

Unitarian Universalist Ministers and Partners Association
Zoom Board meeting on February 15, 2024

Attendees: Susan Rak, Ned Wight, Gloria Perez, Richard Speck, Barbro Hansson, Fritz Hudson, Joy Atkinson.

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

Chalice lighting/Opening words – Barbro Hansson: “Questions About Angels” Billy Collins

Consent agenda accepted with the addition of a request to discuss the adding of updated job descriptions to each monthly meeting until they have all been confirmed.

MATTERS FOR DISCUSSION

Conferences – Barbro

Points discussed:

- The criteria for who is remembered in the Memory Service during a Conference. Our policy was clarified.
- The planning team requested that the schedule for the publications of Elderberries be adjusted to have them come out closer to the dates of a conference. **The Board approved the change as requested to become effective when the new Editor joins the Board.** Due dates for submission being February, May, August and November.
- The presenter for the Spring Conference, Sharon Welch, wants her theme presentation to be more of a conversation with a few people. She already has one person she would like to participate. The Board is thinking about others whom we could invite. *Barbro will report back to the Board as she learns more from Sharon about what she is looking for regarding participation in conversation with her.*
- Board segment of the Conference will be live; 30 minutes; highlight what we have been doing for the membership; announce new Board members; expressing gratitude for members completing their terms; Fritz pending matters with small groups, invitation to get involved with UURMaPA in addition to the Conferences; invitation for donations; some fun activity; report on new membership information data system.

Follow-up on business items

Susan will follow up on a person who is interested in the Membership Director position. She will also touch base with Patt about the progress on filling the position.

There are no updates to report on the new Membership Data base system

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Job description updates

The Board approved the job description for the Elderberries Editor including the change in the publication dates. We will commit to reviewing three job descriptions each meeting. To have the current job description listed first, Susan will put the date of the approval on the top of the updated job description followed by the chain of changes.

Ned will make edits and send the revised job description to Gloria to send to Jaco for posting on the web site.

Respectfully submitted, Gloria Perez

REPORTS

President – Susan Rak

As you all know, my family life has been busy in such a sad way since Mary's mother entered hospice care last month and then died on February 5th. So this report is brief.

Spring Conference: since our last meeting, I focused on recruiting Odyssey presenters—Anita Farber-Robinson will offer the Minister Odyssey and Joyce Gilbert will give the Partner Odyssey. In addition, I have been in touch with Spring Conference planners on working on the Ingathering worship, in partnership with Terry Ellen.

I have received no inquiries or responses from volunteers for the two vacant Board-appointed positions (Membership Coordinator and Historian). However, this was only posted in Elderberries, and I neglected to send it to "Announce" last month. I have since attempted to do so. If you know of any UURMaPAns who might be a good fit for either of these jobs, please advise.

On-line/Directory security: I did not proceed with changing the password after further consultation with Jaco ten Hove. The process for disseminating the new password would be too cumbersome for us. We decided to wait and see how the new membership database works and determine if there's a way to utilize that as a password-protected searchable resource. There are still details to be worked out either way. The solutions we keep coming up with aren't as simple as they seem.

From the Nominating Committee, here are the portions they have filled:

Board Treasurer, Paul Johnson

Board at large (conferences), Barbro Hanson, re-upping

Elderberries, George Buchanan

Nominating Committee, Beth Miller (chair), re-upping

Barry Finkelstein, running for his own first term

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Not yet filled: Board Secretary (Beth Miller notes: “That’s the not-so-good news. We have come up with several people to contact and hope to get it nailed down soon. However, it seems to be a difficult position to fill. Here’s who we are considering, in no particular order. Let me know if there are any objections to any of them: Diane Brown; Kathleen Ellis; Tracey Robinson-Harris; Janet Tillman; Allison Stephens; Judith Frediani.)

In addition to the above, Beth asked if the Board approved the Nominating Committee Revised Job Description. I am not sure we did. It does not differ from current practice but better reflects how things are done. So I am sending it along; please review it and we will do so at the February meeting.

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.

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Creative Sageing Award selection group and Unsung UURMaPAn 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.

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- ***Will review and post revised Board job descriptions that I have received before our February meeting.***
- ***Will review by-laws and propose revisions before our 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 sent the approved minutes of the Dec meeting for Jaco to post on the web site. I sent an email to Jacqueline Duhart and Cynthia Dodge on January 22. I did not receive a reply.

Treasurer – Richard Speck

January has been rather slow. I only wrote two checks and received two checks to deposit. With registration opening for the Spring Conference, people have been registering quickly in February, so I'll have more to report next time. I continue serving on the planning committee. I see by Susan's report that Paul Johnson has agreed to be the new treasurer in July. I will plan on working with him for a smooth transition.

UURMaPA Conference Liaison's Report to the Board – Barbro H.

At the most recent Planning Team meeting, I shared that I'm stepping down as Convener after we complete the work of the Spring Conference and that Sonya Sukalski will serve as Convener going forward. I suspect it will be a bit challenging to let go, but look very much forward to the opportunity to support Sonya as she takes on the role of Conference Convener.

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During my second term in the role of Conference Liaison on the UURMaPA Board, I hope to develop the archives for UURMaPA Conferences on Google Docs and make sure that useful resources are available to future Conference Conveners and Planning Teams.

Spring 2024 Conference, April 15-17: “Emergent Elderhood: Service is Our Prayer.” Plans are coming together quite well. Everyone on the Planning Team is working diligently on their respective tasks.

The crisis in the Middle East is very much on the minds of all of us on the Planning Team. What, if anything, can we do that is relevant, meaningful and appropriate. One of the questions raised at the most recent Planning Team meeting was about the idea that UURMaPA Board members would/could address the crisis in the “UURMaPA at Your Service” segment. And if so, would a Board member be willing to facilitate a Topic of Interest breakout group on that issue?

However, after the Planning Team meeting, I met with Sharon Welch on Zoom and in preparation for that meeting, I found a handout about Sharon from the UUA’s Tapestry of Faith: What We Choose: An Adult Program on Ethics for Unitarian Universalists. That handout led me to think Sharon would be a great person to reflect on the Israeli-Palestinian conflict as part of her theme presentation. She and I discussed that possibility, and she is willing, though I have not approached her about whether she would be willing to lead a Topic of Interest breakout group for those UURMaPAs who are interested in going deeper. Nor have I mentioned this to the Planning Team yet. I would love to get some feedback from UURMaPa Board members before I do anything more.

Sharon Welch is super enthusiastic about being theme presenter, though she has a different take on how she will present. In preparation for a meeting with Sharon, I watched a March 2021 program of the Church of the Larger Fellowship on YouTube where Sharon was the featured guest. It was a conversation with Meg Riley, Michael Tino, Dawn Fortune and Lori, CLF’s then-tech person. When in our conversation, it became clear to me that Sharon wants her theme presentation to be more of a conversation, I mentioned to her that I had watched that CLF program, and it all “clicked.” We are now reflection on who she can be in conversation with. One of them will hopefully be a student from her days at Harvard. I would very much like to hear any thoughts or ideas from UURMaPA Board members before I meet with Sharon again and before the next Planning Team meeting.

Richard Speck is in charge of working with Peter Mayer on plans for Tuesday’s “In Concert” session. Lilia Cuervo was honored and pleased to say, “Yes!” when invited to lead the Remembrance Service. Lynda Sutherland is recruiting four readers for the brief eulogies. The question has come up about who is honored in our remembrance services

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and who is not, primarily because of the death of Carlton Pearson of All Souls Tulsa. Do we hold to strictly UURMaPA members, as in retired UU ministers and partners?

Terry Ellen and Susan Rak will lead the Worshipful Ingathering and Terry is in full swing of recruiting facilitators for the Small Group Sessions. Roberta Finkelstein has put together a great list of Topics of Interest for breakout groups, along with recruiting the respective presenters/facilitators. There will be 8-10 topics offered for the choosing. I made the decision to try one of the ideas offered by Jeff Briere. He suggested that instead of using different individuals to welcome people back to each session, we have one overall Emcee. It's an experiment, and because this is my last conference as Convener, I've decided to be the Emcee.

Publicity is revving up, with Jeff Briere in charge. He is an excellent writer. The next piece will feature the odysseants, Joyce Gilbert and Anita Farber-Robertson. After that, I hope we'll be able to feature two different video recordings, one featuring Sharon Welch and one Peter Mayer. In addition, we will of course publicize the Topics of Interest and respective presenters/facilitators. And we of course will need the UURMaPA Board to present its segment, which is scheduled for Session II on Monday, April 15.

And finally, I bring a request from the Planning Team that the publication months for Elderberries and due dates for articles to be included be moved back by one month. The reason is that right now, the month of publication makes it challenging to get timely information into Elderberries. Instead of due dates for submission being January, April, July and October, could the due dates possibly be February, May, August and November?

Spring and Fall 2025 Conferences

I am hopeful that we'll have good dates set for the conferences to be held in 2025. Just waiting for confirmation from Jon Claney, Richard Speck, Sonya Sukalski and Keith Kron. The dates under consideration are: Spring Conference - April 21, 22 and Fall Conference - October 20, 21 and 22

I look forward to your thoughts about any and all of the above and any recommendations you might have, as our bi-annual conferences are programming offered by UURMaPA for its members.

Connections Coordinator – Fritz Hudson (New Information Bolded)

CONNECTIONS ACTIVITY

1. Area Connectors.

A. Areas with Active Connectors (to June 30)	7
Areas with Identified Prospective Connectors:	1
Areas with Uncertain* Connector Activity:	7
Areas with Connector position Vacant	18

(For Full Roster, see January Report).

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B. As reported in January, my proposed Connections Coordinator Description provides that *“The Connections Coordinator annually . . . (for Areas with no continuing Connector) send an All-Area-Member email soliciting interest in serving as Connector.*

Consultation with Richard Speck and Jon Claney concluded that our current Membership data system does not support extracting email addresses in Area batches.

I propose that soliciting interest in serving as Connector await our acquisition of a data system that supports extracting email addresses in Area batches

2. General-Interest Peer Support Groups

Total groups reported11 (no change)

Total group participation reported 69 (no change)

UURMaPAs 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 will host “Virtual Coffee Hour 2” February 15.

Connections Assistant – Joy Atkinson

Since the last Board meeting, I have sent death notices on the following colleagues: The Revs. Joel Baehr, Ronald Marcy, James Grant and Olivia Holmes. I also sent an announcement regarding the death of the Rev. Steve Protzman, who was not retired but was 65 (we send them for colleagues who are 65 or older and not yet UURMaPA members), and for the Rev. David Maynard, who was not a UURMaPA member (I forgot to check his UURMaPA status before sending). I have not heard of the deaths of any partners in several weeks.

Treasurer’s Report follows below.

Income and Expenses - February 2024				
	2024 Budget	Jan	2024 Total	Budget vs. Actual
INCOME				
Member Donations	\$9,000.00	\$150.00	\$150.00	1.67%
Member Donations Paypal	\$5,000.00	\$0.00	\$0.00	0.00%
Memorial Gifts	\$1,700.00	\$0.00	\$0.00	0.00%
Conference Fee Income Checks	\$300.00	\$0.00	\$0.00	0.00%
Conference Fee Income Credit Cards	\$15,000.00	\$0.00	\$0.00	0.00%
GA Luncheon Income	\$0.00	\$0.00	\$0.00	0.00%
UUMA Subsidy	\$1,000.00	\$0.00	\$0.00	0.00%
Scholarship Income	\$2,000.00	\$0.00	\$0.00	0.00%
Other Income	\$500.00	\$0.00	\$0.00	0.00%
Total Regular Income	\$34,500.00	\$150.00	\$150.00	0.43%
EXPENSE				
On-Site Board Meetings				
Transportation	\$1,250.00	\$0.00	\$0.00	0.00%
Room and Board	\$4,500.00	\$0.00	\$0.00	0.00%
Hospitality	\$400.00	\$0.00	\$0.00	0.00%
Total Board Meetings	\$6,150.00	\$0.00	\$0.00	0.00%
Conferences				
Attendee Fee Refunds	\$0.00	\$0.00	\$0.00	0.00%
Room and Board	\$0.00	\$0.00	\$0.00	0.00%
Speakers	\$500.00	\$0.00	\$0.00	0.00%
Music	\$200.00	\$0.00	\$0.00	0.00%
Technology Support	\$12,000.00	\$0.00	\$0.00	0.00%
Hospitality	\$0.00	\$0.00	\$0.00	0.00%
Scholarships	\$400.00	\$0.00	\$0.00	0.00%
Misc.	\$100.00	\$0.00	\$0.00	0.00%
Total Conferences	\$13,200.00	\$0.00	\$0.00	0.00%
General Assembly				
Luncheon Cost	\$0.00	\$0.00	\$0.00	0.00%
Transportation-President	\$0.00	\$0.00	\$0.00	
Transportation-Vice President	\$0.00	\$0.00	\$0.00	
Room and Board	\$0.00	\$0.00	\$0.00	
Technology Support	\$0.00	\$0.00	\$0.00	
GA Fees & Misc	\$0.00	\$0.00	\$0.00	0.00%
New Member Welcoming Gifts	\$750.00	\$0.00	\$0.00	0.00%
Total General Assembly	\$750.00	\$0.00	\$0.00	0.00%
Communications				
Elderberries Publication	\$5,000.00	\$0.00	\$0.00	0.00%
Fundraising Appeal	\$1,400.00	\$0.00	\$0.00	0.00%
Peer Support Groups (video calls)	\$100.00	\$0.00	\$0.00	0.00%
Website	\$1,000.00	\$0.00	\$0.00	0.00%
Zoom	\$200.00	\$0.00	\$0.00	0.00%
Database Management	\$1,000.00	\$0.00	\$0.00	0.00%

Total Communications	\$8,700.00	\$0.00		\$0.00	0.00%
Other Expenses					
Retirement Planning Seminar Expense	\$0.00	\$0.00		\$0.00	0.00%
Saging & Unsung & Navius Awards	\$1,000.00	\$0.00		\$0.00	0.00%
Rainbow Project	\$1,000.00	\$0.00		\$0.00	0.00%
BLUU Donation	\$250.00	\$0.00		\$0.00	0.00%
Finding Your Way Home Scholarship	\$1,000.00	\$0.00		\$0.00	0.00%
Postage	\$150.00	\$0.00		\$0.00	0.00%
Connections Network	\$0.00	\$0.00		\$0.00	
Memorial Gifts - UUMA and Others	\$2,000.00	\$550.00		\$550.00	27.50%
Donations to the Endowment	\$0.00	\$0.00		\$0.00	
President's Expense	\$100.00	\$0.00		\$0.00	0.00%
Credit Card Processing Fees	\$100.00	\$0.00		\$0.00	0.00%
Bank Expenses	\$0.00	\$0.00		\$0.00	
Board Misc.	\$100.00	\$0.00		\$0.00	
Total Other Expenses	\$5,700.00	\$550.00		\$550.00	9.65%
Total Expense	\$34,500.00	\$550.00		\$550.00	
Profit/Loss	\$0.00	-\$400.00		-\$400.00	
Ending Account Balance					
Endowment		\$100,830.42			
Money Market		\$19,242.48			
Checking		\$17,390.82			
Total		\$137,463.72			