

UUPCC Board Meeting
Friday, September 14, 2012
Minutes

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

Members Absent: George Davenport, Cathy Perry

Also Present: Margot Fleischman

A meeting of the UUPCC Board was held by conference call on September 14, 2012. Chair Smith called the meeting to order at 12:04 pm.

Minutes

Moore explained that after last month's meeting, there were several more edits proposed for the minutes of the Board meeting from June 24, so she would like the Board to re-approve them as amended.

Voted: To approve the minutes of June 21 as amended.
Van Duizend (M), Bertschausen(S)

Voted: To approve the minutes of the August 24, 2012 board meeting as presented?
Rollert (M), Van Duizend (S)

Financial Report

Cordes reported. Although Davenport was not able to be on the call today, he sent out the financial report, which states that during the month of August, UUPCC's cash increased by \$24,883.98 (347,540 on 8/31/12 vs \$322,732.81 on 7/30/12). \$13,146 of this increase in cash is restricted to specific projects. Restricted Accounts increased from \$154,547 on 7/30/12 to \$167,693 on 8/31/12. This means that as of the end of August, UUPCC has an unrestricted cash balance of \$179,847. Cordes remarked that the UUPCC finances are in good shape.

Ralph asked about the Minister's Endowment fund, the Bell Ringer's Fund, and the accounting line for the schools. Cordes responded that the Minister's Endowment was established several years ago to support retired ministers and their widows in Transylvania, and that our bookkeeper has begun incorporating it into our reports; the Bell Ringer's Fund has a small balance that could be transferred to another account in the future should the Board decide there was an appropriate use for it; like all the #3000 accounts, the money in the schools line item are restricted funds that have been collected for a specific purpose and that can roll over from year to year.

Travel Committee Report

Gary reported that the travel surveys are out for all trips with the exception of the March Philippines trip. The results are overwhelmingly positive. The final Transylvania trips of the season are the ICUUW related trips coming up in September/October. She has not yet received a lot of feedback from her survey of the ministers who received visits.

Gary further reported that a decision has been made by the Travel Committee to increase the costs of all trips by \$35 to cover the cost of accepting credit cards, and to offer a 3% discount for those paying by check. This policy keeps us in compliance with the laws regarding discounts for cash/check that are allowable in Massachusetts.

MOU with the UUA

Smith reported that the MOU with the UUA has been signed. He and Cordes had an excellent meeting with UUA President Morales who expressed a lot of support for UUPCC's international work.

20 Year Celebration Plans

Cordes reported that Linda Lu Burciaga, who was going to lead the planning committee, is no longer able to do so, so we need to find someone else to be the Chair. Crocker has agreed to be Board liaison to this group. In the meanwhile, we have begun to put together some ideas to share with the membership, including a great newsletter article in the upcoming *Partner Church News* about creating archives of partnership, written by Bedford's own Dot Bergin.

The main kick-off for the 20 year celebration will be a Mini-Conference that we are planning as an add-on to the Winter Board meeting in January, 2013. The Board meeting will be in Alexandria, VA from January 16-18 and the River Road congregation in Bethesda, MD has agreed to host the conference on January 19. We will program workshops, worship, etc. in their space. Cordes outlined the initial plans for the Mini-Conference in her written report. Workshops will probably center on Community Capacity Building process, our Economic Fairness and Awareness guidelines, and sustaining partnerships into the future. **Van Duizend volunteered to ask someone from his congregation to participate in the Sustaining Partnerships workshop.**

Cordes explained that if this kind of regional meeting is successful enough to repeat, we might consider whether it could in future years take the place of our Annual Meeting.

Board members should make their travel arrangements as soon as possible and plan to stay through the conference on Saturday if possible. **Board members who cannot attend the meeting and/or the conference should contact Cordes immediately.**

We will send an announcement about the mini-conference to addresses in the Northeast region. Since our capacity is probably only 100 participants maximum, it probably would not be advisable to publicize it too extensively. We will be charging a modest registration fee of about \$30 to cover meals. In order to have good event management, we will need to pay someone to do the organizing. Our part-time billing assistant, Dawn La France-Linden, has agreed to take on this responsibility. As this was not in the budget, Cordes asked the Board for approval to spend funds for this project.

**Voted, to allocate up to \$3000 for event planning for the UUPCC Mini-Conference in January, 2103
(M) Ralph (S) Gary**

Looking forward to the 20 year celebration at GA, Smith reported that UUA Moderator Ginny Courter has graciously agreed to allow the UUPCC to present a short video at a GA plenary session in Louisville. The establishment of an Endowment Fund will also be part of the 20 year celebration, and Smith asked that if Board members know of a lawyer who might like help with this *pro bono*, they should contact Cordes with that information.

Smith acknowledged and thanked Van Duizend, Crocker, and Prinster for stepping up to work on various projects, and further noted that Van Duizend is leaving shortly for India where he will represent the UUPCC at the 125th anniversary of the UUNEI.

Board Travel

Van Duizend remarked that he is looking forward to his trip to India. As part of his visit, he will be participating in the renegotiation of the MOU that governs the UUPCC relationship with the AMB Children's Village. There are many issues that need to be clarified, including whether the main financial support will continue to come from the US and what improvements can be made in financial reporting.

Board Priorities

Gary reported that she and Cordes are still in the planning stages for the Board outreach to partnered congregations. Gary suggested that Board members re-familiarize themselves with the partnership handbook, particularly the Economic Fairness and Awareness guidelines, to facilitate this. **Cordes will email a pdf of the guidelines to the Board.**

By the end of next week, each Board member will receive an email with the names of one partnership that is thriving and one that is struggling, along with contact information for each, so that Board members can do outreach during the month of October. A script for both scenarios will be provided, so that Board members can easily document their conversations and report back by November 1. Ultimately the plan is to discuss this exercise at our Winter Board meeting, with hopes of being able to consider developing new guidelines for partnership sometime in March 2013.

Gary asked Fleischman to report on the results of the special membership renewal mailing sent to prior year's travelers. Fleischman noted that these letters have only recently gone out and that we have received only a few responses so far, not enough yet to quantify the success of the effort. In any event, the Office will continue to target travelers with the special letter every time we send out membership renewals throughout the year.

Executive Director's Report

Cordes noted that she circulated her written report to Board members in advance of the meeting. She highlighted the continued commitment to the Uganda school partnership on the part of the Consortium. ICUU is going to Kenya as a follow-up to the May meeting, and on their way there, they will stop in Uganda to do their site visit. They have asked for someone from UUPCC to attend, and we will have to determine if there is someone from the Board available to go.

Cordes reported that Van Duizend's church conducted a 6-week program on partnership with their youth this summer, which was very successful. Van Duizend shared that the program was very exciting and resulted in the highest ever summer RE attendance; after each week's exercise a report was made to the entire congregation, which helped spread partnership information to the wider community. The summer program also resulted in the creation of partnership books that will be shared with their two partners; also, funds were raised by the RE kids to purchase a camera for their India partners to facilitate future communication. UUPCC is looking to share this model with other congregations; **Crocker volunteered to work on generalizing this program so that it can be used by religious educators in other member congregations.**

Regarding the situation in Philippines, Cordes noted that Rebecca Seines is working closely with Fred Muir and Eric Cherry, and is keeping in touch with Lee Boeke Burke as well. Dick Ford happened to be in the Philippines and also visited with Rebecca. He reported that she has found someone to take over some of the tasks that Nihal had previously done.

Ralph inquired if the UUPCC has ever conducted an outside audit; Cordes and Smith noted that there would be a cost for hiring an auditor, but that it could certainly be considered by the Board.

The Office is moving ahead with the Annual Appeal, which will go out next month. Smith is writing the appeal letter, and would like to be able to say that we have 100% participation from the Board. Board members are therefore encouraged to participate promptly in the Annual Appeal.

Next meeting October 12, 2012. Meeting adjourned 12:57 pm.

Beverly D. Moore, Secretary

Approved by the Board on Oct. 12, 2012/bdm