

UUPCC Board Meeting
Friday, April 12, 2013
Minutes Approved May 10, 2013

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

Members Absent: Ann Gary, Bruce Johnson

A meeting of the UUPCC Board was held by conference call on April 12, 2013. Chair Smith called the meeting to order at 12:05 pm.

Bertschausen (M), Seconded

Voted: To approve the minutes of the March 22, 2013 meeting.

Executive Director's Report

Cordes distributed a written report. Rev. Peter Morales will be sending a letter to congregations and Cordes will follow up. We are targeting specific churches and sending them a packet including a one-page profile of an overseas congregation seeking a partner. We will accommodate them if they want a different country. We are really excited about his New Partners project. **Cordes will distribute the list of US churches to the Board in case they have any contacts at those congregations.**

Cordes reported on the draft document regarding the effort to maintain strong partnerships when there is a ministerial transition. With both transitions and New Partners initiatives, it would be helpful to have a ministry team for both – identify four or five people (not necessarily ministers) to provide support with new partnerships and for partners who are undergoing transitions. Board members are encouraged to look to their networks and congregations for people who would be good in this role.

The CCB workshop with UUNEI women is going to be a very exciting project. We have found that when we get women involved with CCB, things happen! They really take off, because the women find their voices and their leadership capacity. Eileen Higgins will be taking the lead on this project.

Finally, Cordes reported that Dawn LaFrance-Linden, who has been our data-entry and office support person, will be leaving us, but we are happy to report that Nancy Daugherty has agreed to take on this role. She will also be able to do some of the website work, which will help us get online faster.

Smith congratulated Cordes on a great month full of activities that address our strategic goals.

Treasurer's Report

Davenport circulated a written report yesterday. Cash flow looks pretty good. Revenue appears to be down for the quarter. This is an artifact of the budget component of Quickbooks, which annualizes our income; but in reality money does not come in that way. We have an ebb and flow with more travel revenue coming in the first of the year and the annual appeal late in the year.

20th Anniversary Celebrations

Crocker reported that Cordes has found a bakery that can do a red velvet cake for \$70 with whatever we want on it. We will have past presidents at the celebration to read remarks prepared by founders who cannot be present. The Founders will be sending pictures. We are working on the program and timing for the event. We are thinking about decorations that will make the room more festive for the occasion, perhaps balloons and a “Happy Birthday” banner. Please send suggestions.

Cordes noted that last year, we invited ministerial students to fill some extra seats we had at lunch. Do we want to formalize this by approaching ministerial students in advance? Smith will be at two Ministerial Fellowship events and would be happy to make an announcement about lunch tickets for new ministers and ministerial students; he can offer tickets on a first come basis. **Smith will invite First Unitarian Louisville’s new minister and 9 others.**

Travel Committee

Cordes reported that the Travel Grant Committee awarded four travel grants: two \$500 awards and two for \$250, which will go to two congregations who share a partner minister who will be visiting them.

Progress Reports on Goals/Priorities

New partners and transitions goals are in Cordes’ report. Moore reported that the Membership Committee has started brainstorming.

Nomination Committee

Bertschausen reported that Crocker will be replacing him on the Nominating Committee, but we will need a replacement for Barbara Pescan who has resigned from the Nominating Committee before the end of her term. For the Board, we have two nominees: Eileen Higgins and Rev. Jennifer Emrich. Eileen has been very active with CCB and Jennifer has been involved with the Partner Church Committee at Yarmouth. Her particular emphasis is on involving youth.

(M), Bertschausen, (S) Moore.

Voted: To appoint Rev. Harold Babcock to the UUPCC Nominating Committee for a term to June 2014.

Winter Board Meeting 2014

We made some inquiries about having the Winter Board meeting in Dallas. This turned out not to be practical –Bedford would be very easy to pull off, and it is also a great location for bringing together the almost 50 churches that have partners in this area. A Saturday conference should be well attended. The dates will be January 15 to 18, 2014.

Sustaining Stewards Awards

Nominees for the 2013 Steward Awards are: Dean McKennon, Swampscott; Elaine Gerard Climo, Castine ME; Polly Gould, Norwich VT; John Schaibly, San Diego; Michael Fosberg, Newburyport MA, and Carol Findling, Louisville KY.

The Board voted by acclamation to award six Steward Awards to the slate of nominees.

GA Planning

Cordes asked Board members to keep her apprised of their plans to attend GA in Louisville. Video for Plenary: we are going to make video segments of a few individuals, talking about why partnership matters to them, what has been personal to them in terms of partnerships. We have sent out invitations to an assortment of Partner Church people. This will include both ministers and lay people

Next Meeting

Cordes will invite incoming board members to participate in the May Board call.

Future meeting dates:

May 10

June at GA in Louisville

No meeting in July

August 9

September 13

October 11

November 15

Dec / Jan Bedford MA Jan 15 to 18, 2014

Meeting adjourned 12:45 pm.

Transcribed by Margot Fleishman

Submitted by Beverly Moore, Secretary

ATTACHMENTS

Treasurer's Report First Quarter

One only needs to look at cash portion of the balance sheet to get a glimpse of how we are doing in 2013.

Between 12/31/12 and 3/30/13, the UUPCC's FREE (Unrestricted) CASH increased by \$30,835, from 172k at year-end last year to 203k on March 30, 2013.

With such an increase in Unrestricted Cash, it makes sense that our books indicate 1st Qtr Net Income (aka gain, profit or surplus) of \$39,961 for the quarter.

This compares well with that predicted by our budget, recognizing that some of our budget's month-to-month category totals are skewed because they annualize certain expenses that only occur once or twice per year. For example, our annual appeal results for the first qtr are one-third of what our budget "expected", but that is because the budget takes our annual expectation and spreads it evenly across all twelve months. Most of the annual appeal comes in during the 4th quarter, but the budget figures displayed the attached expect an equal amount each month.

This is why I am not disturbed by the fact that we only booked 3k of annual appeal in the 1st Qtr even though the budget as presented expected 9k.

In short, UUPCC is in good shape and HQ has their hands tight on the tiller.

Executive Director Report, Cathy Cordes
March – April 2013

Progress report on UUPCC Goals:

1. Increase the number of partnerships.

Generate short list of individual congregations in NA - ripe for partnership with Eric Cherry
Action: Eric Cherry and I identified 10 US churches that we think have a good potential for partnership. We have in hand 10 overseas churches that are looking for partners (there are more churches on the list but they have not sent the required application.)

We are finalizing a letter that will invite these churches to explore partnership. I will then phone each of these churches and talk about strategy and which country they want to partner with. See Profiles of churches looking for partners that I sent to the Board April 9. If you have suggestions of churches in the US and Canada that we might contact, please let me know.

NEXT STEPS: Follow-up once letters are sent. Put together a “ministry team” to support new partners.

Seminarian Travel (LT) and institutionalizing education about Partnership at seminaries and more!

Action: Lee Barker is going to Transylvania later this month to hopefully set up exchange program for Meadville seminarians to go to the seminary there for 2-3 week residency. I have been working with Lee on his schedule. Will report back next month.

2. Retain and revitalize congregational partnerships

Best practices for interim ministers – Gary has enlisted the support of David Keyes in working on a partnership guide for interim ministers.

Develop a process to support ministerial transition process for when a key leader moves (here and there) See draft of Transitions doc that I sent April 10.

NEXT STEPS: Send draft to churches currently in transitions and ask them to comment and add their advice to it. Send to headquarters in Transylvania and encourage them to develop a similar document for their churches. Arrange with the UUA and with Transylvania to notify us when ministers change churches.

Community Capacity Building

Last week I participated in a call between Seng Kynthei (The Women’s Wing of the UU Northeast India) and ICUUW (International Convocation of UU Women) Seng K would like to begin an initiative of mobilizing women of the UUNEI to become community leaders in the areas of women’s health, education, emotional and physical safety for women, and economic opportunities for women.

I offered the services of UUPCC to help with some training for this work and agreed to contact Eileen Higgins to see if she would be willing to take the lead. Eileen is excited about this work and agreed to be of service to them. She has offered to do several sessions of support work via Skype and to do in-person training in October 2014. We still have money available in the CCB restricted fund and some of this money will be used to support this initiative. This is a fabulous opportunity for collaborative work that could be very effective in India. It will also be a good

way to involve partners for the villages that them.

Targeted Travel marketing effort to Congregations who have not traveled recently.
Letter being developed. (Ann Gary/John Dale) List of churches identified.
NEXT STEPS: Send letter. Waiting on final draft of letter.

3. Infrastructure and Leadership

Enhance Brand Electronic Presence – Website

New design and prototype completed. Training scheduled for April 26. Revising content. New content will be added once training is completed. Scheduled launch date has been moved to end of May.

Id/detail leadership opportunities -e.g. incorporation onto board committees

The “ministry teams” for new partners and for partners with ministerial transitions will be a great opportunity to identify new people to become involved in UUPCC work.

Other activity this month

Awards – Nominees for the Steward Awards are: Dean McKennon, Swampscott; Elaine Gerard Climo, Castine ME; Polly Gould, Norwich VT; John Schaibly, San Diego; & Michael Fosberg, Newburyport MA.

A M Barr Children’s Village budget clarification – Work continues on the budget. Reporting has been successful. It has pointed out some discrepancies in the budget and I am working with the Steering Committee there to resolve the differences.

Prep for GA and Annual Meeting continue. See the agenda for GA programs, meetings etc.

Working with Mariott to make arrangements for our Annual lunch meeting.

Diane is working on the order of service for our Worship service on Thursday afternoon 1:45 – 3:15

Kelly is working with John Gibbons and Harold Babcock on the program for the 20-year celebration at our annual meeting Friday 12 noon to 1:45 pm

Update on Building Fund: Wayne Clark has agreed to incorporate this idea into the consulting advice for congregations doing capital campaigns. This could eventually be a huge support for UUs in other countries where the US dollar buys a lot more construction than it does here.

Winter meeting: First Parish in Bedford MA will be the site of the 2014 winter board meeting.

We will once again offer the one-day conference on Saturday. With almost 50 partner churches in driving distance we feel the odds of getting a good crowd is pretty good. And I have it on good authority there will be no snow that week. ☺

Dawn LaFrance has informed us that she is leaving at the end of this month. She has been our data and billing person. She really loves the work and loves the mission of UUPCC and will miss us – and we will miss her. A search is underway for her replacement.

Kelly Crocker’s GA 20 year planning

Agenda for 20th Birthday Celebration (all this begins after lunch, of course)

1. Annual Meetings (officers, bylaw amendment to establish endowment)
2. Video (5 mins)
3. Cornish Award to David Keyes (20 mins)
4. Stewards of Partnership (10 mins)
5. Celebration of 20 years
 - a. Recognition of past 20 years – Gary, maybe you would say something?
 - b. Acknowledgement of the past (and current) presidents
 - c. Sharing of stories from the Founders – with founders and past presidents reading stories or abridged sections (Harold is checking with past presidents to make sure they are willing to do this – I already signed up Gary and Dick J)
 - i. Do we want to give something like certificates to founders here?
 - d. Cake! (and the passing out of the booklets)