

**UUPCC Board Meeting  
Friday, November 14, 2014  
Minutes**

**Members Present:** Roger Bertschusen, Kelly Crocker, Carol Cook, Jennifer Emrich, Ann Gary, Rick Irwin, Melody Moberg, Beverly Moore, Eileen Higgins, Gary Smith, Executive Director Cathy Cordes

**Also present:** Sarah Ascher, Chair of Youth Initiative program

**Members Absent:** Eric Cherry, Diane Rollert

A meeting of the UUPCC Board was held by Zoom video conferencing service on November 14, 2014. Chair Smith called the meeting to order at 12:05 pm.

**The minutes of the October meeting were approved as submitted.**

**Treasurer's Report**

Irwin reported that he has reviewed the unrestricted revenues and expenses with Cordes. Our expenses are about \$365,000 YTD, income at about 322,000, with \$43,000 net loss. In the context of the budget, we had a provision for \$76,000 to be used from reserves to meet any shortfall. It seems reasonable to expect that the use of reserves will come in somewhat less than budgeted. None of the line items are coming exactly as expected, with some higher and some lower. For example, the mission initiatives expenses are below expected, since these programs are taking longer than expected to get up and running. Irwin has not looked at the Restricted Expenses, as they balance themselves out.

Cordes noted that every year, we end in the black, but definitely not this year. We have accomplished a lot, so we had to spend money to do what we are doing, and the Board authorized us to do that.

**Executive Director's Report**

Cordes reported that Lyssa Anderson is no longer with us, so Cordes is again looking for someone interested in a 20-hour/week position. Regarding General Assembly, due to a change of policy we are no longer allowed to share booth space with the international coalition. Cordes has proposed to the international group that we get approval from our groups to go to the GA Planning Committee to find a way to resolve this so that we can pay for our booths separately but still be grouped together. Cordes has also submitted a proposal for our worship service, which will be coordinated by Rollert.

Cordes reported that Laurel Amabile is doing a great job with our fund raising efforts. We will have a presence for #GivingTuesday, which is the day after "Cyber

Monday". You will see this all over our on-line presence. We are also looking to use Faithify, the UU crowdsourcing platform, for one or more of our programs.

Cordes reported that both the India and the Philippines trips have enough registrations and are going. In India, the UUNEI will be launching a White Ribbon Campaign to encourage men to pledge not to abuse women. This campaign will be coordinated through the Unitarian churches.

Budget development is coming up soon – there will be a separate budget meeting call, probably in the evening. The budget will be reviewed and approved by the Board at the Winter Board Meeting.

### **Chair's Report**

Smith reported on fundraising efforts. He has been contacting former donors to ask them to increase their gifts to create matching gifts. He and his wife Liz Smith had the great pleasure of helping with the Annual Appeal mailing at World HQ.

### **Youth Initiatives**

Chair Smith introduced Sarah Ascher who is chairing our Youth Initiative program. She reported that she is happy to be aboard and has a fabulous team. The Board has received a report from her with her action plan. The first step was to figure out what the global goal of the initiative is, which is to create models that others can pick up, and be able to implement similar to the Small Group model. The work ahead is to format a pilot program, work out the kinks, such as the technology and intercultural pieces; and then let the UU world run with it. The first step will be to focus primarily on the virtual Youth Group meetings, whereby youth from around the world will be able to interact in a structured way, followed by the English summer camps program, with a longer-term goal of an International UU Summer Camp. We have sent a letter to Rácz Norbi and Fülöp Julia to be our partners on the Transylvanian side.

Smith noted that when the Board concluded that we needed to be bold and proactive this is exactly the sort of thing we had in mind. This effort, along with the Start-Up initiative, gives us a lot to talk about with donors and potential donors.

### **Start-Up Program**

Bertschausen reported that he is very excited about where we are with the Start-Up program. We have the two pilot Start-Up Weekends ready to go with teams already assembled. Cordes is in the lead for the Sarasota group and is working to customize the presentation for that congregation. Both Savannah and Sarasota are extremely enthusiastic. Following the events, we will do follow-up with each of the congregations to find out how things went and incorporate their feedback into our on-going development of the Start-Up program.

### **Travel Committee**

Gary reported that the Travel Committee has reviewed and approved six travel grant applications. We have youth and young adults involved. People are going to

India and the Philippines. The Travel Committee agreed to finance \$2,750 in travel grants, which is more than we usually give in a particular cycle, but we have the money in the bank for this and felt spurred on by the Board to make sure we make travel opportunities widely available.

Gary also reported that the Travel Committee has revised the UUPCC trip cancellation policy, to make it a more standard policy in line with other UU groups like ICUU and Service Committee, as well as other non-UU travel programs. Previously, we had been trying to be fair and generous with our policy but got stung by some problems, including a couple of travelers who cancelled two days before a trip with unrealistic expectations about their refunds.

The new policy includes:

- Instructions to travelers not to purchase non-refundable airfare until trip has been confirmed, and to purchase travel insurance
- Payment due 70 days before the trip
- Cancellations received 60 days before the trip will result in refunds, less registration fee and any unrecoverable transportation costs (e.g. in-country plane tickets purchased by UUPCC)
- Cancellations 60-30 days prior to trip, 50% refund of the total payment
- Cancellations 30 days or less, no refund

**The Board approved the UUPCC Trip Cancellation Policy as submitted.**

Finally, Gary noted that there is an on-going mobility issue with our trips. The steps that we have taken to date have not been sufficient. One person who had the greatest limitations on a recent trip thought that she could do everything. So it is clear that we have a lot more work to do to adequately communicate the mobility issues of the places we travel. Gary noted that when we have a congregational trip, the trip leaders are often reluctant to tell their travelers they can't go.

### **International Coalition**

Former Board member Dick Van Duizend is acting as our liaison to the international groups and has circulated a written report.

### **Development**

Laurel Amabile reports that she has heard from many Board members regarding outreach, and Smith thanked the Board members for their efforts.

Smith noted that there had been some interest in organizing a house party in Concord, and Cordes and Amabile will work on putting an event together.

Cordes noted the Annual Appeal is coming in well. As always, we expect 100% participation from the Board. We have seen great results from the matching challenge. We have had quite a few people step up to the \$240 level. We have sent

out the letter, followed by posts on Facebook, the #GivingTuesday initiative. In December, there will be an email to everyone who has not yet given, posts on PCC-chat, with a final push right before Christmas and on December 31. Cordes is hopeful that we will exceed what we projected for the Appeal.

**Winter Board meeting**

Cordes reminded Board members that she has to hear from them about home stays and travel plans for the Winter Meeting in Bellevue.

**Next meeting: TBD**

**Meeting adjourned at 12: 40 pm.**

Submitted by Beverly D. Moore, Secretary

Approved by the Board December 17, 2015/bdm