6,548.98	90.96%
Other Expenses												
Retirement Planning Seminar Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Saging & Unsung & Navias Awards	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Rainbow Project	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Postage	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$126.00	\$0.00	\$0.00	\$0.00	\$126.00	126.00%
Connections Network	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Memorial Gifts - UUMA and Others	\$3,000.00	\$0.00	\$700.00	\$900.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$2,600.00	86.67%
Donations to the Endowment	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
President's Expense	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Credit Card Processing Fees	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.78	\$0.00	\$2.78	0.40%
Bank Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Board Misc.	\$150.00	\$0.00	\$0.00	\$0.00	\$192.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$442.00	294.67%
Total Other Expenses	\$6,200.00	\$0.00	\$1,700.00	\$900.00	\$192.00	\$250.00	\$1,126.00	\$0.00	\$2.78	\$0.00	\$4,170.78	67.27%
Total Expense	\$35,200.00	\$0.00	\$6,700.00	\$2,148.07	\$1,635.46	\$1,623.78	\$7,389.15	\$445.34	\$5,175.50	\$3,510.47	\$28,627.77	81.33%
Profit/Loss	\$0.00	\$1,139.12	-\$3,794.30	-\$387.43	\$7,400.09	\$3,043.14	-\$7,182.26	\$797.16	-\$3,300.96	\$66.53	-\$2,218.91	
Ending Account Balance												
Endowment		79,758.20	\$84,540.04	\$82,102.12	\$84,512.62	\$84,512.62	\$83,242.74	\$86,327.75	\$86,066.88	\$86,066.88		
Money Market		\$19,232.85	\$19,233.59	\$19,234.41	\$19,235.20	\$19,236.02	\$19,236.81	\$19,237.63	\$19,238.45	\$19,239.24		
Checking		\$34,887.37	\$31,073.07	\$30,665.64	\$38,065.73	\$41,048.87	\$33,866.61	\$34,643.77	\$31,322.81	\$31,369.34		
Total		\$133,878.42	\$134,846.70	\$132,002.17	\$141,813.55	\$144,797.51	\$136,346.16	\$140,209.15	\$136,628.14	\$136,675.46		