UUPCC Board Meeting
Friday, November 16, 2012
Minutes

Members Present: Roger Bertschausen, Kelly Crocker, George Davenport, Ann Gary, Beverly Moore, Cathy Perry, Diane Rollert, Gary Smith, Dick Van Duizend, Scott Prinster, Bruce Johnson, Executive Director Cathy Cordes

Members Absent: deForest Ralph

Also Present: Margot Fleischman

A meeting of the UUPCC Board was held by conference call on November 16, 2012. Chair Smith called the meeting to order at 12:03 pm.

Bertschausen (M), Moore (S)

Voted: To approve the minutes of the October 12, 2012 Board Meeting.

Treasurer's Report

Davenport reported that he sent his report via email. He noted that October was a good month – we were in the black, and much of the cash we brought in was unrestricted, as opposed to restricted. It looks like 2012 will come in close to what we forecast in our budget and perhaps even a little bit better.

Philippines Update

Cordes reported that the Philippines partners met by phone with Rebecca Sienes earlier this week. There has been a huge amount of support for the UUCP around the issue they are having with the departure of Nihal Attanayake, including support for resolving the issue and not letting the problems get compounded. ICUU has also been involved, and we are all very hopeful that things will settle down soon. The partner churches have all been very supportive and helpful, and their activities reflect partnership at its best. Rollert reported that she is working with Sienes and some other members in Dumaguete on developing an OWL project for adults and youth. Cordes encouraged Rollert to share this information with the Philippines partners; **Rollert will prepare a report on the progress of this project.**

Travel Committee Report

Ann Gary circulated a written report via email. She reported that the main thing that happened in the past month was that the Travel Committee met to review travel grant applications and awarded 4 travel grants of $500 each. The details about the four applications were included in her written report. The most interesting application was from Shoreline UU in Madison, CT, which is not yet partnered, although they have gotten involved with sponsoring a student. The trip includes the minister and a couple of seminarians, and since the Board has identified ministers and ministers-in-training as an important target audience, the Travel Committee was happy to support this application.

Smith asked what we ask of award recipients after they travel. Gary responded that the awardees are supposed to provide a report when they return; perhaps the Travel Committee should increase the emphasis on this and find ways to publicize these reports.

Gary added that the Travel Committee will report on the travel season surveys at the January Winter Board Meeting.

Cordes reported that the remaining balance in the Travel Grant Fund is $5850. We received

$1755 in contributions to this fund this year. Cordes, Gary, and John Dale are planning to meet either in person or virtually before he goes back to Transylvania this December.

Executive Director's Report/ GA Program Proposal

Cordes reported that she circulated her written report. She sent out the GA proposals – we will know in January if we got a workshop. The program for the January Conference in Bethesda is also coming together nicely. Cordes suggested that as we develop this program, we think of ways that it could be used again in the future.

Cordes is in the process of seeking a web designer for the UUPCC website. She requested that board members send her names of web designers.

Board Outreach Project

Gary reported that she and Cordes are planning to meet in person on November 29 to write up the report on this project and need to have received and reviewed all of the reports prior to that date.

UUA Retirement Plan

Smith reported that UUPCC is eligible to join the UUA Retirement program, and accepted a motion to do so.

Davenport (M), Bertschausen (S)

Voted: That the UUPCC adopt the Unitarian Universalist Organizations' Retirement Plan; further that UUPCC agrees to become an Employer under the plan and will annually contribute 10% of wages earned by any employee that has been employed at least one year if that employee works at least 1000 hours each year.

UUA "Faith Without Borders" Program

Chair Smith explained that we have received a memo from Eric Cherry about this initiative. The document calls the international coalition to be proactive with their linkages together. This is an interesting document; and while there are deadlines coming up soon that we will not be able to meet, there are some very worthwhile ideas--some of which we are already working on. **Smith encouraged Board members who do not yet have an assignment to get involved in this project.**

2013 Winter Board Meeting

Smith noted that we would like to be able to start the meeting on Wednesday afternoon at the Mt. Vernon Church in Alexandria. He asked that Board members be sure to send Cordes their itineraries and their home-stay needs.

2013 Budget Preliminary Overview

Davenport made some general observations: Cordes created a forecast, and then she and Davenport reviewed the numbers in each category to make sure they were realistic and not just arithmetically correct. When you look at the bottom line, which is showing a $31,000 deficit, it is real. It bespeaks the need for us to amp up our fundraising because there are not very many places for us to cut costs.

Cordes gave an overview of things that we know are going to change: The total expense for 2011 and total expense for 2012 looks like it almost doubled. That is because we have incorporated the Travel Program into our budget (we will no longer have a separate budget for Travel as in the

past). From 2011 to 2012, we are showing a 9.5% increase in expenses – this is a hefty increase, so we will have some tough decisions to make about how to deal with it. The budget calls for 0% increase in personnel, although that could be changed. We are looking at about 4.5% increase in income, but that still leaves us with a 5% deficit.

One of the drivers is that starting this year, for all trips, we are going to accept credit cards. In order to do that, we are going to add the credit card charge to the cost of the trips, and then offer a discount for those who pay cash. The decision to do that was made in the last few months, and a lot of next year's trips had already been built, so we are going to have to absorb that cost for most of the year.

Also, we need a stipend position for a media person who can keep the webpage updated and the content fresh and who can help us with posting on our Facebook page, doing outreach media in a better way, not advertising like we had done in the past in the *UU World* magazine.. We have not been getting direct results from traditional print-based advertising, so we are moving to web and social media. We have built $5000 into the budget for this.

We have had a 10% increase in office supplies, and we need a new computer; insurance is going up 11%; transfers budget is going up because we are doing more transfers to more countries; Board travel expenses are also going up.

We will have an evening phone call to review the budget line-by-line; **tentative date for the Board Budget Call is December 4, but Cordes will send a Meeting Wizard message to the Board to help finalize the schedule for this call.**

Annual Appeal

Smith encouraged all Board members to make their Annual Appeal donation by mid-December so that we can have 100% participation by the time we send our annual email reminder to the membership.

Cornish Award

Nominations are due in January, and we usually hear who has been chosen at the Winter Board meting. Board members should get nominations in as soon as possible.

Next Meeting

Tuesday, December 18, 2012, noon Eastern Time.

Meeting adjourned 12:52 pm.

Beverly D. Moore, Secretary

Approved by the Board January 16, 2013/bdm