

Unitarian Universalist Ministers and Partners Association

Zoom Board meeting on February 22, 2024

Attendees: Susan Rak, Ned Wight, Gloria Perez, Barbro Hansson, Fritz Hudson, Joy Atkinson, Wayne Arnason

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

Chalice lighting/Opening reading – "Susan Rak read "Our Souls Speak Spring" by Melissa Carvill Ziemer."

Reports: "Consent Agenda" accepted as submitted with one addition by Wayne to his report.

MATTERS FOR DISCUSSION

Conferences – Barbro

Spring Conference update

Sharon's comments with the panel were very inspiring. There will be a video promo for the conference. There are already a record number of registrations. Three items for discussion today:

- The possibility of creating an altogether separate page for Conferences on the UURMaPA web site.
- Empowering the Publicity Coordinator to send out e-blasts regarding publicity about Conferences relieving the membership coordinator of that responsibility.
- The possibility of offering residential scholarships for those attending conferences through a retreat center or POD.

Susan and Jaco will have some conversation about working with the web site. Richard will be empowered to work on publicity as he stays on with the conference planning team.

As the Board keeps in mind what we want our conferences to be and how we would like to encourage interest and engagement with them, a task force will be created to consider the scholarship idea. Members of the task force would include the conference coordinator, the current treasurer as well as the new treasurer, Barbra and Jaco ten Hove, and someone who has hosted a POD. We would like to develop a scholarship policy that should apply to all attendees, whether in person, at a Conference Center or POD, or virtually.

Susan will check in with Richard about what the Board's thoughts are regarding scholarships and will generate the task force who will then work on ideas to bring back to the Board.

Board Segment for the Spring Conference scheduled for 4pm eastern time on Monday April 15:

- The Board will have 25 minutes.
- Ned will host and give an introduction

- Fritz will update on the small groups and invite new groups
- Ned will invite suggestions for the Creative Sageing Award to be presented at the Fall Conference. (The Unsung UURMaPAN Award will be presented at the Welcoming Event in the summer)
- Wayne will give an update about the evolution of the Retired Ministers Chapter of the UUMA and how it relates to UURMaPA

Follow-up on business items:

Membership Director – Ann Marie Alderman will transition on July 1, 2024 to the Director role.

Membership Database System – no updates now

Conversations with colleagues of color – Wayne

No new conversations to reflect on. The Board agrees that it is important to continue with the outreach. We also want to continue the outreach to other UU professional organizations.

Approve job descriptions – Ned

The Board approved revised job descriptions for: At Large Member for UUMA/UUA Relations, Elderberries Editor, Historian, and Membership Coordinator.

Nominating Committee – Susan

The Board ratified the full slate of nominees for the terms of Secretary, Anne Marsh; Treasurer, Paul Johnson; Member At Large – Conferences, Barbro Hansson; Elderberries Editor, George Buchanan; Nominating Committee, Beth Miller; Nominating Committee, Barry Finkelstein. New terms begin July 1, 2024.

Respectfully submitted, Gloria Perez

REPORTS:

President – Susan Rak

Mostly working on Ingathering for the Conference.

Vice-president – Ned Wight

Here are items on my workplan 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 last year this was not a function of the UURMaPA Board.
- I sent out a notice from Don Plante regarding proposing a workshop for GA2024. Richard proposed “a panel presentation on easing into retirement for religious professionals. We could discuss what worked and didn't.” Wayne seconded this idea, writing, “It would be a step towards our stated interest in exploring how we might offer services or support to other religious professionals beyond ministers. I'd be able to offer some ideas for how to approach that.” The GA Theme is “Love Unites, Stories Ignite” and they're soliciting pre-recorded programs 90-minutes or less for on-demand access. Proposal deadline is January 12, 2024, and video submissions are due April 30. Here is a link to the full proposal guidelines: <https://www.uua.org/ga/program/contribute/proposing>

We should discuss.

- At our December meeting, we decided not to submit a proposal for a GA workshop.

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, although Fritz appears to be receiving forms from Emily.
- Received several new “intent to retire” forms from Emily.

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.
- Proofed the fall newsletter for Ann.
- Will review and post revised Board job descriptions that I have received before our February meeting.
- ***Postponed reviewing by-laws to concentrate on finishing job description review. Revised and/or reformatted five job descriptions to send to the Board for review and approval at the March meeting.***

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

- Offered 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.
- Led the closing worship, and participated in post-conference evaluation sessions.
- Stepped in to facilitate break-out groups during the fall conference.

Secretary – Gloria Perez

I did some catching up with Jaco about previously missing postings. I am up to date with postings. I responded to Terry about being a facilitator for a small group for the first and second day of the Spring Conference.

Treasurer – Richard Speck (Spread sheet follows the reports.)

Conference Coordinator – Barbro Hansson

**UURMaPA
Conference Liaison's Report to the Board
Thursday, March 21, 2024**

We are now less than four weeks away from the spring conference and our attention has turned to making sure all loose ends are tied up.

On behalf of the Planning Team, I bring two important issues to the Board meeting.

- First, would it be possible to create an altogether separate page for Conferences on the UURMaPA web site? It is way confusing to navigate Activities at the present.
- Second, to relieve the Membership Director of sending out so many E-Blasts on behalf of the Planning Team, could we empower the Publicity Coordinator to do that?

Spring 2024 Conference, April 15-17: "Emergent Elderhood: Service is Our Prayer."

This marks the 8th virtual conference since Covid imposed its lockdown in 2020. A record number of folks, more than 130, have already registered to attend. Yes, some of those registrants are guests, but even still, the number exceeds how many registrants we have for a spring conference. And we are not yet done with enticing and interesting publicity. There is no doubt that we are all getting better at connecting with UURMaPA members and creating appealing programming. Everything is shaping up quite well.

I look forward to the UURMaPA In the LOOP conversation at this meeting and seeing our program take shape.

Fall 2024 Conference, October 21, 22 and 23

As I mentioned before, Sonya Sukalski will step in to the Convener role and we are in transition already. At the next Planning Team meeting, we will spend some time brainstorming possible themes for the fall conference and asking who on the current Planning Team would like to continue. At the very end of the Spring Conference, I will thank the Planning Team and everyone and then announce the new convener. Sonya will be given some time to in turn greet everyone and announce the dates and theme for the fall 2024 conference.

Spring and Fall 2025 Conferences

The dates we have settled for are:

Spring Conference - April 21, 22 and 23

Fall Conference - October 20, 21 and 22

After the conclusion of the Spring 2024 Conference and completion of relevant reporting, my focus will turn toward sorting out the tasks of the Planning Team Convener in order to write up a new job description for the UURMaPA Board Conference Liaison. I will also work on getting all kinds of helpful resources up on the UURMaPA Google drive, where documents will be easy to access.

Respectfully submitted,

Barbro Hansson

*Connections Coordinator - Fritz Hudson
(New Information in Red)*

CONNECTIONS ACTIVITY

1. Area Connectors.

A. Areas with Active Connectors (to June 30)	8
<i>(I new: Paula Maiorano, JPD North)</i>	
Areas with Identified Prospective Connectors:	1 (Ballou-Channing)
Areas with Uncertain* Connector Activity:	7
Areas with Connector position Vacant	17

2. General-Interest Peer Support Groups

Total groups reported	11 (no change)
Total group participation reported	69 (no change)
UURMaPAns awaiting connection with a group:	0

3. Special-Interest Peer Support Groups Open to New Members

Ongoing Groups continuing: *Caregivers, Grief*

First Year Groups: *Spiritual Companionship* (considering whether they're open to New Members)

Proposed Invitations for Future Publication: *Single Ministers; Managing Depression; Living with Financial Constraints*

4. Peer Support Group Invitations

New UUA "Intent to Retire Notices" received: **0**

5. Experimental Activity: "Virtual Coffee Hour"

Sonya Sukalski & Sally White

* hosted "Virtual Coffee Hour 2" February 15. 20 Attended

* plan Coffee Hour #3: May 17

Connections Assistant – Joy Atkinson

Since the last Board meeting, I have sent one death notice to the membership, on the death of the Rev. Janne Eller-Isaacs. I just heard about the death of another colleague: the Rev. Rick Koyle. I will send a notice as soon as I receive information on Rick Koyle from the UUA.

I have submitted a revised job description for the Board position I hold for consideration at the March Board meeting, which includes a proposed title change for the position.

UUMA/UUA Liaison -Wayne Arnason

I too have been working on some elements of the Spring conference, but not attending the planning meetings.

I have devoted four or five hours to preparing a presentation on behalf of UURMaPA to the UUA's Pre-Retirement Seminar being held this week in Maryland. I will give you a verbal update on Thursday during my report time on how this went and what kinds of questions the incoming crop had about UURMaPA.

I am staying connected to the Retirees Chapter, and working with a small group exploring possible amendments to the Guidelines that most effect retirees. We're doing a presentation to the April Chapter meeting about these ideas, for those of you who plan to attend.

My ongoing Good Offices work with one retiree working on a covenant with her settled minister continued into February but has now concluded with no resolution. I will become involved again when the new settled minister arrives in this retiree's congregation.

Treasurer's Report follows below.

Income and Expenses 2024 - February	2024 Budget	Jan	Feb	2024 Total	Budget vs. Actual
INCOME					
Member Donations	\$9,000.00	\$150.00	\$0.00	\$150.00	1.67%
Member Donations Paypal	\$5,000.00	\$0.00	\$593.81	\$593.81	11.88%
Memorial Gifts	\$1,700.00	\$0.00	\$0.00	\$0.00	0.00%
Conference Fee Income Checks	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
Conference Fee Income Credit Cards	\$15,000.00	\$0.00	\$4,134.66	\$4,134.66	27.56%
GA Luncheon Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UUMA Subsidy	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
Scholarship Income	\$2,000.00	\$0.00	\$0.00	\$0.00	0.00%
Other Income	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
Total Regular Income	\$34,500.00	\$150.00	\$4,728.47	\$4,878.47	14.14%
EXPENSE					
On-Site Board Meetings					
Transportation	\$1,250.00	\$0.00	\$0.00	\$0.00	0.00%
Room and Board	\$4,500.00	\$0.00	\$0.00	\$0.00	0.00%
Hospitality	\$400.00	\$0.00	\$0.00	\$0.00	0.00%
Total Board Meetings	\$6,150.00	\$0.00	\$0.00	\$0.00	0.00%
Conferences					
Attendee Fee Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Room and Board	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Speakers	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
Music	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
Technology Support	\$12,000.00	\$0.00	\$0.00	\$0.00	0.00%
Hospitality	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Scholarships	\$400.00	\$0.00	\$0.00	\$0.00	0.00%
Misc.	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
Total Conferences	\$13,200.00	\$0.00	\$0.00	\$0.00	0.00%
General Assembly					
Luncheon Cost	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Transportation-President	\$0.00	\$0.00	\$0.00	\$0.00	
Transportation-Vice President	\$0.00	\$0.00	\$0.00	\$0.00	
Room and Board	\$0.00	\$0.00	\$0.00	\$0.00	
Technology Support	\$0.00	\$0.00	\$0.00	\$0.00	
GA Fees & Misc	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
New Member Welcoming Gifts	\$750.00	\$0.00	\$0.00	\$0.00	0.00%
Total General Assembly	\$750.00	\$0.00	\$0.00	\$0.00	0.00%
Communications					
Elderberries Publication	\$5,000.00	\$0.00	\$0.00	\$0.00	0.00%
Fundraising Appeal	\$1,400.00	\$0.00	\$0.00	\$0.00	0.00%
Peer Support Groups (video calls)	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
Website	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
Zoom	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
Database Management	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
Total Communications	\$8,700.00	\$0.00	\$0.00	\$0.00	0.00%
Other Expenses					
Retirement Planning Seminar Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Saging & Unsung & Navius Awards	\$1,000.00	\$0.00	\$500.00	\$500.00	50.00%

Rainbow Project	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
BLUU Donation	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
Finding Your Way Home Scholarship	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
Postage	\$150.00	\$0.00	\$0.00	\$0.00	0.00%
Connections Network	\$0.00	\$0.00	\$0.00	\$0.00	
Memorial Gifts - UUMA and Others	\$2,000.00	\$550.00	\$0.00	\$550.00	27.50%
Donations to the Endowment	\$0.00	\$0.00	\$0.00	\$0.00	
President's Expense	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
Credit Card Processing Fees	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
Bank Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
Board Misc.	\$100.00	\$0.00	\$0.00	\$0.00	
Total Other Expenses	\$5,700.00	\$550.00	\$500.00	\$1,050.00	18.42%
Total Expense	\$34,500.00	\$550.00	\$500.00	\$1,050.00	
Profit/Loss	\$0.00	-\$400.00	\$4,228.47	\$3,828.47	
Ending Account Balance					
Endowment		\$100,830.42	\$101,700.32		
Money Market		\$19,242.48	\$19,243.24		
Checking		\$17,390.82	\$21,619.29		
Total		\$137,463.72	\$142,562.85		
	2024 Budget	Jan	Feb	2024 Total	Budget vs. Actual