

**UUPCC Board Meeting
Friday, October 3, 2014
Minutes**

Members Present: Roger Bertschhausen, Carol Cook, Kelly Crocker, Ann Gary, Eileen Higgins, Rick Irwin, Melody Moberg, Beverly Moore, Diane Rollert, Gary Smith, Executive Director Cathy Cordes

Members Absent: Jennifer Emrich, Eric Cherry

Also present: Program Administrator Lyssa Andersson

A meeting of the UUPCC Board was held by Zoom video conferencing service on October 3, 2014. Chair Smith called the meeting to order and welcomed new members Rick Irwin and Melody Moberg.

Minutes

The minutes for the September meeting were approved with corrections.

Treasurer's Report

Irwin reported that he and Cordes had reviewed the financial report. On the income statement, the total income was \$492,000 and \$533,000 with a net loss YTD of \$42,000. The budget anticipated \$72,000 from reserves, and second, the revenues in the 4th quarter should be higher than expenses. The work ahead for him will be to determine the reserves that might be needed.

Cordes noted that we did not have as good a travel season as we have had in the past. We had some late cancellations, so we will tighten up our cancellation policy even further. Also, we have our annual fund drive in October, November, and December and money comes in faster in those months. The people who are going on the India and Philippines trips will have to pay in this calendar year; that may also affect the books if the trips are well subscribed.

Executive Director's Report

Cordes will circulate a written report. One item not in this report is that Cordes and Catie Scudera had a great conversation with June Lester, the President of the UU Congregation of Atlanta about the possibility that they will take on sponsorship of the orphanage. The congregation is exploring the idea at the moment, and there are several people who have genuine interest. There is a good possibility that this could happen.

Cordes gave an update about the Youth Engagement and Start-up programs. Crocker, Moberg and Emrich have agreed to work on the Youth Engagement; Higgins and Bertschhausen have volunteered to lead on the Start-up Program.

Cordes reported that the IRS application has gone out in the mail – it can take up to nine months for them to respond.

Higgins did a fabulous job on the CCB materials. Cordes circulated a Powerpoint presentation about CCB; Higgins added she will send a Dropbox link to the exercises we are going to do during the orientation weekend. New partners should focus on the building blocks of partnership first, before they move into thinking about community development work, which is a tool for when they think their partnerships are up and running.

Cordes noted that Rollert, Cook and Lee Boeke Burke did excellent work developing the support materials for the Philippines trip and developing the itinerary. The Philippines trip is in February, and the India trip is in March. We really need to spread the word about them – Board members can refer to the website for details and itinerary.

Cordes, Irwin and Andersson did a full review of the budget. This discussion was recorded; any Board member is welcome to listen to it.

Plans for the Winter Board Meeting and Conference are under way. Board members need to send Cordes their requests for home stay and other needs. Cordes will circulate a tentative schedule to Board members.

Chair's Report

Chair Smith urged Board members to take a look at the packet that Laurel Amabile has sent out. Smith has already contacted some of the people on his list to thank them for their past support and to tell them about UUPCC's new initiatives; they seemed to be glad to talk to him.

Start-Up Program

Board members should have received the charges for the two task forces. Bertschausen reported on the Start-up weekend. Emrich, Higgins and he are working with Cordes on this initiative. Their goal is to have the materials ready by the end of the month. They are looking at two congregations to work with as pilots – Savannah and Tampa. He has spoken with both ministers and they are both enthusiastic about it. Bertschausen is confident that this can go forward in the winter. The idea is to have a menu of possibilities that can be customized to meet the needs of each congregation. If anyone else is interested in participating, please let Cordes know. Rollert is happy to help out, as needed. We need an adapted version of the workshop that Rollert gave at GA.

Youth Initiatives

Cordes reported that the charge statement captures most of what we are trying to accomplish with the Youth Initiatives. We are looking for a chair for this committee. Moberg is excited to work on the online discussion groups. The second phase of this will be getting information about which summer camps are looking for teens. With

people who are unfamiliar with Transylvanian culture and religion, there must be a clear understanding before they go. There has to be some prep work done with the chaperones in particular. The third initiative is to work with Csire Szabolc, who is currently the Balazs Scholar, on a different kind of camp. He is coming east right after Christmas at which time Emrich and Cordes will have a chance to meet with him on this subject.

Bertschausen (M), Gary (S)

Voted: To authorize three signers for Bank of America account: Gary Smith, Rick Irwin and Catherine Cordes

Travel Committee

Gary reported that the surveys are out to all travelers. We will have a report for the Board in January. If there is anything that comes up before then, we will let Cordes and John Dale know right away.

Regarding the cancellation policy update, Gary reached out to UUSC and ICUU to get more information on cancellation policies for other UU travel services. Going forward, we will notify people about the minimum number of travelers before they book their airfare. We are going to collect the full amount earlier in the process. We are going to implement a stronger across-the-board policy, make people click to accept this policy when they register, and immediately send an email travelers to confirm that they have received the cancellation policy language. Hopefully these changes will help us avoid the situation we had this travel season when a couple who cancelled two days before a trip had very unrealistic expectations and were very angry about their trip refund. Additionally, we had another mobility problem on a recent trip, despite the more rigorous registration process that asked specific questions regarding mobility. We are going to have to be more intentional about screening every registration for mobility issues.

Gary also noted that Cordes had a conversation in August with the Transylvanians about their emerging travel program. We should make sure there is a process in place to deal with integration and on-going dialog, recognizing that there are still limitations to their program. This is an area of future engagement. Finally, Gary noted that John Dale's mother is unwell and he is in the US, so Csilla ran the last two trips.

Philippines Update

Rollert circulated a written report on the Philippines. There have been efforts at helping the leadership there do better with the bureaucratic side, which has suffered since Nihal Attanayake left several years ago. The issue is around staffing, and they need someone who has his skills set. There is a lot of frustration on the US partners side about documentation and accountability, and there is the potential for a loss of trust regarding finances.

International Coalition

Former Board member Dick Van Duizend is representing us with the international coalition, and he circulated a report from the last conference call.

Development Calls

Cordes urged Board members to share their experience of making donor calls. She shared a very lovely call she had with an individual who is facing some family difficulties. It was not the appropriate moment to ask for a donation, but at the end of the conversation, the donor volunteered that she was going to support the UUPCC at a high level.

Bertschausen reported that one person he spoke to was very interested in the Start-up program, and that he will follow up with him as this initiative progresses. Smith noted that people seem to be very pleased to hear from a Board member; asking them to tell the story of how they got involved with the Partnership movement is a great place to start. You can always follow up. Even if we don't raise a lot of money, this will build our constituency.

Next meeting: November 14.

Meeting adjourned at 12: 44 PM.

Beverly Moore, Secretary

Approved by the Board November 14, 2015/bdm