



BOARD OF TRUSTEES
MEETING AGENDA
THURSDAY, APRIL 10, 2014

| | | |
|---------------|--|-------------------------------|
| 9:00 - 10:00 | Check in without Observers | |
| | | |
| 10:00 - 10:15 | Break | |
| | | |
| 10:15 - 10:45 | Opening Worship with Observers | Rob Eller-Issacs |
| | | |
| 10:45 - 11:00 | Approve Agenda, Read Promises/Covenant, Introduction of Speakers | Jim Key |
| | | |
| 11:00 - 12:00 | Update on Safe Congregations Report | Debra Haffner |
| | | |
| 12:00 - 1:00 | Lunch | |
| | | |
| 1:00 - 2:00 | Professional Boundaries Update | Natty Averett / Sarah Lammert |
| | | |
| 2:00 - 2:30 | MFC Competencies Report | Howard Dana |
| | | |
| 2:30 - 2:45 | Break | |
| | | |
| 2:45 - 3:00 | Moderator's Report | Jim Key |
| | | |
| 3:00 - 3:15 | Vice-Moderator's Report | Donna Harrison |
| | | |
| 3:15 - 3:30 | Secretary's Report | Susan Ritchie |
| | | |
| 3:30 - 4:00 | Youth and Young Adult Ministry Report | Carey McDonald |
| | | |
| 4:00 - 4:30 | Inclusion Working Group | Julian Sharp |
| | | |
| 4:30 - 5:00 | Emerging Congregations | James Snell / Terasa Cooley |
| | | |
| 5:00 - 5:15 | Process Observation | Julian Sharp |
| | | |
| 5:15 | Adjourn | |
| | | |
| 6:00 | Dinner at P&E | |
| | | |
| 7:30 | Vespers | Sarah Stewart |



BOARD OF TRUSTEES
MEETING AGENDA
FRIDAY, APRIL 11, 2014

| | | |
|---------------|--|--|
| 9:00 – 9:15 | Centering | Donna Harrison |
| | | |
| 9:15 – 10:30 | President's Report / Ends Interpretations | Peter Morales |
| | | |
| 10:30 – 10:45 | Break | |
| | | |
| 10:45 – 12:15 | Ends Interpretations / Monitoring Discussion | Staff / Eric Craymer |
| | | |
| 12:15 – 1:15 | Lunch | |
| | | |
| 1:15 – 3:00 | Finance Committee – Budget | Sarah Stewart / Tim Brennan / Larry Ladd |
| | | |
| 3:00 – 3:15 | Break | |
| | | |
| 3:15 – 4:30 | Finance Committee continued | Sarah Stewart / Tim Brennan / Larry Ladd |
| | | |
| 4:30 – 5:00 | Linkage Working Group | Susan Weaver |
| | | |
| 5:00 – 5:15 | Process Observation | Susan Ritchie |
| | | |
| 5:15 | Adjourn | |
| | | |
| 6:00 | Dinner at Carrie Nation | |



BOARD OF TRUSTEES
MEETING AGENDA
SATURDAY, APRIL 12, 2014

| | | |
|---------------|---|--------------------------|
| 9:00 – 9:15 | Centering | Clyde Grubbs |
| | | |
| 9:15 – 10:30 | GA Proposal Working Group | Donna Harrison |
| | | |
| 10:30 – 10:45 | Break | |
| | | |
| 10:45 – 11:15 | GA Proposal Working Group continued | Donna Harrison |
| | | |
| 11:15 – 11:45 | Policy Review Working Group | Rob Eller-Isaacs |
| | | |
| 11:45 – 12:00 | Article II Follow Up | Lew Phinney |
| | | |
| 12:00 – 1:00 | Lunch | |
| | | |
| 1:00 – 1:45 | Executive Session | Jim Key / Donna Harrison |
| | Appointments, Distinguished Service Award | |
| | | |
| 1:45 – 2:45 | Fossil Fuel Divestment | IC / SRIC / TBD |
| | | |
| 2:45 – 3:00 | Break | |
| | | |
| 3:00 – 4:00 | Board Discussion on Business Resolution | Larry Ladd |
| | | |
| 4:00 – 4:30 | Committee Working Group | Sarah Stewart |
| | | |
| 4:30 – 5:00 | Appointments Committee Proposal | Sarah Stewart |
| | | |
| 5:00 – 5:15 | Process Observation | James Snell |
| | | |
| 5:15 | Adjourn | |
| | | |
| | Dinner on your own | |



BOARD OF TRUSTEES
MEETING AGENDA
SUNDAY, APRIL 13, 2014

| | | |
|---------------|----------------------------|--------------------|
| 9:00 – 9:30 | Worship – Sanctuary Boston | David Ruffin |
| | | |
| 9:30 – 10:00 | Entrepreneurial Ministries | David Ruffin |
| | | |
| 10:00 – 10:30 | Communications | Lew Phinney |
| | | |
| 10:30 – 10:45 | Break | |
| | | |
| 10:45 – 11:15 | GA Final Agenda | Donna Harrison |
| | Board Positions / Speakers | |
| | | |
| 11:15 – 12:00 | Identify Actions, Motions | Jim Key |
| | | |
| 12:00 – 12:30 | June Board Agenda | Donna Harrison |
| | | |
| 12:30 – 12:45 | Process Observation | Michael Sallwasser |
| | | |
| 12:45 | Adjourn | |



**Board Meeting
Agenda Summary
Thursday, April 10, 2014
9:00 AM**

UUA Headquarters
25 Beacon Street
Boston, MA 02108

| Item No. | Item | Time Req. | Start Time | Ref No. |
|----------|--|-----------|------------|---------|
| 1 | Check in without Observers | 60 | 9:00 AM | 504164 |
| 2 | Break | 15 | 10:00 AM | 504165 |
| 3 | Opening Worship with Observers | 30 | 10:15 AM | 504166 |
| 4 | Approve Agenda, Read Promises/Covenant, Introduction of Speakers | 15 | 10:45 AM | 504167 |
| 5 | Update on Safe Congregations Report | 60 | 11:00 AM | 504168 |
| 6 | Lunch | 60 | 12:00 PM | 504169 |
| 7 | Professional Boundaries Update | 60 | 1:00 PM | 504170 |
| 8 | MFC Competencies Report | 30 | 2:00 PM | 504171 |
| 9 | Break | 15 | 2:30 PM | 504172 |
| 10 | Moderator's Report | 15 | 2:45 PM | 504173 |
| 11 | Vice-Moderator's Report | 15 | 3:00 PM | 504175 |
| 12 | Secretary's Report | 15 | 3:15 PM | 504176 |
| 13 | Youth and Young Adult Ministry Report | 30 | 3:30 PM | 504177 |
| 14 | Inclusion Working Group | 30 | 4:00 PM | 504180 |
| 15 | Emerging Congregations | 30 | 4:30 PM | 504181 |
| 16 | Process Observation | 15 | 5:00 PM | 504187 |
| 17 | Break | 45 | 5:15 PM | 504188 |
| 18 | Dinner at P&E | 90 | 6:00 PM | 504189 |
| 19 | Vespers | 60 | 7:30 PM | 504191 |

Presenter : Jim Key

Start Time : 9:00 AM

Item No : 1

Proposed By : Stephanie Carey Maron

Time Req : 60

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Check in without Observers

Details :

Attachments :

No Attachments

Presenter : Jim Key

Start Time : 10:00 AM

Item No : 2

Proposed By : Stephanie Carey Maron

Time Req : 15

Proposed : 3/25/2014

Item Type : Break/M meal Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Break

Details :

Attachments :

No Attachments

Presenter : Rob Eller-Isaacs

Start Time : 10:15 AM

Item No : 3

Proposed By : Stephanie Carey Maron

Time Req : 30

Proposed : 3/25/2014

Item Type : Worship Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Opening Worship with Observers

Details :

Attachments :

No Attachments

| | | |
|--|--------------------------------------|--------------------|
| Presenter : Jim Key | Start Time : 10:45 AM | Item No : 4 |
| Proposed By : Stephanie Carey Maron | Time Req : 15 | |
| Proposed : 3/25/2014 | Item Type : Information Items | |

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3.1 | <p>The Board will govern with an emphasis on</p> <ul style="list-style-type: none"> a. outward vision rather than an internal preoccupation, b. encouragement of diversity in viewpoints, c. strategic leadership more than administrative detail, d. clear distinction of Board and President roles, e. collective rather than individual decisions, f. future rather than past or present, g. pro-activity rather than reactivity, and h. an open rather than a closed process. <p>On any issue, the Board must insure that all divergent views are considered in making decisions, yet must resolve into a single organizational position.</p> <p>Accordingly:</p> | 403081 |
| 3.5 | <p>The Board will follow an annual agenda which</p> <ul style="list-style-type: none"> (a) advances and/or reevaluates the relevance of its Shared Vision (ENDS) and (b) continually improves Board performance through Board education and enriched input and deliberation. | 403882 |

Description : Approve Agenda, Read Promises/Covenant, Introduction of Speakers

Details :

Attachments :

| Title | Created | Filename |
|---|--------------|---|
| Full April 2014 Consent Agenda | Mar 25, 2014 | Full April 2014 Consent Agenda.pdf |
| Changes in Congregational Status | Mar 25, 2014 | Changes in Congregational Status Apr 2014.pdf |
| RSCC Indemnification Request | Mar 25, 2014 | RSCC Indemnifications Request.pdf |
| UUA Board Minutes - 1-23-2014 TO 1-26-2014 - DRAFT as of 4-9-2014.pdf | Apr 09, 2014 | UUA Board Minutes - 1-23-2014 TO 1-26-2014 - DRAFT as of 4-9-2014.pdf |

UUA Board of Trustees
January 23-26, 2014

MINUTES
BOARD OF TRUSTEES
UNITARIAN UNIVERSALIST ASSOCIATION

January 23, 2014 to January 26, 2014

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held on Thursday through Sunday, January 23 to 26, 2014 in San Diego, California.

MEMBERS

PRESENT: Averett, Eller-Isaacs, Grubbs, Harrison, Key, Ladd, Morales, Phinney, Ritchie, Sallwasser, Sharp, Snell, Stewart, and Weaver.

MEMBERS

ABSENT: None.

ALSO

PRESENT: Brennan, Cooley, Dodd, Limpert, and observers.

Jim Key, Moderator, called the meeting to order at 11:30 AM on Thursday, January 23, 2014. The board covenant was read in unison. Visitors were welcomed and introductions took place.

Phinney moved and Grubbs seconded to approve the agenda, including the consent agenda.

MODERATORS REPORT

Moderator Jim Key presented his moderators report.

SECRETARYS REPORT

Susan Ritchie presented the secretary's report noting that April is the deadline for putting something on the GA agenda.

FINANCE COMMITTEES REPORT

Sarah Stewart presented the report for the finance committee and request ninety minutes at the April meeting to discuss board committees and board committee budgets.

UUA Board of Trustees

January 23-26, 2014

Phinney moved and Ladd seconded the following motion which passed.

Beacon Press 2.7.4.2 Motion

2.7.4.2.

In the Beacon Press budget segment, the President shall follow the Beacon Press Financial Policy (Appendix 2.F): -

- i. shall make every reasonable effort to limit any operating deficit to a level that is commensurate with the contribution of Beacon Press towards meeting the Ends of the Association,
- ii. shall not spend or commit to spend on any single project an amount that exceeds 3% of Beacon's total expenses in the prior fiscal year, and
- iii. shall not spend or commit to spend on one or more projects amounts that would cause Beacon's liquid assets or its unrestricted net assets to fall below 20% of Beacon's total expenses in the prior fiscal year.

This policy change also deletes Appendix 2.C in its entirety:

Beacon Press Financial Policy: UUA Governance Manual Appendix 2.C

The President shall manage Beacon Press to avoid an operating deficit of more than \$300,000 in any one fiscal year or of more than \$600,000 in any three fiscal year period.

If either deficit limit is exceeded, the President shall present to the Board within 90 days a plan to prevent future deficits.

-
In each fiscal year from 2009 through 2013, the Beacon Press budget segment shall receive from the UUA [Unitarian Universalist Association] current operations budget a support payment equal to the amount that Beacon is charged for the use of space in UUA buildings.

The President, without prior Board approval, shall not permit Beacon Press to:

-
spend or commit to spend on any single project an amount that exceeds 3% of Beacon's total expenses in the prior fiscal year, or

-
spend or commit to spend on one or more projects amounts that would cause Beacon's liquid assets (defined as cash, cash equivalents, and investments) or its unrestricted net assets to fall below 20% of Beacon's total expenses in the prior fiscal year.

(Please disregard the discrepancy between the "2.F" in the policy and the "2.C" of the actual appendix; this is the result of renumbering and deleting the appendix fixes the problem.)

UUA Board of Trustees

January 23-26, 2014

FINANCIAL ADVISORS REPORT

Larry Ladd presented the Financial Advisors Report. Jim Key noted that in April the board will discuss divestment.

POLICY REVIEW WORKING GROUP'S REPORT

Rob Eller-Isaacs presented the Policy Review Working Group's Report. A motion will be presented on Sunday for discussion and vote.

RECESS

Clyde Grubbs shared process observations and the meeting went into recess at 5:17 until Friday morning.

At 9:00 AM on Friday, January 24, 2014 Jim Key, Moderator called the meeting to order. Visitors were welcomed. Snell led the board in a centering process and Taquiena Boston from UUA staff was welcomed.

STAFF REPORT ON RESPONSIVE RESOLUTION

Taquiena Boston, Director of the Multicultural Growth & Witness staff group presented a report on the responsive resolution passed at General Assembly.

REPORT OF THE INCLUSION AND EMPOWERMENT WORKING GROUP

Julian Sharp presented the report from the Inclusion and Empowerment Working Group.

ANTIRACISM, ANTI-OPPRESSION AND MULTICULTURAL TRAINING

Julian Sharp conducted ARAOMC training.

PRESIDENTS REPORT

President Peter Morales presented his President's Report and a discussion of Ends monitoring took place.

RECESS

Susan Weaver shared process observations and the meeting went into recess at 5:00 PM until Saturday morning.

UUA Board of Trustees
January 23-26, 2014

At 9:00 AM on Friday, Saturday 25, 2014 Jim Key, Moderator called the meeting to order. Visitors were welcomed. Stewart led the board in a centering process.

GA PLANNING WORKING GROUP REPORT

Donna Harrison and Susan Ritchie presented a report and led a conversation about General Assembly.

LINKAGE WORKING GROUP REPORT

Susan Weaver presented a report on linkage.

CONGREGATIONAL BOUNDARIES WORKING GROUP REPORT

Natty Averett led presented a report regarding professional misconduct.

EXECUTIVE SESSION

Rob Eller-Isaacs moved and Natty Averett second a motion to go into Executive Session for the purpose of discussing real estate transaction and a potential conflict of interest. Motion passed.

Sarah Stewart moved and Larry Ladd seconded a motion to move out of Executive Session. Upon returning from Executive Session it was reported that the conflict of interest matter was tabled for further conversation sometime in the future.

GENERAL ASSEMBLY GENERAL SESSION PLANNING

Jim Key led a conversation about the agenda for general sessions (formerly called plenary sessions) at the upcoming General Assembly.

VICE MODERATORS REPORT

Donna Harrison presented her Vice Moderators Report.

RECESS

Rob Eller-Isaacs shared process observations and the meeting went into recess at 1:54 PM until 9:00 AM Sunday.

UUA Board of Trustees
January 23-26, 2014

At 9:00 AM on Sunday, January 26, 2014 Jim Key, Moderator called the meeting to order. Opening words were shared and visitors were welcomed.

The following motions were presented:

Susan Ritchie moved and Rob Eller-Isaacs seconded a motion to hold the Spring 2015 board meeting in or near Selma, Alabama in such a way as to express support for the 50 year anniversary of the Selma to Montgomery Civil Rights March. Passed.

Lew Phinney moved and Rob Eller-Isaacs second a motion to make the following change to policy 3.0 of the governance manual:

3.0 Global Governance Commitment [Governance Process]: UUA Governance Manual Section Three

As amended January 2014. [Revision History](#).

The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.

The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.

Our Sources of Authority and Accountability are defined as:

1. Our member congregations
2. Current and future generations of Unitarian Universalists
3. The heritage, traditions, and ideals of Unitarian Universalism
4. The vision of Beloved Community
5. The Spirit of life, love, and the holy

3.1 Governing Style. The Board will govern with an emphasis on (a) outward vision, (b) encouragement of diversity in viewpoints, (c) strategic leadership, (d) clear distinction of Board and President roles, (e) collective, (f) future, (g) pro-activity, and (h) an open and transparent process.

UUA Board of Trustees

January 23-26, 2014

3.2 Board Job Description. As informed and elected leaders of our Association of member congregations, the UUA Board of Trustees assures organizational performance by creating, communicating, and monitoring organizational systems and performance, in accord with established Board policy.

3.3 Board and Board Member Code Of Conduct. The Board commits itself and its members to act in adherence with the UUA bylaws, to conduct themselves ethically, businesslike, and lawfully, and to act with respect for others, with proper use of authority and appropriate decorum when serving as Trustees.

3.4 External Relations. Speaking with one voice is an important value of the Board. To achieve this, the board will formally delegate official authority to speak on behalf of the organization in the public arena.

Committee chairs, working group conveners and officers are authorized to communicate with members of the press concerning areas of Board discussion, deliberation and action within the scope of their authority following meetings of their respective groups.

3.5 Agenda Planning. The Board will follow an annual agenda which (a) advances and/or reevaluates the relevance of its Shared Vision (ENDS) and (b) continually improves Board performance through Board education and enriched input and deliberation.

3.6 Election Of Officers And Officer Roles. The General Assembly elects the Moderator (CGO) and Financial Advisor. The Board elects the Vice Moderator and the Secretary. The Board also appoints the Recording Secretary and the Treasurer of the UUA

Youth Observer The Youth Observer is the primary liaison between GA Youth Caucus and the Board.

The Youth Observer shall serve her/his term without vote.

Excluding matters of voting, The Youth Observer shall bear the same responsibilities and accountabilities as defined for trustees.

With consent of the Board, the enumerated tasks of the observer may evolve as the structures of denominational youth leadership evolve.

The Youth Observer is charged with:

- Informing GA Youth Caucus and Youth Caucus staff of relevant Board issues at the Youth Observer's discretion
- Staying informed about the planning and activities of GA Youth Caucus
- Keeping abreast of national issues that are of interest to Unitarian Universalist youth in districts and congregations

UUA Board of Trustees

January 23-26, 2014

- Linking and nurturing relationships between youth leaders in districts and congregations across the nation
- Seeking out qualified youth candidates as future Youth Observers and for other UUA volunteer positions

3.7 Board Committee Principles. Board committees will be used sparingly and, when used, will be chartered to reinforce the wholeness of the Board's responsibilities and to never to interfere with delegation from Board to President.

3.8 Cost Of Governance. Because poor governance costs more than learning to govern well, the Board will invest in its governance capacity.

3.9 Board / General Assembly Relations. Pursuant to the Bylaws, the Board shall act for the Association between General Assemblies.

3.10 Board Need for General Assembly General Session Time. The Board shall define its need for General Assembly General Session time.

Motion passed.

Donna Harrison moved and Lew Phinney seconded a motion that the Monitoring Schedule be modified to read as shown below, which incorporates a change in the monitoring schedule for Policy 1.0.

| | Policy Title | Method of Monitoring | Frequency | Due to Board | Trustees Receive | Trustees Review By |
|------------|----------------------------|--|-----------|--------------|------------------|--------------------|
| 1.0 | Ends | Internal | Annual | 20 Dec | 27 Dec | 10 Jan |
| | | <p>Special Provision :</p> <p>For the Ends Monitoring Report due in December 2013, a modified schedule is adopted: For the January 2014 Board meeting, the administration will present an interpretation for one or two policies, without monitoring data.</p> <p>By March 26, 2014 The Administration will submit interpretations of Policy 1.0 and all sub-policies. In addition, the Administration will present proposed metrics (without data) for as many policies as it is able to do so. The report should also include a plan indicating when data for any proposed metrics will be available. Where the Administration has not developed its final plan for metrics, the Administration will provide information so that a directional conversation may take place at the April 2014 Board meeting.</p> <p>Final interpretation and proposed metrics (operational definitions) will be submitted by June 9, 2014. Data will be submitted based on the schedule agreed to at the April and June 2014 meetings and will be documented in this monitoring schedule at that time.</p> <p>This special provision will sunset and can be removed from the monitoring schedule on January 30, 2015.</p> | | | | |
| 2.0 | Global Leadership Covenant | Internal | Annual | 20 Apr | 27 Apr | 10 May |
| 2.1 | Treatment of People | Internal | Every 3 | 20 Jun | 27 Jun | 10 Jul |

UUA Board of Trustees
January 23-26, 2014

| | | | | | | |
|--------------|--|-------------------|--|---------|---------|--------|
| | | | years beginning 2014 | | | |
| 2.2 | Treatment of Congregations | Internal | Every 3 years, beginning in 2013 | 20 Feb | 27 Feb | 10 Mar |
| 2.3 | Treatment of Staff | Internal | Every 3 years, beginning in 2012 | 20 Aug | 27 Aug | 10 Sep |
| 2.4 | Compensation and Benefits | Internal | Every 3 years, beginning in 2014 | 20 Oct | 27 Oct | 10 Nov |
| 2.5 | Employee Benefits for UU Organizations | Internal | Every 3 years, beginning in 2012 | 20 Sep | 27 Sep | 10 Oct |
| 2.6 | Financial Planning and Budgeting | Internal | Every 2 years beginning in 14 | 2 Apr | 9 Apr | 15 Apr |
| 2.6.4 | Assessment of Current Property Holdings | Internal | Every 10 years, beginning in 2013 | | | |
| 2.7 | Financial Condition & Activities | | See subpolicies | | | |
| 2.7.1 | Annual Audit | Direct Inspection | Annual | 20 Dec | 5 Jan | 20 Jan |
| 2.7.2 | Donor Restricted Funds | Internal | Every 3 years, beginning in 2013 | 20 Dec | 5 Jan | 20 Jan |
| 2.7.3 | Transparent Reporting | Internal | Every 3 years, beginning in 2012 | 20 Sept | 27 Sept | 10 Oct |
| 2.7.4 | Budget Oversight | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.5 | Gift Acceptance | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.6 | Real Property Transactions | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.7 | Reporting of All Transactions | Internal | Annual | 20 Dec | 5 Jan | 20 Jan |
| 2.8.8 | Travel Expense Oversight | Internal | Every 3 years, FY13 | 20 Mar | 27 Mar | 10 Apr |
| 2.8 | Grants, Contracts & Partnerships | Internal | Every 2 years, | 20 May | 27 May | 10 Jun |

UUA Board of Trustees
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| | | | | | | |
|--------------|--|----------------------|---|---------|---------|--------|
| | | | beginning in 2013 | | | |
| 2.9 | Asset Protection | Internal | Every 2 years, beginning in 2014 | 20 Dec | 27 Dec | 10 Jan |
| 2.10 | External Relations | Internal | Every 2 years, beginning in 2014 | 20 Jul | 27 Jul | 10 Aug |
| 2.11 | Emergency President Incapacity | Internal | Every 3 years, beginning in 2013 | 20 Feb | 27 Feb | 10 Mar |
| 2.12 | Election Practices | Internal | March of the year following election of Moderator or President (March 2014) | 20 Mar | 27 Mar | 10 Apr |
| 2.13 | Comm. & Support to Board | Direct Inspection | Annual | 20 Mar | 27 Mar | 10 Apr |
| 2.14 | Implementation of the Business Resolutions of GA | Internal | Annual | 20 Mar | 27 Mar | 07 Apr |
| 3.0 | Global Gov. Commitment | Direct Inspect | Annual | 20 Sept | 27 Sept | |
| 3.1 | Governing Style | Direct Inspect | Annual | 20 Sept | 27 Sept | 07 Apr |
| 3.2 | Board Job Description | Direct Inspect | Annual | 20 Sept | 27 Sept | 07 Apr |
| 3.2.5 | Review and Post Annual Audit | Direct Inspect | Annual | 20 Nov | 27 Nov | 10 Oct |
| 3.3 | Board & Board Member Code of Conduct | Direct Inspect | Annual | 20 Sept | 27 Sept | 10 Oct |
| 3.4 | External Relations | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Oct |
| 3.5 | Agenda Planning | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Dec |
| 3.6 | Elect of Officers & Officers Roles | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Oct |
| 3.7 | Board Committee Principles | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Jan |
| 3.8 | Board Committee Structure | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Jan |
| 3.8.2 | Retirement Plan Committee | | | | | 10 Jan |
| 3.9 | Cost of Governance | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Jan |
| 3.10 | Board / General Assembly Relations | Monitored by the CGO | Annual, begin 2011 | 20 Mar | 27 Mar | 10 Apr |
| 3.11 | Need for Plenary Time | | Annual, | | | |

UUA Board of Trustees
January 23-26, 2014

| | | | | | | |
|-----|---------------------------------|----------------|----------------|--------|--------|--------|
| | | | begin Aug 2011 | | | |
| 4.0 | Board-President Linkage | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Apr |
| 4.1 | Unity of Control | Direct Inspect | Annual | 20 Mar | 27 Mar | 07 Apr |
| 4.2 | Accountability to the President | Direct Inspect | Annual | 20 May | 27 May | |
| 4.3 | Partnership with the President | Direct Inspect | Annual | 20 May | 27 May | 10 Apr |
| 4.4 | Monitoring Pres. Performance | Direct Inspect | Annual | 20 May | 27 May | 10 Apr |
| 4.5 | Presidential Comp and Benefits | Direct Inspect | Annual | 20 May | 27 May | 10 Jun |

Monitoring Schedule Revised January 2014

Motion passed.

Donna Harrison moved and Lew Phinney seconded a motion that a \$100 discount on General Assembly registration be offered for GA2014 to all congregational presidents or board chairs attending General Assembly as a delegate from their congregation and that the cost of this be funded through the Board budget of the UUA with a cap of \$50,000.

Motion passed.

Natty Averett moved and Susan Weaver seconded a motion to:

Charge:

1. Assess the current process that the ~~MFC (a committee of the UUA Board)~~ follows [UUA and the committees of the UUA Board follow] that ensures just and equitable treatment of the complainant and defendant, ~~victim~~ and/or ~~clergy~~ [religious professional related to complaints of misconduct]. Make recommendations to the Board and ~~MFC~~ as appropriate.
2. Review Restorative Justice for All, <http://www.uua.org/safe/misconduct/restorative/>
3. Review First Unitarian Church of Nashville Safety Net resources <http://www.uusafety.net>
4. Review Rev. Debra Hefner and the Religious Institute's resources <http://www.religioustheology.org/staff/the-rev-debra-w-haffner>
5. Review Faith Trust Institute resources <http://www.cpsdv.org>
6. Review Rev. Fred Muir's Safe Congregations report at GA 2003 <http://archive.uua.org/ga/ga01/3003-muir.html>
7. Consider apology from the board to victims of ~~Clergy Sexual misconduct (CSM)~~, [by religious professionals, to be offered at] GA 2014

UUA Board of Trustees
January 23-26, 2014

8. Propose changes to handling charges of ~~CSM~~ [misconduct, as appropriate].
9. Propose the promotion of Safe Congregation policies and certification

Motion was approved.

Lew Phinney moved and James Snell seconded a motion that the Executive Committee be authorized to make a decision regarding which policies due March 20, 2014 or sooner are required to be submitted to the Board in time for review for the April meeting.

Motion passed.

Natty Averett shared process observations and the meeting was adjourned by Moderator Jim Key at 11:00 AM.

Respectfully submitted,

/s/ Harlan Limpert
Clerk

BOARD OF TRUSTEES SCHEDULE

April 2014, Boston, MA

Thursday, April 17 – Sunday April 20

June 2014, Providence, RI

Tuesday, June 24 – Wednesday, June 25 – Board of Trustees meeting

Wednesday, June 25 – Sunday June 29 – General Assembly

Monday, June 30 – Board of Trustees meeting

October 2014, Boston, MA

Thursday, October 16 – Sunday October 19

January 2015, TBD

Thursday, January 16 – Sunday January 18

~~April 2015 Boston, MA~~ - WILL OCCUR IN MARCH 2015 IN SELMA, AL
Details to follow.

June 2015, Portland, OR

UUA Board of Trustees

January 23-26, 2014

Tuesday, June 23 – Wednesday, June 24 – Board of Trustees meeting

Wednesday, June 24 – Sunday June 28– General Assembly

Monday, June 29 – Board of Trustees meeting

October 2015, Boston, MA

Thursday, October 15 –Sunday October 18

Changes in Congregational Status
October 2013 UUA Board of Trustees Meeting

ITEMS FOR BOARD ACTION:

Applications for Membership of the UUA

None at this time.

ITEMS FOR INFORMATION, AND REPORTING TO THE BOARD:

UU Church of Hopkinsville (Hopkinsville, KY) has dissolved.

First Unitarian Universalist (Springfield, MO) is now part of the MidAmerica Region (formerly Southwestern District)

Name changes:

Formerly: Congregation UU Church of North Hatley (North Hatley, Quebec)

Now Known As: UUEstrie (Unitarian Universalist Church of North Hatley)

Formerly: UU Fellowship (Wilmington, DE)

Now Known As: UU Fellowship of Wilmington

Formerly: First Universalist Church of Kent, Ohio

Now Known As: Unitarian Universalist Church of Kent

Formerly: UU Congregation of NW Tucson (Tucson, AZ)

Now Known As: Mountain Vista Unitarian Universalist Congregation

Formerly: UU Congregation (Binghamton, NY)

Now Known As: UU Congregation of Binghamton

Brent Jurgess
Administrator, Congregational Life

Dear friends:

For the upcoming 2014-15 meetings of the Western and Eastern Regional Sub-Committees on Candidacy, I am asking the UUA board to re-indemnify 17 members, and appoint one 1 new lay person for the Western RSCC. I have passed these names by Wayne Arnason, MFC chair.

I am expecting that there will be two additional requests for indemnification forthcoming at the June 2014 meeting of the UUA Board.

Two people termed off the RSCC's this year, Leslie Trew of the Western RSCC and Allyn Clarke of the Eastern RSCC. Rev. Ken Collier and Charla Weiss of the Western RSCC and Amassa Fauntleroy and Rev. Alice Syltie of the Eastern RSCC chose to resign their terms early.

The following people are willing/eligible to serve an additional two year term:

Eastern RSCC:

1. Rev. Claire Feingold-Thoryn (co-chair)
2. John Simmonds (co-chair)
3. Rev. Manish Mishra-Marzetti
4. Rev. Tim Temerson
5. (Rev. Wayne Walder)
6. Rev. Megan Foley
7. Kathy Bowman
8. Linnea Huston
9. (Elyse Resnick)
10. (Connie Moore)

Western RSCC:

1. Rev. Melissa Carvill-Ziemer (co-chair)
2. Rev. Forrest Gilmore (co-chair)
3. Rev. Judy Welles
4. Rev. John Morehouse
5. (minister slot- TBD)
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9. (Roger Rochester- being recommended)
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Taking into consideration the gifts and identities that are currently represented by members of the Western and Eastern RSCC, with attention to gender, age, sexual orientation, ethnic/racial identity, experiences in ministry and references,

I am proposing that Rev. Wayne Walder, Connie Moore and Elyse Resnick, who have already been indemnified by the UUA Board be appointed to the Eastern RSCC.

I also propose that Roger Rochester, Canadian Lay person be newly appointed to the Western RSCC.

Roger Rochester wrote in his application: I became a UU in 1976, in Fayetteville Arkansas. I had just been elected to the board of that congregation when I was promoted in 1981 and we moved. There was no UU congregation near our new home in Texas, so we became members of the CLF and occasionally attended services in Dallas or Fort Worth. In 1985 I was transferred to Salem Oregon, and my family joined the congregation there. In our second year in Salem I was asked to fill out the remainder of the term of a board member who had moved away. I remained on the board for the next 8 years, two as president. After that I chaired the Worship Team for five years. In 2001 I was asked to take another term as president and did that. I am the only person to serve on both the Search Committee that brought us our new minister and the Building Committee which planned and managed the construction of a new facility.

From 1993 to 1999 I served on the Leadership School Committee of the Pacific Northwest District. Most of that time, I was the treasurer – maintaining the books, contracting for facilities and supplies, and paying professional staff. In 2000-2001 I worked on the committee that planned and prepared for the 2001 PNWD Annual Meeting in Eugene OR.

In 2002, my wife served an internship at West Shore church in Cleveland while completing her studies at Meadville Lombard and meeting with the MFC. From 2003 to 2005 she was an interim minister at First Unitarian Universalist Church in Chicago. I did not participate significantly in those congregations, other than singing in the choirs and attending social events and some social justice activities. In 2005 my wife was hired to serve as associate minister for the Unitarian Universalists of Clearwater Florida. I sang in the choir, volunteered in the office and worked in the church nursery. I served on the Tampa Bay Regional Marketing team, and on the West Central Cluster of the Florida District. In 2008 - 2009 I was the chair of the Cluster.

My wife was called by the First Unitarian Universalist Church of Winnipeg in 2009 and has been the minister here since August of that year. I sing in the choir and volunteer in the office sometimes. I chair the Denominational Affairs committee.

I have attended 13 General Assemblies, 16 District and CUC meetings, and about a dozen cluster or regional gatherings. I have accompanied my spouse to Center Institute for the last two gatherings. I am a member of Unitarian Universalist Minister's Partners, which meets at Ministry Days prior to GA and keeps up an online communication.

I am currently on the board of the Canadian Unitarian Council.

My career involved interviewing people, so I have good skills in oral communication. I have published poems, magazine articles, and a story."

His references noted:

Maureen Killoran: "What I can say is that I have absolutely no reservations or concerns about his serving on the Western RSCC. I have known Roger for nearly 30 years, from when he was the president of the first congregation I served (Salem, Oregon). At that time I knew him to be a highly intelligent, caring and committed lay leader, with a deep understanding of the role of the congregation. In subsequent years, as his wife, Millie, moved into ministry, Roger has consistently given of his talent as a volunteer leader. He understands the challenges and requirements ministry both from the perspective of a lay leader and as a clergy spouse. My husband, Peter Hyatt, speaks highly of Roger's wisdom and breadth of perspective in his working with UUMPS. It is a blessing that Roger wishes to serve in this capacity - I hope you will select him for the Western RSCC.

Stefan Jonasson: "I can tell you right now that my bottom line would be that Roger would make a wonderful addition to the Western Regional Sub-Committee on Candidacy. He's knowledgeable and wise, emotionally mature, intuitive and insightful, sensitive to cultural differences, an experienced minister's spouse (something that counts for more than we sometimes realize), supportive to others while at the same time able to be the bearer of hard news, a thoroughly dedicated UU lay leader with broad experience, and he's a real workhorse. Other than that, I have a very high opinion of him!"

Abhi Jamananchi: “He’s awesome! I’ve known him for at least ten years. He’s a staunch UU who loves and understands our faith. He brings a rare and valuable perspective as the spouse of a minister and is very good with boundaries. He is a deep listener who is well attuned to the cross-national concerns of citizens of Canada and the United States. “

I welcome any comments or questions about this recommendation!

Sincerely,

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Changes in Congregational Status
October 2013 UUA Board of Trustees Meeting

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UUA Board of Trustees
January 23-26, 2014

MINUTES
BOARD OF TRUSTEES
UNITARIAN UNIVERSALIST ASSOCIATION

January 23, 2014 to January 26, 2014

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held on Thursday through Sunday, January 23 to 26, 2014 in San Diego, California.

MEMBERS

PRESENT: Averett, Eller-Isaacs, Grubbs, Harrison, Key, Ladd, Morales, Phinney, Ritchie, Sallwasser, Sharp, Snell, Stewart, and Weaver.

MEMBERS

ABSENT: None.

ALSO

PRESENT: Brennan, Cooley, Dodd, Limpert, and observers.

Jim Key, Moderator, called the meeting to order at 11:30 AM on Thursday, January 23, 2014. The board covenant was read in unison. Visitors were welcomed and introductions took place.

Phinney moved and Grubbs seconded to approve the agenda, including the consent agenda.

MODERATORS REPORT

Moderator Jim Key presented his moderators report.

SECRETARYS REPORT

Susan Ritchie presented the secretary's report noting that April is the deadline for putting something on the GA agenda.

FINANCE COMMITTEES REPORT

Sarah Stewart presented the report for the finance committee and request ninety minutes at the April meeting to discuss board committees and board committee budgets.

UUA Board of Trustees

January 23-26, 2014

Phinney moved and Ladd seconded the following motion which passed.

Beacon Press 2.7.4.2 Motion

2.7.4.2.

In the Beacon Press budget segment, the President shall follow the Beacon Press Financial Policy (Appendix 2.F): -

- i. shall make every reasonable effort to limit any operating deficit to a level that is commensurate with the contribution of Beacon Press towards meeting the Ends of the Association,
- ii. shall not spend or commit to spend on any single project an amount that exceeds 3% of Beacon's total expenses in the prior fiscal year, and
- iii. shall not spend or commit to spend on one or more projects amounts that would cause Beacon's liquid assets or its unrestricted net assets to fall below 20% of Beacon's total expenses in the prior fiscal year.

This policy change also deletes Appendix 2.C in its entirety:

Beacon Press Financial Policy: UUA Governance Manual Appendix 2.C

The President shall manage Beacon Press to avoid an operating deficit of more than \$300,000 in any one fiscal year or of more than \$600,000 in any three fiscal year period.

If either deficit limit is exceeded, the President shall present to the Board within 90 days a plan to prevent future deficits.

-
In each fiscal year from 2009 through 2013, the Beacon Press budget segment shall receive from the UUA [Unitarian Universalist Association] current operations budget a support payment equal to the amount that Beacon is charged for the use of space in UUA buildings.

The President, without prior Board approval, shall not permit Beacon Press to:

-
spend or commit to spend on any single project an amount that exceeds 3% of Beacon's total expenses in the prior fiscal year, or

-
spend or commit to spend on one or more projects amounts that would cause Beacon's liquid assets (defined as cash, cash equivalents, and investments) or its unrestricted net assets to fall below 20% of Beacon's total expenses in the prior fiscal year.

(Please disregard the discrepancy between the "2.F" in the policy and the "2.C" of the actual appendix; this is the result of renumbering and deleting the appendix fixes the problem.)

UUA Board of Trustees

January 23-26, 2014

FINANCIAL ADVISORS REPORT

Larry Ladd presented the Financial Advisors Report. Jim Key noted that in April the board will discuss divestment.

POLICY REVIEW WORKING GROUP'S REPORT

Rob Eller-Isaacs presented the Policy Review Working Group's Report. A motion will be presented on Sunday for discussion and vote.

RECESS

Clyde Grubbs shared process observations and the meeting went into recess at 5:17 until Friday morning.

At 9:00 AM on Friday, January 24, 2014 Jim Key, Moderator called the meeting to order. Visitors were welcomed. Snell led the board in a centering process and Taquiena Boston from UUA staff was welcomed.

STAFF REPORT ON RESPONSIVE RESOLUTION

Taquiena Boston, Director of the Multicultural Growth & Witness staff group presented a report on the responsive resolution passed at General Assembly.

REPORT OF THE INCLUSION AND EMPOWERMENT WORKING GROUP

Julian Sharp presented the report from the Inclusion and Empowerment Working Group.

ANTIRACISM, ANTI-OPPRESSION AND MULTICULTURAL TRAINING

Julian Sharp conducted ARAOMC training.

PRESIDENTS REPORT

President Peter Morales presented his President's Report and a discussion of Ends monitoring took place.

RECESS

Susan Weaver shared process observations and the meeting went into recess at 5:00 PM until Saturday morning.

UUA Board of Trustees
January 23-26, 2014

At 9:00 AM on Friday, Saturday 25, 2014 Jim Key, Moderator called the meeting to order. Visitors were welcomed. Stewart led the board in a centering process.

GA PLANNING WORKING GROUP REPORT

Donna Harrison, Susan Ritchie and James Snell presented a report and led a conversation about General Assembly.

LINKAGE WORKING GROUP REPORT

Susan Weaver presented a report on linkage.

CONGREGATIONAL BOUNDARIES WORKING GROUP REPORT

Natty Averett led presented a report regarding professional misconduct.

EXECUTIVE SESSION

Rob Eller-Isaacs moved and Natty Averett second a motion to go into Executive Session for the purpose of discussing real estate transaction and a potential conflict of interest. Motion passed.

Sarah Stewart moved and Larry Ladd seconded a motion to move out of Executive Session. Upon returning from Executive Session it was reported that the conflict of interest matter was tabled for further conversation sometime in the future.

GENERAL ASSEMBLY GENERAL SESSION PLANNING

Jim Key led a conversation about the agenda for general sessions (formerly called plenary sessions) at the upcoming General Assembly.

VICE MODERATORS REPORT

Donna Harrison presented her Vice Moderators Report.

RECESS

Rob Eller-Isaacs shared process observations and the meeting went into recess at 1:54 PM until 9:00 AM Sunday.

UUA Board of Trustees
January 23-26, 2014

At 9:00 AM on Sunday, January 26, 2014 Jim Key, Moderator called the meeting to order. Opening words were shared and visitors were welcomed.

The following motions were presented:

Susan Ritchie moved and Rob Eller-Isaacs seconded a motion to hold the Spring 2015 board meeting in or near Selma, Alabama in such a way as to express support for the 50 year anniversary of the Selma to Montgomery Civil Rights March. Passed.

Lew Phinney moved and Rob Eller-Isaacs second a motion to make the following change to policy 3.0 of the governance manual:

3.0 Global Governance Commitment [Governance Process]: UUA Governance Manual Section Three

As amended January 2014. [Revision History](#).

The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.

The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.

Our Sources of Authority and Accountability are defined as:

1. Our member congregations
2. Current and future generations of Unitarian Universalists
3. The heritage, traditions, and ideals of Unitarian Universalism
4. The vision of Beloved Community
5. The Spirit of life, love, and the holy

3.1 Governing Style. The Board will govern with an emphasis on (a) outward vision, (b) encouragement of diversity in viewpoints, (c) strategic leadership, (d) clear distinction of Board and President roles, (e) collective, (f) future, (g) pro-activity, and (h) an open and transparent process.

UUA Board of Trustees

January 23-26, 2014

3.2 Board Job Description. As informed and elected leaders of our Association of member congregations, the UUA Board of Trustees assures organizational performance by creating, communicating, and monitoring organizational systems and performance, in accord with established Board policy.

3.3 Board and Board Member Code Of Conduct. The Board commits itself and its members to act in adherence with the UUA bylaws, to conduct themselves ethically, businesslike, and lawfully, and to act with respect for others, with proper use of authority and appropriate decorum when serving as Trustees.

3.4 External Relations. Speaking with one voice is an important value of the Board. To achieve this, the board will formally delegate official authority to speak on behalf of the organization in the public arena.

Committee chairs, working group conveners and officers are authorized to communicate with members of the press concerning areas of Board discussion, deliberation and action within the scope of their authority following meetings of their respective groups.

3.5 Agenda Planning. The Board will follow an annual agenda which (a) advances and/or reevaluates the relevance of its Shared Vision (ENDS) and (b) continually improves Board performance through Board education and enriched input and deliberation.

3.6 Election Of Officers And Officer Roles. The General Assembly elects the Moderator (CGO) and Financial Advisor. The Board elects the Vice Moderator and the Secretary. The Board also appoints the Recording Secretary and the Treasurer of the UUA

Youth Observer The Youth Observer is the primary liaison between GA Youth Caucus and the Board.

The Youth Observer shall serve her/his term without vote.

Excluding matters of voting, The Youth Observer shall bear the same responsibilities and accountabilities as defined for trustees.

With consent of the Board, the enumerated tasks of the observer may evolve as the structures of denominational youth leadership evolve.

The Youth Observer is charged with:

- Informing GA Youth Caucus and Youth Caucus staff of relevant Board issues at the Youth Observer's discretion
- Staying informed about the planning and activities of GA Youth Caucus
- Keeping abreast of national issues that are of interest to Unitarian Universalist youth in districts and congregations

UUA Board of Trustees

January 23-26, 2014

- Linking and nurturing relationships between youth leaders in districts and congregations across the nation
- Seeking out qualified youth candidates as future Youth Observers and for other UUA volunteer positions

3.7 Board Committee Principles. Board committees will be used sparingly and, when used, will be chartered to reinforce the wholeness of the Board's responsibilities and to never to interfere with delegation from Board to President.

3.8 Cost Of Governance. Because poor governance costs more than learning to govern well, the Board will invest in its governance capacity.

3.9 Board / General Assembly Relations. Pursuant to the Bylaws, the Board shall act for the Association between General Assemblies.

3.10 Board Need for General Assembly General Session Time. The Board shall define its need for General Assembly General Session time.

Motion passed.

Donna Harrison moved and Lew Phinney seconded a motion that the Monitoring Schedule be modified to read as shown below, which incorporates a change in the monitoring schedule for Policy 1.0.

| | Policy Title | Method of Monitoring | Frequency | Due to Board | Trustees Receive | Trustees Review By |
|------------|----------------------------|--|-----------|--------------|------------------|--------------------|
| 1.0 | Ends | Internal | Annual | 20 Dec | 27 Dec | 10 Jan |
| | | <p>Special Provision :</p> <p>For the Ends Monitoring Report due in December 2013, a modified schedule is adopted: For the January 2014 Board meeting, the administration will present an interpretation for one or two policies, without monitoring data.</p> <p>By March 26, 2014 The Administration will submit interpretations of Policy 1.0 and all sub-policies. In addition, the Administration will present proposed metrics (without data) for as many policies as it is able to do so. The report should also include a plan indicating when data for any proposed metrics will be available. Where the Administration has not developed its final plan for metrics, the Administration will provide information so that a directional conversation may take place at the April 2014 Board meeting.</p> <p>Final interpretation and proposed metrics (operational definitions) will be submitted by June 9, 2014. Data will be submitted based on the schedule agreed to at the April and June 2014 meetings and will be documented in this monitoring schedule at that time.</p> <p>This special provision will sunset and can be removed from the monitoring schedule on January 30, 2015.</p> | | | | |
| 2.0 | Global Leadership Covenant | Internal | Annual | 20 Apr | 27 Apr | 10 May |
| 2.1 | Treatment of People | Internal | Every 3 | 20 Jun | 27 Jun | 10 Jul |

UUA Board of Trustees
January 23-26, 2014

| | | | | | | |
|--------------|--|-------------------|--|---------|---------|--------|
| | | | years beginning 2014 | | | |
| 2.2 | Treatment of Congregations | Internal | Every 3 years, beginning in 2013 | 20 Feb | 27 Feb | 10 Mar |
| 2.3 | Treatment of Staff | Internal | Every 3 years, beginning in 2012 | 20 Aug | 27 Aug | 10 Sep |
| 2.4 | Compensation and Benefits | Internal | Every 3 years, beginning in 2014 | 20 Oct | 27 Oct | 10 Nov |
| 2.5 | Employee Benefits for UU Organizations | Internal | Every 3 years, beginning in 2012 | 20 Sep | 27 Sep | 10 Oct |
| 2.6 | Financial Planning and Budgeting | Internal | Every 2 years beginning in 14 | 2 Apr | 9 Apr | 15 Apr |
| 2.6.4 | Assessment of Current Property Holdings | Internal | Every 10 years, beginning in 2013 | | | |
| 2.7 | Financial Condition & Activities | | See subpolicies | | | |
| 2.7.1 | Annual Audit | Direct Inspection | Annual | 20 Dec | 5 Jan | 20 Jan |
| 2.7.2 | Donor Restricted Funds | Internal | Every 3 years, beginning in 2013 | 20 Dec | 5 Jan | 20 Jan |
| 2.7.3 | Transparent Reporting | Internal | Every 3 years, beginning in 2012 | 20 Sept | 27 Sept | 10 Oct |
| 2.7.4 | Budget Oversight | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.5 | Gift Acceptance | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.6 | Real Property Transactions | Internal | Annual | 20 Sept | 27 Sept | 10 Oct |
| 2.7.7 | Reporting of All Transactions | Internal | Annual | 20 Dec | 5 Jan | 20 Jan |
| 2.8.8 | Travel Expense Oversight | Internal | Every 3 years, FY13 | 20 Mar | 27 Mar | 10 Apr |
| 2.8 | Grants, Contracts & Partnerships | Internal | Every 2 years, | 20 May | 27 May | 10 Jun |

UUA Board of Trustees
January 23-26, 2014

| | | | | | | |
|--------------|--|----------------------|---|---------|---------|--------|
| | | | beginning in 2013 | | | |
| 2.9 | Asset Protection | Internal | Every 2 years, beginning in 2014 | 20 Dec | 27 Dec | 10 Jan |
| 2.10 | External Relations | Internal | Every 2 years, beginning in 2014 | 20 Jul | 27 Jul | 10 Aug |
| 2.11 | Emergency President Incapacity | Internal | Every 3 years, beginning in 2013 | 20 Feb | 27 Feb | 10 Mar |
| 2.12 | Election Practices | Internal | March of the year following election of Moderator or President (March 2014) | 20 Mar | 27 Mar | 10 Apr |
| 2.13 | Comm. & Support to Board | Direct Inspection | Annual | 20 Mar | 27 Mar | 10 Apr |
| 2.14 | Implementation of the Business Resolutions of GA | Internal | Annual | 20 Mar | 27 Mar | 07 Apr |
| 3.0 | Global Gov. Commitment | Direct Inspect | Annual | 20 Sept | 27 Sept | |
| 3.1 | Governing Style | Direct Inspect | Annual | 20 Sept | 27 Sept | 07 Apr |
| 3.2 | Board Job Description | Direct Inspect | Annual | 20 Sept | 27 Sept | 07 Apr |
| 3.2.5 | Review and Post Annual Audit | Direct Inspect | Annual | 20 Nov | 27 Nov | 10 Oct |
| 3.3 | Board & Board Member Code of Conduct | Direct Inspect | Annual | 20 Sept | 27 Sept | 10 Oct |
| 3.4 | External Relations | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Oct |
| 3.5 | Agenda Planning | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Dec |
| 3.6 | Elect of Officers & Officers Roles | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Oct |
| 3.7 | Board Committee Principles | Direct Inspect | Annual | 20 Dec | 27 Dec | 10 Jan |
| 3.8 | Board Committee Structure | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Jan |
| 3.8.2 | Retirement Plan Committee | | | | | 10 Jan |
| 3.9 | Cost of Governance | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Jan |
| 3.10 | Board / General Assembly Relations | Monitored by the CGO | Annual, begin 2011 | 20 Mar | 27 Mar | 10 Apr |
| 3.11 | Need for Plenary Time | | Annual, | | | |

UUA Board of Trustees
January 23-26, 2014

| | | | | | | |
|------------|---------------------------------|----------------|-------------------|--------|--------|--------|
| | | | begin Aug 2011 | | | |
| 4.0 | Board-President Linkage | Direct Inspect | Annual | 20 Mar | 27 Mar | 10 Apr |
| 4.1 | Unity of Control | Direct Inspect | Annual | 20 Mar | 27 Mar | 07 Apr |
| 4.2 | Accountability to the President | Direct Inspect | Annual | 20 May | 27 May | |
| 4.3 | Partnership with the President | Direct Inspect | Annual | 20 May | 27 May | 10 Apr |
| 4.4 | Monitoring Pres. Performance | Direct Inspect | Annual | 20 May | 27 May | 10 Apr |
| 4.5 | Presidential Comp and Benefits | Direct Inspect | Annual | 20 May | 27 May | 10 Jun |

Monitoring Schedule Revised January 2014

Motion passed.

Donna Harrison moved and Lew Phinney seconded a motion that a \$100 discount on General Assembly registration be offered for GA2014 to all congregational presidents or board chairs attending General Assembly as a delegate from their congregation and that the cost of this be funded through the Board budget of the UUA with a cap of \$50,000.

Motion passed.

Natty Averett moved and Susan Weaver seconded a motion to:

Charge:

1. Assess the current process that the ~~MFC (a committee of the UUA Board)~~ follows [UUA and the committees of the UUA Board follow] that ensures just and equitable treatment of the complainant and defendant, ~~victim~~ and/or ~~clergy~~ [religious professional related to complaints of misconduct]. Make recommendations to the Board and ~~MFC~~ as appropriate.
2. Review Restorative Justice for All, <http://www.uua.org/safe/misconduct/restorative/>
3. Review First Unitarian Church of Nashville Safety Net resources <http://www.uusafety.net>
4. Review Rev. Debra Hefner and the Religious Institute's resources <http://www.religioustheology.org/staff/the-rev-debra-w-haffner>
5. Review Faith Trust Institute resources <http://www.cpsdv.org>
6. Review Rev. Fred Muir's Safe Congregations report at GA 2003 <http://archive.uua.org/ga/ga01/3003-muir.html>
7. Consider apology from the board to victims of ~~Clergy Sexual~~ misconduct (~~CSM~~), [by religious professionals, to be offered at] GA 2014

UUA Board of Trustees
January 23-26, 2014

8. Propose changes to handling charges of ~~CSM~~ [misconduct, as appropriate].
9. Propose the promotion of Safe Congregation policies and certification

Motion was approved.

Lew Phinney moved and James Snell seconded a motion that the Executive Committee be authorized to make a decision regarding which policies due March 20, 2014 or sooner are required to be submitted to the Board in time for review for the April meeting.

Motion passed.

Natty Averett shared process observations and the meeting was adjourned by Moderator Jim Key at 11:00 AM.

Respectfully submitted,

/s/ Harlan Limpert
Clerk

BOARD OF TRUSTEES SCHEDULE

April 2014, Boston, MA

Thursday, April 10 – Sunday April 13

June 2014, Providence, RI

Tuesday, June 24 – Wednesday, June 25 – Board of Trustees meeting

Wednesday, June 25 – Sunday June 29 – General Assembly

Monday, June 30 – Board of Trustees meeting

October 2014, Boston, MA

Thursday, October 16 – Sunday October 19

January 2015, TBD

Thursday, January 16 – Sunday January 18

~~April 2015~~ Boston, MA - WILL OCCUR IN MARCH 2015 IN SELMA, AL
Details to follow.

June 2015, Portland, OR

UUA Board of Trustees

January 23-26, 2014

Tuesday, June 23 – Wednesday, June 24 – Board of Trustees meeting

Wednesday, June 24 – Sunday June 28– General Assembly

Monday, June 29 – Board of Trustees meeting

October 2015, Boston, MA

Thursday, October 15 –Sunday October 18

Presenter : Jim Key**Start Time : 11:00 AM****Item No : 5****Proposed By : Stephanie Carey Maron****Time Req : 60****Proposed : 3/25/2014****Item Type : Information Items**

| Policy No. | Description | Ref No |
|------------|---|--------|
| 2.1.4 | Shall not fail to institutionalize an ongoing system to acknowledge and respond to sexual, discriminatory or other misconduct by persons employed as paid staff, by members of our professional ministry, or by volunteers of the Association. | 402055 |
| 2.2.1 | Shall not fail to provide a process for dealing with congregational complaints. | 402415 |
| 2 | <p>The President of the Unitarian Universalist Association of Congregations [UUA] shall minister to and lead the Association, in all its full and rich diversity, in order to implement the shared vision of the covenanted community as adopted by the Board of Trustees in collaboration with the President, hereinafter known as the Shared Vision (ENDS).</p> <p>Furthermore, and in all instances, the President shall not cause nor allow any practice, activity, decision, or operation which is in violation of the Bylaws of the Association, commonly accepted business practices, professional ethics or which is imprudent or unlawful, except where Unitarian Universalist principles, as set forth in the Bylaws, are at risk.</p> | 402001 |
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Update on Safe Congregations Report**Details : with Debra Haffner****Attachments :**

| Title | Created | Filename |
|----------------------|--------------|--------------------------|
| Sexually Healthy UUA | Apr 08, 2014 | Sexually Healthy UUA.pdf |

Toward a Sexually Healthy and Responsible Unitarian Universalist Association

Rev. Debra W. Haffner

August 2010



Toward a Sexually Healthy and Responsible Unitarian Universalist Association

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Introduction

The Religious Institute has sought to translate a term in the public health community -- “sexual health” -- into a framework that can be understood and embraced by religious communities. In its 2003 guidebook, *A Time to Build*, the Religious Institute developed the criteria for sexually healthy religious professionals and sexually healthy congregations. More recently, in conjunction with 36 seminaries and in partnership with Union Theological Seminary, the Religious Institute defined the criteria of a sexually healthy and responsible seminary. The Religious Institute is now working to develop and promote the criteria of a sexually healthy and responsible denomination.

The Unitarian Universalist Association can be rightfully proud of its leadership on sexuality issues. The UUA has a longstanding commitment to comprehensive sexuality education, reproductive rights, and BGLT inclusion. Many congregations offer at least part of the *Our Whole Lives* (OWL) curriculum. Many have undergone the welcoming process. The UUA has been one of the leading denominations advocating for sexual justice for lesbian and gay people, especially in its commitment to marriage equality. In December 2009, the UUA became the first denomination to require its ministerial candidates to demonstrate competency in sexual health, education, and justice.

In July 2009, the Religious Institute, with support from the Unitarian Universalist Veatch Program at Shelter Rock and the leadership staff of the UUA, began a systematic review of the Unitarian Universalist Association’s sexuality-related policies, programs, advocacy, and commitments. The following areas, which constitute the foundation of a sexually healthy and responsible religious denomination, were reviewed and assessed:

- Policies, bylaws, and procedures
- Full inclusion of women in denomination leadership
- Full inclusion of BGLT persons
- Sexually healthy religious professionals, including:
 - Required competencies for ministerial candidates
 - Sexually healthy and responsible seminaries
 - Continuing education and support
- Sexually healthy congregation programs and policies
- Sexuality education, including curricula, training, implementation, and supervision
- Sexual abuse and harassment prevention policies and procedures
- Prophetic witness for sexual justice in the public square

The Religious Institute reviewed more than 40 documents and reports, conducted one-on-one interviews with 17 UUA staff members, and conducted an electronic survey of all UU fellowshipped ministers with email addresses.* The survey had a response rate of 41% after three follow-ups. (A complete list of documents reviewed and persons interviewed is found in the Appendices.)

The needs assessment demonstrated that the UUA has both significant strengths *and* areas that require attention and improvement. The UUA can be proud of the OWL curricula; our longstanding commitment to full inclusion of lesbian and gay persons in our congregations, clergy, and society; gender equity in leadership and clergy; and our strong prophetic voice on sexual justice in the public sphere. The study also revealed significant areas of needed improvement, including the need to renew our commitment to the OWL program, BGLT programs and materials, and ongoing public leadership on the broad range of sexual justice issues. In addition, the UUA needs to significantly strengthen its procedures on sexual abuse and misconduct prevention and response. **A full list of recommendations found in each section of the report is on pages 36-39. The most important recommendations and the Religious Institute next steps follow this Introduction.**

What was most notable about this needs assessment, though, was the commitment and willingness of the staff responsible for programs and initiatives to engage these issues. During the course of the first year of this needs assessment, as a result of work between the Religious Institute and UUA staff, the Ministerial Fellowship Committee added a new competency for its candidates on sexuality issues; the director of human resources modified the UUA's personnel policies to reflect best practices on such sexuality-related issues as full inclusion (including people of transgender experience), Internet safety, personal relationships, and a revised process for allegations of sexual harassment and misconduct; and a draft template for institutional apologies to victims of professional misconduct was created.

The Religious Institute is grateful to the staff and leadership of the UUA, the ministers who completed the survey, as well as the Unitarian Universalist Veatch Program at Shelter Rock, for their gracious support, honesty, and openness to examining sexuality issues throughout the denomination. We hope that this needs assessment and its recommendations are carefully considered, so that the UUA can be a model of a sexually healthy and responsible denomination.

Our faith calls us to be sexually healthy, just, and prophetic – for our members and for the world.

Rev. Debra Haffner

* The Religious Institute developed 100 questions, partially based on its survey of more than 2,000 progressive religious leaders in 2008. Additional questions were developed to assess particular program efforts unique to the UUA, and certain questions were dropped as not relevant. Ministerial and Professional Leadership provided the Religious Institute with the email addresses of 1,335 ministers, who were sent a preliminary email. It was determined that 1,273 email addresses were current and usable. On November 2, 2009, the Religious Institute sent an invitation to all ministers with current emails to participate in our survey. Follow-up survey invitations were sent on December 1, 2009, and January 6, 2010, to yield 523 total responses to the survey --a 41% response rate. Percentages in this report are based on the number of ministers responding to a specific question, not to the questionnaire as a whole.

Key Recommendations and Next Steps for the Religious Institute Assessment Project

A full list of recommendations found in each section of the report is on pages 37-40. We have summarized the most important recommendations here, but encourage the reader to see each section for the strengths and weaknesses of each area studied as the background for these recommendations.

We strongly encourage the UUA Board of Trustees to reconsider the recommendation to replace Section C-2.3 of the bylaws, with a generalized “Full Inclusion” policy. The existing bylaw should be expanded to explicitly name sex (indicating biological sex), gender identity, and gender expression, and relabeled non-discrimination and full inclusion. A separate memo will be sent to the Board on this in summer 2010.

We also strongly encourage the staff leadership of the UUA to re-invest and re-commit to the *Our Whole Lives* (OWL) program, the Office of Bisexual, Gay, Lesbian and Transgender Concerns (OBGLTC), and public advocacy on sexuality education, reproductive justice, and BGLT issues. As the sections of this report pertaining to sexuality education, BGLT issues, and public witness demonstrate, these areas have not received adequate staffing, resources, updating, or innovation in recent years. When funding becomes available, we encourage the leadership to consider creating a new “Minister for Sexuality Education and Justice” staff position, similar to the position the United Church of Christ has in its headquarters. This person could be responsible for OWL, provide additional staffing on BGLT concerns, and perhaps become the key point of contact for harassment and misconduct prevention. **We also hope we can count on the President to continue a high level of public involvement on sexuality issues,** and we urge that the UUA communications program include greater coverage of a wide range of sexuality issues. We also suggest that reproductive justice and comprehensive sexuality education become part of the Standing on the Side of Love campaign to assure continued commitment to these areas.

We strongly encourage the leadership to make a visible commitment to improving how the UUA understands, defines, and responds to sexual harassment and misconduct. This is clearly the weakest area of sexual health for our denomination, our congregations, and our religious professionals. The UUA needs to consider a separate, more in-depth assessment of this area, including a key stakeholders’ meeting, with the goals of creating a single definition/expectation of conduct and a process for investigating and responding to complaints. The Religious Institute would be pleased to be considered to help with this process. We encourage the UUA to look to the work that The United Methodist Church has begun in this area, and consider creating a separate website, as The UMC has, to signal the importance and gravity of this issue.

The Religious Institute has just been notified that it has received \$34,000 for second-year funding for this work with the Unitarian Universalist Association. This funding will allow the Religious Institute to:

- Meet with the Board of Trustees in June 2010 and present the findings from year one at General Assembly;
- Develop an article for the *UU World* magazine or other venue on the Ministers’ Survey results;
- Conduct presentations on the needs assessment and its recommendations to key UU constituency groups, including the UUMA, LREDA, and Youth Programs;

- Provide assistance to the Ministerial Fellowship Committee (MFC) on materials and evaluation of the new competencies for candidates;
- Survey the District Executives and Program Consultants on their knowledge, skills, background and need for training on sexuality issues;
- Develop an assessment tool for UU congregations on sexual health that can be published on the website; and
- Assist UUA staff in considering the recommendations of this report.

In addition, the Religious Institute proposes to co-convene a meeting of key UUA stakeholders to discuss this report, refine the criteria for a sexually healthy and responsible UUA, and prioritize the full set of recommendations for implementation. We suggest working with the Executive Vice President to develop a list of participants for this meeting and to obtain a mini-grant from Veatch to cover travel and other costs for this one-day meeting.

Policies, bylaws, procedures support sexual health/full inclusion

Materials Reviewed:

UUA bylaws

Human Resources Employee Manual, 2010 Update

A Personnel Policy Manual for Religious Organizations/Office of Church Staff Finances

Board of Trustees list

District Executives list

Staff lists

Ministers' Survey

Strengths:

Section C-2.3 of the UUA bylaws is a comprehensive non-discrimination clause, although it would be stronger if it names sex, gender identity, and gender expression.

The UUA Human Resources Employee Manual (the Manual) is strong on anti-discrimination, family leave, birth parent and adoption benefits, affirmative action policy, mandatory background checks for employees, and a requirement for an annual gender and people of color employment analysis.

The following changes to the Manual have been made after the Religious Institute review identified several areas that needed strengthening. Changes were finalized in July 2010.

- a) In the section on background checks, a full disclosure requirement for all new employees was added, as well as an explicit requirement that employees must report any allegations of physical and sexual abuse and assault after employment to their supervisor and Human Resources.
- b) "Sex" and "gender" were added to the list of possible foundations for offensive remarks.
- c) The statement on offensive messages was modified as suggested. Materials not to be accessed on work time now include not only pornography but any erotic material. (Except for legitimate UUA business purposes, such as OWL.)
- d) A statement of disclosure of romantic, sexual, or intimate relationship between a supervisor and employee, and between an employee and a member of the Board of Trustees, was added, as well as actions to be taken if a conflict of interest arises. The manual explicitly states that the UUA prohibits relationships between supervisors and staff who have direct or indirect reporting relationships.
- e) The sexual harassment policies (pages 41 – 42) needed considerable strengthening. The following changes have been made:

- a. "Gender" was added to the list of harassment that will not be tolerated.
- b. The definition of harassment was expanded to include "persistent, pervasive, or severe pattern of offensive conduct."
- c. Prior to reporting "violations of policy" to the Executive Vice President or Human Resources Director, employees who believe they are being harassed are now asked to tell the person whose conduct is in question to stop. If the conduct continues, employees should then report it to their supervisor, who will caution the accused harasser to desist from this behavior and, if necessary, file a written report.
- f) The definitions, policies, and procedures for responding to a complaint have been made and include the key components of a "gold standard" policy. See pages 25-32 in the section on abuse and harassment prevention policies for the complete text.

A large majority of UU congregations have inclusive policies. Eighty-six percent of the ministers in the survey report that their bylaws prohibit discrimination based on gender identity, and 93% have policies prohibiting discrimination based on sexual orientation.

Areas for Improvement and Recommendations:

The proposed bylaw amendment Section C-2.4 should be seen as an addition **not a replacement** for section C-2.3. Without explicitly naming categories, people will not find themselves included in the by-laws, nor does a welcome statement commit the association to actual action on increasing inclusion of people of diverse sexualities and genders.* We recommend Section C-2.3 be relabeled as non-discrimination/full inclusion, including the language as follows:

Section C-2.4 Inclusion and Non-Discrimination

Systems of power, privilege, and oppression have traditionally created barriers for persons and groups with particular identities, ages, abilities, and histories. We pledge to do all we can to replace such barriers with ever-widening circles of solidarity and mutual respect. We strive to be an association of congregations that truly welcome all persons and commit to structuring congregational and associational life in ways that empower and enhance everyone's participation.

The Association declares and affirms its special responsibility, and that of its member congregations and organizations, to promote the full participation of persons in all of its and their activities and in the full range of human endeavor without regard to race, ethnicity, **sex**,[†] disability, affectional or sexual orientation, **gender identity/expression**,

* Other protected and excluded people may have similar concerns as well.

[†] Note: Words are in bold to indicate the Association's commitment to persons of transgender identity/experience.

age, language, citizenship status, economic status, or national origin and without requiring adherence to any particular interpretation of religion or to any particular religious belief or creed.

The 2004 “Personnel Policy Manual for Religious Organizations,” if still in use, should address sexual orientation and gender identity/expression. The section on sexual harassment needs to be consistent with UUA HR policy, and should specify policies about staff and ministerial sexual relationships with congregants.

Local congregations should receive templates for full inclusion policies that are trans-inclusive. According to the Ministers’ Survey, fewer than one third (31%) have policies explicitly affirming family diversity, and only about two thirds (62%) have inclusion policies on gender equity. Only 43% have inclusive language policies. Such a template should be developed and circulated.

Recommendations for congregations on safe congregation policies are on page 21.

Full inclusion of women in denomination leadership

Materials Reviewed:

Board of Trustees list
District Executives list
Staff lists
UUA website
Organization chart

Strengths:

Board of Trustees is gender-balanced.
Ministerial representation on Board of Trustees is gender-balanced.
The Executive Vice President is a woman, and she has been in this position for 25 years.
The first woman moderator was elected in 1977.
Fourteen of 20 District Executives are women.
There is a requirement for an annual report on equal employment opportunities, by gender and race.
Fifty-six percent of the ministers completing the survey are women.

Areas for Improvement and Recommendations:

Currently the youth positions (one elected, one appointed) on the Board of Trustees are held by white men. In the future, efforts should be made to have diversity in these positions.

The recent reorganization has made top leadership at staff headquarters less gender-balanced than it has been in recent years. Three of the top four staff positions are now held by males. Ministries and Congregational Support directors are all women who report to a man. Financial, operations, stewardship, IT, and human resources are all headed by men. Eighty-five percent of all office and clerical positions, which represent one third of the total staff, are women. It is notable that an organization committed to gender equality has an “informal curricula” of women as the office and program staff and men as the primary financial and operations staff and managers. A new gender analysis should be done following the recent staff changes, and new hires should be considered with a gender lens.

Full inclusion of BGLTQI persons

Materials Reviewed:

Welcoming Congregations Handbook

Living the Welcoming Congregation

Fact sheets

Website materials

Strengths:

The Welcoming Congregation Program has now been in place for more than two decades.

Seventy-eight percent of ministers say their congregations have gone through a welcoming process. As of December 2009, 606 congregations have gone through the process of becoming a welcoming congregation. Only nine congregations with memberships of more than 200 are not official welcoming congregations. The congregations that are not recognized as welcoming congregations by and large have fewer than 75 members.

Lesbian and gay people are well integrated in ministerial and congregational life. In the Ministers' Survey, 15.3% of respondents said they publicly identify as gay or lesbian; 6.4% self-identify publicly as bisexual; and 1.5% self-identify as queer. Asked to describe their gender identity, 0.3% identify as intersex; 0.5% identify as transgender/gender queer. Together, nearly one quarter of the ministers in the survey identify as BGLTQI.

Ministerial awareness of lesbian and gay adult congregants is almost universal. Ninety-eight percent of the ministers say there are lesbian and gay adults in their congregation, compared to 64% in Public Religion Research's national survey of mainline Protestant clergy. Forty-two percent believe there are people of transgender experience in their congregation, although 29% are unsure and 28% say there are not. Only 8% of mainline Protestant clergy said there are transgender people in their congregations.

UU ministers have a high degree of public commitment to BGLT issues, especially marriage equality. Eighty-three percent of the ministers have spoken publicly about marriage equality in the past two years. Fifty-eight percent of ministers have preached on sexual orientation and a third on transgender issues in the past two years.

There has been a high degree of public witness from UUA denominational leaders on lesbian and gay issues. Twenty-four percent of the press releases from 2001-2009 were on marriage equality and an additional 11% covered other lesbian and gay issues. Twenty-four percent of the press mentions about the UUA from 2006 to 2009 were on marriage equality or lesbian/gay issues.

Areas for Improvement and Recommendations:

There has recently been only one staff person with key responsibility for the OBGLTC, down from staffing several years ago. Renewed staffing for this office is vital, especially in light of the Director's move to Ministerial and Professional Leadership.

The *Welcoming Congregations Handbook* is now 11 years old, out of date, and in need of significant updating and revision. The 1999 edition is the "revised edition" of the original 1990 guide.

There are no fact sheets or resources on intersexuals.

There are no fact sheets or resources on gender-variant children.

All of the existing BGLT fact sheets need some updating.

Transgender inclusion was only passed as a UUA priority in 2007. UUA congregations need significant education and resources on transgender issues. Only one minister of transgender experience has served a congregation as a parish minister.

Congregations need support, resources, ideas, and encouragement on how to more fully include bisexuality and transgender issues in their BGLT efforts. UU congregations have often ignored the "B" and "T" in BGLT outreach, programs, and policy initiatives. Interweave has published a bisexuality curricula and is working on a transgender curricula. More should be done to promote congregational use of these resources.

There needs to be greater awareness and programming on behalf of BGLT teens and young adults. Only 44% of the ministers say there are teens in their congregation who struggle with these issues (although if one removes those congregations which have *no* teens, one could expect such teens in *every* congregation). Forty-five percent say they are unsure, and 11% said no. Only 12% of the congregational ministers report a program or support group for BGLTQ teens.

Despite high numbers of congregations (78%) having gone through the welcoming process, a majority (59%) do not have a current welcoming/rainbow task force. Sixty-eight percent went through the welcoming process more than five years ago; only 25% have renewed their welcoming commitment. In fact, only four in 10 congregations have an existing welcoming committee/rainbow task force.

Outreach for BGLT members is low. Fifty-four percent of ministers report that they do not advertise in gay community publications or organizations for new members.

Sexually healthy religious professionals

Materials Reviewed:

The UUMA Guidelines for the Conduct of Ministry

LREDA guidelines

Musician guidelines

Administrator guidelines

MFC policies

MFC rules

MFC reading list

Starr King School for the Ministry's completed *Sex and the Seminary* survey

Meadville Lombard Theological School's completed *Sex and the Seminary* survey

Background:

Sexually healthy religious professionals:

- Have examined their own personal sexual histories.
- Have explored their own attitudes and confronted their limitations and biases about sexuality.
- Have listened to the attitudes of others about sexuality, which are different from their own.
- Are knowledgeable about sexuality, including sexual behaviors, sexual response, sexual orientation and gender identity, and relationships.
- Undertake theological reflection regarding the integration of sexuality and spirituality.
- Model ease and comfort in discussing sexuality issues.
- Interact with people of all genders and ages in respectful and appropriate ways.
- Affirm their own sexual orientation and gender identity and respect the sexual orientation and gender identity of others.
- Recognize and affirm family diversity.
- Have personal relationships that express love and intimacy in ways congruent with their own values about sexuality.
- Seek ongoing opportunities for education and information regarding sexuality.*

* Haffner, Debra W. (2001). *A Time to Build: Creating Sexually Healthy Faith Communities*. Westport, CT: Religious Institute on Sexual Morality, Justice, and Healing.

There are three key components for assuring that religious professionals will be sexually healthy and responsible:

- Required competencies for candidates to demonstrate they are sexually healthy religious professionals
- Sexually healthy and responsible seminaries
- Continuing education and support for religious professionals on sexuality issues

Required competencies for sexually healthy religious professionals

Strengths:

In December 2009, the Ministerial Fellowship Committee (MFC) voted unanimously for a new competency for all ministerial candidates beginning in December 2010. The new competency reads:

Sexual Health, Sexual Boundaries, Sexual Justice: Candidates are expected to be knowledgeable about sexuality issues in ministry, including sexuality education, BGLTQI issues, sexuality concerns of adults and adolescents for pastoral care and public witness. Candidates are expected to demonstrate a commitment to sexual justice in our Association and in society. One sexual harassment prevention learning experience is required.

In addition, the committee voted to strengthen the required reading list for candidates on sexuality issues, including making *The Safe Congregation Handbook* a required reading, requiring two OWL curricula, including the junior high program, requiring “Balancing Acts” (an online guide, published on www.uua.org, on keeping children safe, and addressing offenders) and *A Time to Build: Creating Sexually Healthy Faith Communities* (downloadable online from www.religiousinstitute.org).

The UUA is now the first denomination to require ministerial candidates to demonstrate competencies in sexual health, education, and justice. Others are sure to follow.

This change occurred as a result of this needs assessment and training workshops with the MFC. At the beginning of this project, the UUA did not have a competency requirement for sexuality issues or a requirement for any learning experience in sexual abuse/harassment prevention. The Human Development/Family Life Education/Ministry to Youth and Young Adults explicitly mentioned human development on “aging, adolescence, parenting and death” and “issues, programs, and resources for ministry with youth and young adults.” Sexuality issues were not mentioned explicitly, but were added by a vote initiated by Rev. Debra Haffner at the September 2009 meeting. The Religious Education competency required familiarity with at least one UU religious curriculum at each level, but did not specifically mention the requirement to read at least two levels of OWL (as indicated on the book list).

There has been no requirement for a sexuality or sexual harassment learning experience. Meadville requires a sexually harassment learning opportunity for ministers, but they do not offer it themselves. Starr King does not require such a program (to be fair, they do not have many requirements), nor do they offer one. The MFC voted in December 2009 that all candidates starting in December 2010 must have taken a learning opportunity on boundaries, attraction, and prevention of misconduct.

The required reading list (73 books) requires candidates to read two of the OWL curricula and the *Welcoming Congregation Manual*. *The Safe Congregation Handbook* had been an optional reading, but after this assessment, is now required reading. The gender analysis of the post 1970’s readings is fairly balanced; the historical readings are primarily by men. New books on sexuality issues have been added to the required reading list and suggested resources to the online recommendation.

Areas for Improvement and Recommendations:

Meadville and Starr King need to be encouraged to develop sexuality learning opportunities for their students so that they can easily meet the new requirements.

The Religious Institute and MPL successfully submitted a proposal to the UU Funding Program for the development of an online course that would fulfill the academic preparation for this new competency. This is high priority, both because the UU seminaries are not offering such courses, and because most UU candidates are not enrolled in UU seminaries. The course will be piloted in summer 2011, and available by January 2012.

MFC members need a one- to two-hour training to learn how to assess candidates on this competency.

MPL needs to create materials for candidates on fulfilling the requirements of this competency, including a list of sexual harassment prevention learning opportunities, sexuality classes, and resources to read.

MPL needs to consider developing a similar set of sexual health competencies for credentialed religious educators. Credentialed religious educators are currently required to read *The Safe Congregation Handbook*, but no other sexuality-related books are required (though some are on suggested reading lists.) The Human and Faith Development requirement includes nothing on sexual development. There is no requirement to read even a single level of the OWL curricula or attend an OWL training. Both should be required for credentialing.

Sexually healthy seminaries

Background:

Meadville Lombard Theological School and Starr King School for the Ministry participated in the Religious Institute's 2008 survey of the sexual health of mainline and progressive seminaries. Seminaries were evaluated on more than 20 criteria, which assessed their formal curricula, informal learning opportunities, institutional policies, advocacy on sexual justice issues, and leadership composition.

Ten seminaries in the United States met at least two-thirds of the criteria for a sexually healthy and responsible seminary. At the time of the study's completion, Meadville Lombard met one third and Starr King just over half of the criteria.

A year later, Religious Institute staff contacted the presidents of the UU seminaries to re-evaluate each institution, record any progress toward meeting the criteria, and offer assistance.

Strengths:

Meadville Lombard

Meadville Lombard Theological now meets 57% of the criteria for a sexually healthy and responsible seminary.

- Sexual harassment policies cover faculty, staff, and student relationships.
- Non-discrimination policies cover sex, gender identity, and orientation.
- A sexual harassment prevention learning opportunity is required for all students.
- Sexuality-related issues are reported to be addressed in all core courses.
- Full-semester courses in queer theology/BGLT issues, sexual ethics, and feminist/women's studies are available either on campus or through the Association of Chicago Theological Schools.
- Senior leadership staff is now gender-balanced.
- Students and faculty have hosted worship and on-campus events on sexuality-related issues.
- Faculty, including Sharon Welch, Mark Hicks, and John Tolley, have engaged the media and/or published on sexuality-related issues. Mark Hicks also serves on the Human Rights Campaign LGBTQ Seminary Project.

Starr King

Starr King School for the Ministry now meets more than 80% of the criteria, an improvement of more than 25 percentage points since the seminary study was published.

- Inclusion statement names gender, gender expression, and sexual/affectional orientation.
- Policies on sexual harassment prevention cover faculty, staff, and student relationships.
- Non-discrimination policies cover sex, gender identity, and orientation.
- The required core course covers some sexuality-related issues.

- Full-semester courses in queer theology/BGLT issues in religion, sexual ethics, feminist/women's studies, and sexual abuse/violence issues are available either directly through Starr King or through the Graduate Theological Union.
- The faculty, staff, and board of trustees are gender-balanced.
- Students and faculty have hosted worship and on-campus events on sexuality-related issues.
- Faculty, including President Rebecca Parker, have engaged media and published on sexuality-related issues.

Areas for Improvement and Recommendations:

Meadville Lombard

- Adoption of an explicit inclusion policy or statement related to sexuality issues would strengthen policies (e.g. Open and Affirming statement for a seminary that includes sex, gender identity, and orientation).
- Students do not have an opportunity to take a "sexuality issues in ministry" skills course, nor do other schools in the Association of Chicago Theological Schools provide such a learning opportunity.
- New faculty hires should address gender balance among the faculty.

Starr King

- There is no requirement for a sexual harassment prevention training opportunity.
- Students do not have an opportunity to take a "sexuality issues in ministry" skills course, nor do other schools in the Graduate Theological Union provide such a learning opportunity.

Continuing education and support for religious professionals on sexuality issues

Strengths:

Center has included Debra Haffner as a trainer for UUMA chapters since 2006. Only Metro New York and Northern New England have held such a workshop.

Convo included workshops on sexual health and sexual misconduct prevention.
There is coaching available for ministers going into “after pastor” churches.

Boundary issues are minimally covered in the first-year ministers’ workshop.

Areas for Improvement:

Significant numbers of UU ministers report that they did not receive training on sexuality issues, either in seminary or in continuing education. Thirty-nine percent of ministers reported that they do not think their seminaries adequately prepared them to deal with sexuality issues; 31% said they were not adequately prepared to deal with BGLT issues. Recently trained ministers are more likely than those who were trained more than 10 years ago to say their preparation on sexuality issues in seminary was adequate (52% vs. 28%). Still, nearly one third of recent graduates report that they were not adequately prepared.

One-third have not had training on sexual abuse prevention.

Seventy-five percent have not had training in pregnancy options counseling.

Forty percent have not attended programs on safe congregations.

Seventy-nine percent have no training background on counseling about sexuality concerns.

Eighty-one percent do not have certified sex counselors or therapists in their referral networks.

Forty-four percent say that they would like training on these issues; 38% say they would like outside assistance and speakers.

Recommendations

The MFC could consider developing a requirement in preliminary fellowship for a UUA-sponsored “sexuality issues for ministers” one- or two-day workshop.

Center Days, Ministry Days, LREDA, UUMA chapter events, General Assemblies, and districts could offer periodic training workshops on being a sexually healthy religious professional.

Continuing education requirements, if instituted, should include sexual health offerings.

Sexually healthy congregations

Background:

A sexually healthy faith community is committed to fostering spiritual, sexual, and emotional health among the congregation, and to providing a safe environment where sexuality issues are addressed with respect, mutuality, and openness. The building blocks of a sexually healthy congregation are sexually healthy religious professionals,* worship and preaching on sexuality issues, pastoral care, education for youth,* adult education,* welcoming and affirming congregations,* safe congregations,* and social action* that includes sexual justice as a priority.* *

Due to financial constraints, this report did not conduct individual assessments of congregations or interview lay leaders. However, the Ministers' Survey provides information about the types of services, activities, and policies on sexuality that are being offered at the local level, as well as topics covered from the pulpit.

Ministers who serve congregations in any capacity were asked which sexuality-related services were provided. The following table demonstrates the percentage of ministers who say their congregations offer a specific service:

Table A

| | |
|--|------------|
| Relationships w/ community BGLT organizations | 79% |
| BGLT ministries | 78% |
| OWL at some level | 68% |
| Middle school | 66% |
| High school | 42% |
| 4 – 6th grade | 30% |
| K – 2nd grade | 16% |
| Adult | 11% |
| Parent | 6% |
| Young adult | 5% |

* Considered in separate sections of this report.

* Haffner, Debra W. (2001). *A Time to Build: Creating Sexually Healthy Faith Communities*. Westport, CT: Religious Institute on Sexual Morality, Justice, and Healing.

| | |
|--|-----|
| Allow BGLT groups to use building | 64% |
| AR/AO programs | 47% |
| BGLT family support groups | 15% |
| Marriage/couples enrichment | 14% |
| Groups for BGLT teens | 12% |
| AIDS ministries | 9% |
| Groups on divorce | 8% |
| Support groups for survivors of abuse | 4% |

In a further analysis of services offered, urban and suburban congregations were more likely to offer AR/AO programs, AIDS ministries, and marriage/couples enrichment programs, and to allow other BGLT community agencies to use their buildings. Rural congregations were more likely to offer ministry to BGLT people and support groups for families with BGLT members. Larger congregations (those with memberships over 251, and especially those with memberships over 500) were more likely to offer AIDS ministries, AR/AO programs, marriage enrichment, support groups for families with BGLT members and teens, and divorce and survivor groups. Equal numbers of all sizes of congregations offered BGLT ministries.

Strengths:

More than three quarters of UU congregations offer BGLT ministries of some kind.

Almost six in 10 ministers have preached about sexual orientation in the past two years, and one third has preached on transgender issues.

More than two thirds offer some level of OWL programming: two of three at the junior high school level, and four in 10 at the high school level.

Almost half offer AR/AO programming and commitments, and many acknowledged that it includes BGLT issues.

Areas for Improvement and Recommendations:

Many areas of sexuality-related services are lacking in most congregations. With the exception of ministries for lesbian and gay persons, congregations by and large are not actively engaging many of the sexuality issues faced by congregants. And even in the area of lesbian and gay ministries, there is still more that could be done.

Few ministers have preached on sexuality topics other than orientation/identity. Only one in five has preached on domestic violence, one in six on reproductive justice and sexuality education, and fewer than one in 10 on sexual abuse. Nearly one in three (27%) has not preached on any sexuality issue. An annual prize for a sermon on a sexuality issue might encourage more ministers to speak about these issues from the pulpit.

The OWL program is not being taught in significant numbers beyond junior high or high school levels. Support groups and adult education offerings are not generally available for marriage/couples enrichment or self-help groups, nor do most have groups for lesbian and gay teens. In a study completed last year by the Religious Institute, a smaller percentage of UU congregations offer AIDS ministries than any mainline religious denomination.

There is a need to help congregations assess whether they are sexually healthy and responsible. The Religious Institute proposes to develop an online assessment tool for congregations, matching supportive attitudes to programs, policies, and social action. A further step would be to develop a guidebook for UU congregations on being a sexually healthy and responsible congregation.

District offices need to be more engaged in these efforts. There is a need to survey the District Executives and Program Consultants on their knowledge, skills, background, and need for training on sexuality issues, as they are often the “first responders” when congregations face issues related to OWL, sexual misconduct, conflict over welcoming policies, a sex offender at church, etc. There has been no recent training of District Executives or Program Consultants on these issues. Fewer than half of the congregations have a safe congregations team. The development of regional teams with expertise in these areas could also be considered. Experienced and outstanding OWL trainers might provide the core of such a network.

Other sections will address higher accountability and visibility for safe congregation policies (pp. 25-32), promoting the welcoming renewal process (pp. 10-11) and implementation of the full range of OWL curricula (pp. 22-24).

Lifespan sexuality education

Materials Reviewed:

OWL curricula K - Adulthood

Safety packet

Code of Ethics for UU Youth Events

Data submitted by Lifespan Education Office

Strengths:

OWL Curricula! The UUA can be rightfully proud of its leadership of the OWL program, and its multiple curricula. Every age is covered, except for pre-school and senior adults.

According to the OWL consultant, more than 6,500 people have attended OWL trainings in order to be able to teach some level of the curricula. More than 2,000 have participated in the junior high training, and 2,700 have taken a combined junior/high school training. There are more than 80 OWL trainers. Bookstore sales for OWL curricula since 2004 are impressive (refer to Table B below):

Table B

| Level | # Sold |
|--------------------|---------------------------------|
| K-1 | 1064 |
| 4-6 | 1452 |
| Junior High | 2822 |
| 10-12 | 1775 |
| Young Adult | 382 (only available since 2008) |
| Adult | 676 |

According to the Ministers' Survey, 66% of congregations teach OWL junior high school and 42% teach OWL high school. Sixty-eight percent of the congregations teach OWL on some level.

There is an active listserv for OWL trainers and teachers that allows for peer education and review.

The OWL slides became available as a narrated DVD in fall 2009.

Areas for Improvement and Recommendations:

The OWL program has not been significantly updated since its publication. The facts in the junior high program were updated five years ago, but no activities were modified, changed, or added. Current topics that have been identified by Lifespan Education and OWL volunteers that have not been addressed include Internet safety and drug and alcohol use. No other curricula have been updated.

There needs to be a comprehensive review of all of the OWL curricula. Supplements need to be created at least every other year and distributed to every congregation. There needs to be an email database of trained volunteers, so that Lifespan Education can send out regular updates as needed for information and activities.

There needs to be a major update of OWL junior and high school curricula. In addition, the development of a parents' curriculum could be considered to accompany the teen programs.

The OWL program is not as widely adopted by congregations at the elementary school or adult level. According to the Ministers' Survey, 16% of congregations teach K-1, 30% teach 4 -6, 5% teach young adult, and 11% teach adult OWL. Only 6% report using the parent curricula. According to the Director of Lifespan Education, there is still resistance in many congregations to the K-1 program.

Training is only offered to volunteers *before* they teach the program. There are no opportunities for continuing education (beyond the peer-run listserv) or ongoing training. Once trained, there are no additional requirements of leaders.

There has been no new training of trainers – or continuing education for trainers – “in more years than” the director of lifespan education “could remember.”

Ministers have limited involvement with the OWL program. Forty-two percent said they have no involvement with the OWL program in their congregation; only 27% speak to parents during the course of the program. Only 3% have observed the OWL classes being taught in their congregations.

OWL volunteer leaders are not monitored and supervised. Although there have been few complaints about OWL to Lifespan Education staff, it is clear from the listserv postings that there is great variability of skill and expertise among the volunteer teachers.

Continuing education should be available to OWL teachers and to the LREDA members who supervise them. Certified religious educators should be required to attend at least one OWL training. There should be an expectation that the DRE or OWL volunteers create a relationship with a local sexuality education program or certified sexuality educator for at least annual observation and consultation.

The UUA should create an expectation for continuing training experiences at least every three years for educators and trainers. There needs to be an email database for regular updating and support of OWL educators and trainers. As a first step, staff should create an unduplicated database of OWL educators and trainers. No such list currently exists.

The OWL program is now staffed by a 10-hour per week consultant who reports to the director of lifespan education. This was recently expanded to a half-time staff person, who should be directly responsible for monitoring and promoting OWL, including the OWL listserv.

LREDA is an untapped resource for OWL education in our congregations. At least every other year, an OWL update training should be included in regularly scheduled LREDA training programs. LREDA members who are professionally employed by congregations should be engaged in OWL programming, training of local volunteers, and supervision.

Although 72% of the ministers report that their congregations have a youth group, 45% reported that those groups have no guidelines for teens about sexual or romantic relationships at church or during youth group activities. This needs to be a high priority for the youth office to develop a model template and process. Current efforts of the denomination go little beyond “no PDA,” and many young adults have told the report’s author that their first sexual experiences happened at UU events.

The Code of Ethics for Adults and Youth in Leadership Positions needs to be refined, to include clearer guidelines about physical behaviors with youth, participation in games or activities with physical contact, etc. “Inappropriate sexual behavior” (defined now only as sexual intercourse or sexual harassment) must be defined as NO sexual behavior with youth.

The OWL volunteer network could provide a powerful foundation for advocates of community-based sexuality education, although they are currently not being resourced by the Washington, DC office or advocacy programs. OWL educators/trainers should be linked with the UUA’s efforts in national and community advocacy for sexuality education in public schools.

A national evaluation of OWL is being developed by Christian Community, with involvement from Mathematica and Indiana University. UUA staff should be involved in helping create the goals and objectives of this evaluation, the instruments that will be used, and the reports that come from it.

Commitment to sexual abuse and harassment prevention policies and procedures

Materials Reviewed:

2000 report

2000 apology letter

2002 report

Report of the Ad Hoc Task Force on Ethics and Congregational Life, April 2007

Making Our Congregations Safe for Children/Youth, and Vulnerable Adults Screening Forms

Ethics in Congregational Life Program (online)

Process for Handling Complaints of Misconduct: online, UUMA, MFC guidelines

Restorative Justice Manual (January 27, 2010 latest update, copyright 2002)

Speaking Truth to Power: Victims/Survivors of Clergy Sexual Misconduct

The UUMA Guidelines on the Conduct of Ministry, current, July 2010

LREDA Code of Conduct

Musicians Code of Conduct

Administrators Code of Conduct

Human Resources Employee Manual

The Safe Congregation Handbook

Balancing Acts

UUA website materials

Background:

The key components of a sexual harassment/misconduct prevention policy are:

- Clear, shared definitions, including:
 - “Nature of the conduct, whether such conduct is unwelcome, whether such conduct is persistent, pervasive or severe, and context...a pattern of offensive conduct” (Jewish Theological Seminary)
- Clear, shared understanding of ethical sexual and other intimate relationships
- Clear, shared understanding of relationships/behaviors that are inappropriate

- Clear, shared expectations of transparency and knowledge
- Clear levels of grievance procedures
 - Informal/personal: “No thank you. Please stop.”
 - Supervisor: “You must stop.”
 - Official person/body
 - Supervisor/HR
 - Professional Body
 - Investigation
- Possible Outcomes
 - Finding that sexual exploitation or harassment did *not* occur.
 - Formal written reprimand, with defined expectations for changed behavior
 - Recommended or required assessment, counseling, and treatment
 - In case of ministers or staff, referral to other appropriate body
 - Probationary standing
 - Dismissal from board, volunteer role, or job
 - Written summary record

All may apply for false, malicious accusation as well
- Rights of the Victim/Survivor – Clear Restitution

“Just resolution focuses on repairing any harm to people and communities, achieving real accountability by making things right in so far as possible, and bringing healing to all parties.”
(The United Methodist Church)

 - To be heard and taken seriously
 - To be dealt with in a timely manner
 - To be informed about procedure and outcome
 - To be offered an advocate for procedures
 - Reimbursement for associated, time-limited counseling
 - Apology by perpetrator and institution
- Prevention
 - Periodic required training and updates for staff ministers, religious educators and leadership
 - Statement of importance of self care
 - Competencies for ordination for candidates
 - Background check for all new staff/volunteers
 - Disclosure form
 - Requirement to report change

Strengths:

The Safe Congregation Handbook, 2005

Balancing Acts – The UUA is the only denomination that has a manual for congregations on ministering to sex offenders. An online course for religious professionals is available at the UUA website, and has been completed by 336 professionals.

As a result of this study and work during year one of this project, all ministerial candidates beginning in December 2010 will be required to take a sexual harassment prevention/boundaries workshop before seeing the MFC.

As a result of this study and work during year one of the needs assessment project, there is now for the first time a template for an institutional apology to a survivor, and a clear agreement that such an apology will come from the UUA President (without concurrence or direction of the Board of Trustees).

As a result of this study and work during year one of this project, the UUA Human Resource Manual has been completely updated, and there are both updated definitions of harassment and a much clearer policy that contains all of the core elements of a sexual harassment policy. This section could now be the basis for policies throughout the Association.

As of July 2010, the policies now read:

“Harassment in the workplace is unlawful. Any harassment regarding race, color, national origin, religion, age, sex, gender, sexual orientation, or disability will not be tolerated. Such harassment includes unsolicited remarks, gestures or physical contact, display or circulation of written materials or derogatory pictures directed at any of these categories. In addition, sexual advances, jokes, explicit or offensive pictures, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- 1. Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain or maintain employment; or,*
- 2. Submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting such individual’s employment; or,*
- 3. Such conduct or communication is pervasive, severe, and persistent, and has the purpose or effect of substantially interfering with an individual’s employment or creating an intimidating, hostile, or offensive employment environment.*

Resolving Issues

- 1. The best resolution often results when you take personal responsibility and communicate directly and clearly with the person without delay. If possible, immediately tell the person whose conduct is in question to stop the problematic behavior.*
- 2. If the unwanted behavior does not stop, ask your supervisor to be involved to set clear expectations for how the behavior is to change by the person in question. You and your supervisor should then file written reports with Human Resources.*
- 3. Further violations should be brought to the attention of the Executive Vice President or the Director of Human Resources as soon as possible, so that a thorough investigation may be conducted and appropriate action taken. An investigation may include discussions with all involved parties, identification and requesting of witnesses, examination of written or electronic records and documents, requests for written statements, and other appropriate actions.*

In any situation when you are not clear about the appropriate actions to take, contact the Director of Human Resources or the Executive Vice President for guidance.

If the Association determines that harassment occurred, it will take action to end the harassment. Steps and other recommendations may include, but are not limited to, assessments, counseling, or treatment as a condition of employment; other steps may also include, and again are not limited to, warnings, probation, transfers, suspension, and/or termination of employment. Ministers and other religious professionals will also be referred to the appropriate body (i.e., the Office for Ethics in Congregational Life, the Ministerial Fellowship Committee, and LREDA Good Offices). The Association will also offer to the victim of harassment, upon request, limited counseling, a report about what steps have been taken, and a version of the apology if available.

It is unlawful to retaliate against an employee for filing a complaint of sexual harassment or for cooperating in an investigation of a complaint of sexual harassment.

Staff who are found to have made a false claim of harassment will face appropriate disciplinary action, up to and including termination of employment.”

Areas for Improvement:

Many of the recommendations of previous task forces were never implemented. Less than half of the Districts have safe congregation teams, although all were to do so. District Executives have not received specific training in this area. District teams of investigators/liaisons were never constituted, nor was a Crisis Response Team created to help congregations with healing. No pamphlet was ever written for congregations on sexual harassment/misconduct prevention. An Office of Restorative Justice was never established.

The codes of conduct (and therefore definitions of harassment/misconduct) for ministers, religious educators, and musicians differ. See page 31, Table C to compare the different codes. The administrators’ code does not mention sexual boundaries or harassment at all.

The newly revised UUMA guidelines in our opinion do not reflect best practice for single ministers, which would include removing the ministerial relationship before a romantic or sexual relationship is pursued. They also create a double standard based on marital status, and do not require the minister to consider the consequences for the proposed congregant partner. These issues will be discussed with the UUMA Executive Committee in fall 2010.

The Code of Ethics for Adults and Youth in Leadership Positions needs to be refined, to include clearer guidelines about physical behaviors with youth, participation in games or activities with physical contact, etc. “Inappropriate sexual behavior” (defined now only as sexual intercourse or sexual harassment) must be defined as NO sexual behavior with youth.

The processes for investigating and resolving complaints differ for the UUA staff, ministers through the MFC, and ministers through the UUMA. There is no process identified for handling complaints and investigations by LREDA (beyond “confront colleague” and/or report to an LREDA Good Officer or the LREDA Board of Trustees). There is no process for complaints against members of the musicians’ or administrators’ associations. The parallel processes (as determined from the guidelines and procedures reviewed) are presented on page 32, Table D.

The lack of clarity around these issues also exists at the congregation level. According to the Ministers’ Survey:

Seven in 10 congregations do not have safe congregations committees in place. One-third do not have a written safety policy. And among the two thirds that do, 55% don’t publish it in newsletters, membership materials and/or their website, and a third of the ministers don’t know if it’s been published. Eighty percent say that they do not offer education for parents on sex abuse prevention.

One third of the ministers say that they do not have written policies against sexual harassment in their congregation. And of those who do, only 30% have it on their website, and only 37% printed periodically in the bulletin.

The lack of thorough policies results in a lack of good practice on these issues. One third of congregations, according to the ministers, do not screen volunteers for histories of misconduct/abusive behavior and 29% do not screen all employees for their histories. Seventy-eight percent don’t have policies in place for how to respond to a sex offender in the congregation, despite Balancing Acts being published five years ago. Eight in 10 say that they don’t educate parents on sex abuse prevention; 51% do not have sex offender treatment or experts on their referral lists. Only 16% report they have babysitters who are screened, with 36% saying their babysitters are not screened, and the remaining 48% reporting that they don’t know or that they have no babysitters.

Recommendations:

This is clearly the weakest area of sexual health for the denomination, our congregations, and our religious professionals. Although the Religious Institute spent extensive time reviewing materials during this first year of the assessment, there was not the time to interview enough people to completely understand the history of the many complicated reports and the many recommendations that have been made over the past 10 years that have not been adopted. There needs to be a separate analysis/study (perhaps by the Religious Institute or another outside expert) that includes developing a list of all past report recommendations with status and reasons for action not taken. There could also be a separate convening with key stakeholders from the Board, UUA Staff, MPL, MFC, UUMA, LREDA, and selected survivors with the goal of developing a single definition, code of conduct/behavioral expectation, and process for investigating and responding to complaints. (The Religious Institute would be pleased to facilitate such a meeting using our consensus colloquium methodology.)

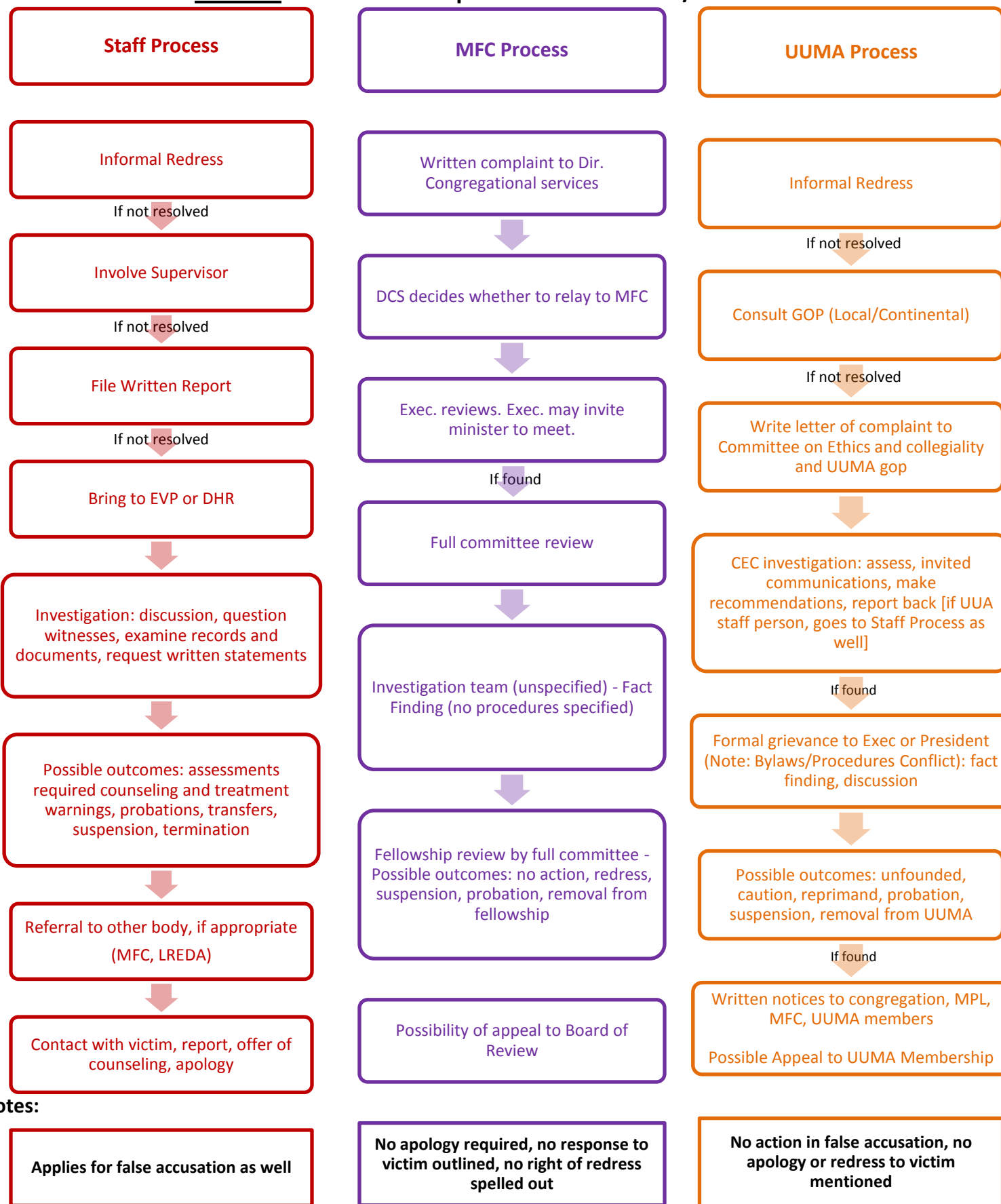
In addition, the following recommendations are suggested:

- A single staff person be identified and publicized to receive complaints about misconduct and harassment related to any UU professional or volunteer acting in their UUA capacity, who reports directly to President or Vice President. A safe congregations committee should be reconstituted in Boston in light of recent staff changes. This committee could decide how next steps in this process are to proceed.
- Develop single statement for code of conduct/behavioral expectations for professionals – staff, ministers, religious educators, musicians, Board of Trustees, and UUA volunteers.
- Develop streamlined, clearly articulated, standard process that would apply to staff, board of trustees, ministers, religious educators, musicians, and administrators. At this time, a minister who works for the UUA who is accused of harassment/misconduct by an employee could be subject to three distinct processes with three distinct outcomes.
- Have the President issue broad-based statement and apology to victims/survivors of misconduct; announce new actions taken in 2009-10 (MFC requirement, new staff policies, institutional apology template and procedure) and the next steps the UUA will take to make this area a higher priority.
- Develop annual training for staff, MFC Executive Committee members, UUMA and LREDA officers on how to evaluate complaints of possible misconduct/harassment.
- Prominently place new procedures and commitments on a separate section of website. Have it linked from home page.
- Consider a separate website on these issues (see The United Methodist Church dedicated website, www.umsexualethics.org. This website includes instructions for filing a complaint, definitions, denominational policies, sample congregation policies, opportunities for sexual ethics training workshops, guidance for self reporting, responses, and a pamphlet for distribution by congregations. It does not yet include steps for the investigation, which would be helpful if the UUA were to have its own resource of this kind.)
- Revise Religious Education materials on sexual boundaries.
- Revise the Code of Ethics and Adults and Youth in Leadership Positions.
- Develop stronger outreach promotion and expectations on safe congregations policies to all congregations—models, trainings, higher visibility, importance expressed by President and congregational leadership.
- Consider recommendations on past violations project.

Table C

| Definitions of Appropriate Conduct |
|---|
| Staff/Human Resources Employee Manual <p><i>“Such harassment includes unsolicited remarks, gestures or physical contact, display or circulation of written materials or derogatory pictures directed at any of these categories. In addition, sexual advances, jokes, explicit or offensive pictures, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:</i></p> <ol style="list-style-type: none"> <i>1. Submission to such conduct or communication is made a term or condition either explicitly or implicitly to obtain or maintain employment; or,</i> <i>2. Submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting such individual’s employment; or,</i> <i>3. Such conduct or communication is pervasive, severe, and persistent, and has the purpose or effect of substantially interfering with an individual’s employment or creating an intimidating, hostile, or offensive employment environment.”</i> |
| Ministers/UUMA Code of Conduct <p><i>“I will not engage in sexual contact or sexualized behavior with any minor child or unwilling adult. I will not engage in sexual contact or sexualized behavior in potentially exploitive relationships, including with any person I am counseling, with interns, and with any staff person I supervise directly or indirectly except my spouse or partner. I will respect the relationships of those to whom I minister, and not engage in sexual contact or sexualized behavior with any married or partnered client or member of the congregation, agency or enterprise I serve, or with the spouse or partner of a client or member of the institution. If I am married or in a committed partnership I will not engage in sexual contact or sexualized behavior with any person whom I serve professionally except my spouse or partner. In pursuing any special personal relationship of friendship or romance with a client or member of the congregation, agency or enterprise I serve, I will recognize the potential negative consequences for my ministry and/or the institutional system and I will consider the advice of colleagues.”</i></p> <p>Notes:</p> <ul style="list-style-type: none"> • MFC bylaws have no definitions in this area; the above is from UUMA Code of Conduct, Current Version. • The above guideline was approved by the UUMA in June 2010. The need to examine the “consequence” for the “other person and the congregation” was eliminated. |
| Religious Educators/LREDA Code of Conduct <p><i>“Examples of such abuse would be sexualized behavior with any child, adolescent, or vulnerable adult seeking advice or comfort; sexualized behavior with any adult who is in another committed relationship; sexualized behavior with interns or youth advisors.”</i></p> <p>Notes:</p> <ul style="list-style-type: none"> • No statement on involvement with single adults in congregation or marital status of religious educator. • No process beyond confront colleague and report to GOP or LREDA BOT |
| Musicians/Musicians Code of Conduct <p><i>No sexual behavior with any child, adolescent, vulnerable adult seeking advice, any adult in another committed relationship, colleagues serving my congregation.</i></p> <p>Note:</p> <ul style="list-style-type: none"> • No statement on involvement with a single adult congregant. |
| Administrators/Administrators Code of Conduct <p>Note:</p> <ul style="list-style-type: none"> • Nothing on sexuality, sexual boundaries, or harassment. |

Table D: Process for Complaints of Misconduct/Harassment



Notes:

Commitment to sexual justice in the public square

Materials Reviewed:

UU World magazine: Last three years

UU World Online 2009

Beacon Press and Skinner House catalogs

All statements of witness/other statements/resolutions on sexuality issues since 1970

Last year of *UU World Online* for numbers of stories with sexuality content

Last three years of President's columns in *UU World* magazine

All press releases

GA program books, 2007, 2008, 2009

Strengths:

During the past 40 years, the Unitarian Universalist Association has passed 89 resolutions and statements of witness on sexual justice issues. These statements have largely been in response to public events and present a remarkable commitment in the public square to sexual justice.

Sexual justice issues have been a focus of public witness for the UUA for the past two Presidential administrations. Of 109 press releases on the website issued in the past five years, 44% were on a sexual justice issue. (Twenty-four percent were on marriage equality; 11% other BGLT issues; and 10% other sexual justice issues.)

Coverage of the UUA in the general press heavily featured UU involvement in sexuality issues during the past nine years. Thirty-nine percent of articles that mentioned the UUA were about a sexual justice issue, with 19% on marriage equality and 5% on other BGLT issues. See Table E below.

Table E

| Topic | # of stories (Total press mentions on website=1,236) | % of stories |
|---|--|--------------|
| Marriage Equality | 250 | 19% |
| Bisexual, Gay Lesbian, Transgender Issues | 60 | 4.9% |
| Sexuality Education | 28 | 2% |

| | | |
|-----------------------------|----|------|
| Health (Care) | 22 | 2% |
| Global HIV/AIDS | 14 | 1% |
| Hate Crimes | 14 | 1% |
| Reproductive Health | 9 | 0.7% |
| Abortion Rights | 8 | 0.6% |
| Gender Justice | 8 | 0.6% |
| Accessibility-Sex Offenders | 4 | 0.3% |
| Adoption Rights | 1 | 0% |

Eighty-five percent of the ministers (and 82.7% of congregation ministers) report that their congregation has a social action committee. During the past two years, 114 churches held at least one community forum on a sexual justice issue, most often on marriage equality.

The ministers have a strong public commitment to BGLT issues, in particular marriage equality; these issues are covered two to three times more than other sexuality issues. Eighty-three percent of the ministers have spoken publicly about marriage equality in the past two years. Similarly, 58% of ministers have preached on sexual orientation and a third on transgender issues.

UU ministers are actively involved in a broad range of advocacy for sexuality issues. Almost half say they are engaged with the national Religious Coalition for Reproductive Choice (RCRC), and 47% are members of the Human Rights Campaign. Far fewer are involved with their state and local affiliates on these issues; only one in 10 works with a local Planned Parenthood affiliate, and only one in five works with a state RCRC chapter.

Beacon Press is publishing books with sexuality themes: six (20%) of the 30 books in the 2009 Beacon Press Fall Catalog deal with a sexuality-related issue, broadly defined.

Areas for Improvement:

Press releases and coverage could be offered on a broader range of sexuality issues beyond marriage equality and bisexual, gay, lesbian and transgender issues (see Table E above).

Fewer than half (44%) of ministers report that the social action programs make sexual justice a stated priority.

Less than one quarter of ministers have spoken out on abortion (22%) or sexuality education (23%) in the public square. Almost one third (27%) have not preached about any sexuality issue from the pulpit,

and fewer than one in five have publicly addressed domestic violence (19%), reproductive justice (15%), sex education (17%), or sexual abuse (10%).

Only 10% of ministers report that there is a congregational policy on abortion, 4% on sex education, and 6% on AIDS.

UU World magazine has by in large not addressed sexuality issues. The Religious Institute reviewed *UU World* magazines from 2006 through 2009. Of 34 feature stories, **none** addressed a sexuality topic. Of 61 sub-feature articles (forum, congregation life, and reflections), one was on transgender issues. (One was on global social entrepreneurship of women and one was on stem cells.) Using the most generous interpretation of three sexuality-related articles, sexuality issues were covered 3% of the time. (If one counts only the transgender article, it is 1 %.) Forty-three percent of the articles are authored by women. Presidential messages did not mention any sexual justice issues in 2006 or 2007; one 2008 issue did, and one 2009 issue did.

UU World Online also is not addressing sexuality issues. None of the 19 feature articles from summer 2008 through December 2009 addressed a sexuality issue. Only six (3.4%) of 176 departmental stories did, four out of those six on marriage equality.

Skinner House Books has not addressed sexuality issues. Only six (4.2%) of the 144 books in Skinner House's 2009 catalog deal with a sexuality issue, broadly defined. Only one of the featured books does. On the back list, only five (3.8%) of 132 books do.

The bookstore is carrying only a few sexuality-related books. Excluding the 16 OWL-related curricula and books, only 20 (3.5%) of 558 books listed in the bookstore catalog are about sexuality issues.

General Assembly has not had a significant amount of programming around sexuality issues during the past three years. The below Table F of GA programs demonstrates that issues related to gender (women's and men's roles) and BGLT issues dominate discussion of sexuality issues. In 2010, there were 3 sessions based on the celebration of the 200th birthday of Margaret Fuller, which explains a third of the increase.

Table F: General Assembly Programs

| Topic | 2007 | 2008 | 2009 | 2010 |
|------------------------|-----------|----------|----------|-----------|
| Women, Men, Gender | 7 | 3 | 2 | 9 |
| BGLT issues | 7 | 1 | 4 | 7 |
| Sex Education/OWL | 1 | 2 | 1 | 0 |
| Sexuality more broadly | 2 | 0 | 0 | 2 |
| TOTAL | 16 | 7 | 7 | 18 |

General Assembly books include a statement on inclusive language, but do not include a separate statement against sexually harassing behaviors. This should be developed and included as a separate section in the program book.

Recommendations:

- Continue past Presidents' high level of involvement in public witness on broad range of sexual justice issues, including sexuality education, reproductive choice, marriage equality and BGLT full inclusion. Maintain high level of visibility in press and coalitions.
- Integrate sexuality education in schools and reproductive justice into Standing on the Side of Love.
- Raise visibility of sexuality issues in *UU World* magazine, print and online, and set goals for article focus of at least 10% annually.
- Encourage Skinner House to publish in these areas and UU Bookstore to expand its offerings on sexuality issues.
- Increase programming on a broader range of sexuality issues at General Assembly.
- Develop materials for social justice committees on sexuality issues, expanding beyond the primary BGLT focus.
- Develop a statement for the General Assembly book on a safe, sexually non-harassing GA.

RECOMMENDATIONS

All recommendations in bold are no or low cost.

Overall

- Stakeholders' Meeting to discuss this report, and criteria for a sexually healthy and responsible UUA, and to prioritize recommendations.
- If funding is available, consider creating a new staff position, Minister for Sexuality Education and Justice, modeled on the United Church of Christ's headquarters position. This person could be responsible for OWL, provide additional staffing on BGLT concerns, and perhaps become the key point of contact for harassment and misconduct prevention.
- Develop national directory of UUs with expertise in broad range of sexuality issues, for congregations, districts, Board of Trustees, response teams, and so on.
- Create national network of UU consultants/resource persons for congregations, districts, etc.
- Consider developing networks of best OWL trainers to be UU regional teams on sexuality issues.

Policies, bylaws, procedures support sexual health/full inclusion

- **Revise section C-2.3 of the bylaws, with the proposed C-2.4 as an addition not a replacement.**
- **Change non-discrimination to full inclusion in all materials; make changes so that all are trans-inclusive.**
- **Modify the 2004 "Personnel Policy Manual for Religious Organizations" to be consistent with Human Resources Employee Manual changes.**
- **Develop and distribute templates for full inclusion policies to congregations.**

Full inclusion of women in denomination leadership

- **Re-assess revised staffing with gender balance in mind.**
- **With new staff hires, prioritize adding men to administrative/clerical areas and women to financial management areas.**
- **Continue commitment to gender balance on Board of Trustees, committees, and district staffing.**

Full inclusion of BGLTQI persons

- Additional staffing needed. **New OBGLTC Director should be named.**
- Update and republish *Welcoming Congregation Handbook*, now 11 years old.
- Promote Interweave materials to congregations.
- Develop materials on intersex and gender-variant children.
- **Update all fact sheets on website.**
- Create more materials and programming on transgender and bisexual issues.

- Create more materials and expectation for congregations working with BGLTQ teens and young adults.
 - **Promote congregational renewal of welcoming process after five years.**
 - **Encourage congregations to undertake increased outreach for BGLT members.**
- Also, see Congregations below.

Sexually healthy religious professionals

- As a result of this project, the Ministerial Fellowship Committee voted unanimously to require a new sexuality competency for all ministers, effective December 2010, including a requirement for each candidate to have taken a sexual harassment prevention learning opportunity. **There needs to be a one to two hour training for the MFC on how to assess candidates on the new sexual health competency.**
- **Develop materials for candidates, including a list of sexual harassment prevention learning opportunities, sexuality classes, and resources to read.**
- Develop training for UUA staff, district executives and program consultants, interim ministers, Center Days, UUMA and LREDA, district meetings, General Assemblies, regional trainings.
- **LREDA should consider sexuality competency for credentialed religious educators.**

Sexually healthy seminaries

- Meadville Lombard
 - **Adopt explicit inclusion policy/statement on sexuality issues.**
 - Create an opportunity for students to take a sexuality issues in ministry skills course.
 - **Address gender balance among faculty with new hires.**
- Starr King
 - **Create requirement for a sexually healthy prevention training opportunity.**
 - Create an opportunity for students to take a sexuality issues in ministry skills course.

Continuing education and support for religious professionals

- Consider developing requirement in preliminary fellowship for “Sexuality Issues for Ministers” workshop.
- At UUA and UUMA events, workshops and assemblies, offer regular training workshops on being a sexually healthy religious professional.
- Include sexual health offerings in continuing education requirements, if instituted.
- Create a sexual health and education requirement in religious educators’ credentialing.

Sexually healthy congregations

- Create annual prize for a sermon on a sexuality issue.
- Create materials for congregations in adult education offerings, preaching, and support groups.

- **Develop assessment tool for congregations.**
- **Survey District Executives and Program Consultants on their knowledge, skills, background, and need for training on sexuality issues and offer training.**
- Develop safe congregation teams in every district or at a minimum, every region.
- **Encourage higher accountability and visibility for safe congregation policies, emphasis on welcoming renewal process, implementation of full range of OWL curricula.**

Lifespan sexuality education and support

- Create system for required training updates every three years for educators and trainers.
- Create database of OWL educators and trainers.
- Create email system for regular updating and support of OWL educators and trainers.
- Major update of OWL junior and high school curricula.
- Develop parents' curriculum to accompany junior high school OWL.
- Consider survey to discover why most congregations do not offer K-1, 4-6, young adult and adult OWL and what would encourage them to do so.
- **Encourage ministers to have greater involvement and awareness about OWL.**
- **Institute partnerships with local sexuality organizations for monitoring and supervision of OWL programs.**
- Develop continuing education opportunities for OWL teachers and LREDA supervisors.
- Require certified religious educators to attend at least one OWL training.
- Engage LREDA members in OWL programming, volunteer training and supervision.
- Additional staffing needed for OWL support.
- Conduct OWL update training in regular LREDA trainings.
- Develop networks of best OWL trainers to become UU regional teams on sexuality issues, train to lead Sexually Healthy Congregations and Safe Congregations workshops, including misconduct investigators and advocates.
- **Develop model template and process for establishing sexual behavior guidelines in youth groups.**
- **Link OWL educators/trainers with national and community advocacy for sexuality education in public schools.**
- **Participate in national evaluation of OWL.**
- Consider identifying funding for OWL midlife and senior curricula.

Commitment to sexual abuse and harassment prevention policies and procedures

- Needs separate study.
- **Develop listing of all past report recommendations with status and reasons where action not taken.**



These activities are in the year 2 Religious Institute grant from the UU Veatch Program.

- Needs key stakeholders convening of its own with key participants, include some survivors, have President address.
- **One individual identified to handle complaints about misconduct and harassment, who reports directly to President or Vice President.**
- **Reconstitute a safe congregations committee at 25 Beacon St.**
- Develop single definition of expected behaviors and misconduct, and single code of conduct for all professionals – staff, ministers, religious educators, musicians, Board of Trustees, volunteers.
- Develop streamlined, clearly articulated, standard process for responding to complaints and allegations— apply to staff, Board of Trustees, ministers, religious educators, and other professionals.
- **Have President issue broad-based statement and apology to victims of misconduct at GA 2010 and announce new procedures or task force.**
- Develop annual training for new staff, MFC Executive Committee, UUMA and LDREDA members on how to evaluate complaints of possible misconduct/harassment.
- **Prominently place new procedures and commitments on separate section of website.**
- Consider separate website on these issues (see The United Methodist Church dedicated web site, www.umsexualethics.org).
- Revise religious education materials on sexual boundaries.
- Revise UUMA guidelines for single ethic for married and single ministers.
- **Revise the Code of Ethics for Adults and Youth in Leadership Positions.**
- **Develop stronger outreach promotion and expectations on safe congregations policies to all congregations—models, trainings, higher visibility, importance expressed by President and congregational leadership.**
- Consider recommendations on past violations project.

Commitment to sexual justice in the public square

- **Continue past Presidents' high level of involvement in public witness on broad range of sexual justice issues, including sexuality education, reproductive choice, marriage equality and BGLT full inclusion. Maintain high level of visibility in press and coalitions, and seek coverage of a broader range of sexuality issues.**
- **Integrate sexuality education in schools and reproductive justice into Standing on the Side of Love.**
- **Raise visibility of sexuality issues in *UU World* magazine, print and online; set goals for article focus of at least 10% annually.**
- Encourage Skinner House to publish in these areas and UU Bookstore to expand its offerings on sexuality issues.
- **Increase programming on broader range of sexuality issues at General Assembly.**
- Develop materials for social justice committees on addressing sexuality issues, expanding from primary BGLT focus.
- Develop a statement for the General Assembly program book on a safe, sexually non-harassing General Assembly.

Appendices

Materials Reviewed:

Overall

- UUA bylaws
- Human Resources Employee Manual, 2010 Update
- A Personnel Policy Manual for Religious Organizations/Office of Church Staff Finances
- Staff, Board of Trustees, District Executive lists
- UUA website
- Organization chart
- Ministers’ Survey

Full inclusion of BGLTQI persons

- Welcoming Congregations Handbook*
- Living the Welcoming Congregation*
- Fact sheets

Religious Professionals

- The UUMA Guidelines for the Conduct of Ministry*
- LREDA Code of Conduct
- Musicians Code of Conduct
- Administrators Code of Conduct
- MFC policies
- MFC rules
- MFC reading list
- Starr King & Meadville completed *Sex and the Seminary* survey

Lifespan Sexuality Education

- OWL curricula

Safety packet

Code of Ethics for UU Youth Events

Data submitted by Lifespan Education Office

Sexual Abuse, Harassment and Prevention

2000 report

2000 apology letter

2002 report

The Safe Congregation Handbook

Report of the Ad Hoc Task Force on Ethics and Congregational Life, April 2007

Making Our Congregations Safe for Children/Youth, and Vulnerable Adults Screening Forms

Ethics in Congregational Life Program (online)

Process for Handling Complaints of Misconduct: online, UUMA, MFC guidelines

Restorative Justice Manual (January 27, 2010 latest update, copyright 2002)

Speaking Truth to Power: Victims/Survivors of Clergy Sexual Misconduct

Balancing Acts

Publications/Public Witness

UU World magazine: Last three years

UU World Online 2009

Beacon Press and Skinner catalogs

All statements of witness/other statements/resolutions on sexuality issues since 1970

Last year of *UU World Online* for numbers of stories with sexuality content

Last three years of President's columns in *UU World* magazine

All press releases

GA program books, last four years

People Interviewed:

Jory Agate

Lee Barker

Gini Courter

Judith Friediani

John Hurley

Rob Keithan

Keith Kron

Janette Lallier

Harlan Limpert

Beth Miller

Rob Molla

Kay Montgomery

Peter Morales

Mary Katherine Morn

Fred Muir

Rebecca Parker

Meg Riley

Tracey Robinson-Harris

About the Author and Religious Institute

Founded in 2001, the Religious Institute is a national, multifaith organization dedicated to promoting sexual health, education and justice in faith communities and society. The Religious Institute partners with clergy and congregations, denominations, seminaries, national advocacy organizations, and sexual and reproductive health communities to promote:

- Sexually healthy faith communities
- Full equality of women and of lesbian, gay, bisexual and transgender persons in congregations and communities
- Comprehensive sexuality education
- Reproductive justice
- Sexual abuse prevention
- HIV/AIDS education and prevention

The mission of the Religious Institute is to develop a new understanding of the relationship between sexuality and religion. This mission involves:

- Developing and supporting a network of clergy, religious educators, theologians, ethicists and other religious leaders committed to sexual justice.
- Building the capacity of religious institutions and clergy to provide sexuality education within the context of their faith traditions.
- Helping congregations, seminaries and denominations to become sexually healthy faith communities.
- Educating the public and policy makers about a progressive religious vision of sexual health, education and justice.

More than 5,000 clergy, professional religious educators and counselors, denominational and interfaith leaders, seminary presidents, deans and faculty members, representing more than 50 faith traditions, are members of the Religious Institute's national network.

Debra W. Haffner is the co-founder and executive director of the Religious Institute. A sexologist for more than thirty years, she was ordained as a Unitarian Universalist minister in 2003. She is the endorsed community minister at the Unitarian Church in Westport, and is a member of the Ministerial Fellowship Committee.

For more information about the Religious Institute, visit www.religiousinstitute.org.

Presenter : Jim Key

Start Time : 12:00 PM

Item No : 6

Proposed By : Stephanie Carey Maron

Time Req : 60

Proposed : 3/25/2014

Item Type : Break/M meal Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Lunch

Details :

Attachments :

No Attachments

Presenter : Natalia Averett**Start Time :** 1:00 PM**Item No :** 7**Proposed By :** Stephanie Carey Maron**Time Req :** 60**Proposed :** 3/25/2014**Item Type :** Information Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 2 | <p>The President of the Unitarian Universalist Association of Congregations [UUA] shall minister to and lead the Association, in all its full and rich diversity, in order to implement the shared vision of the covenanted community as adopted by the Board of Trustees in collaboration with the President, hereinafter known as the Shared Vision (ENDS).</p> <p>Furthermore, and in all instances, the President shall not cause nor allow any practice, activity, decision, or operation which is in violation of the Bylaws of the Association, commonly accepted business practices, professional ethics or which is imprudent or unlawful, except where Unitarian Universalist principles, as set forth in the Bylaws, are at risk.</p> | 402001 |
| 2.1.4 | Shall not fail to institutionalize an ongoing system to acknowledge and respond to sexual, discriminatory or other misconduct by persons employed as paid staff, by members of our professional ministry, or by volunteers of the Association. | 402055 |
| 2.2.1 | Shall not fail to provide a process for dealing with congregational complaints. | 402415 |
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none"> 1. Our member congregations 2. Current and future generations of Unitarian Universalists 3. The heritage, traditions, and ideals of Unitarian Universalism 4. The vision of Beloved Community 5. The Spirit of life, love, and the holy | 403072 |

Description : Professional Boundaries Update**Details :** with Natty Averett and Sarah Lammert**Attachments :**

| Title | Created | Filename |
|----------------------------|--------------|--|
| Gap Analysis on Misconduct | Apr 13, 2014 | Report_to_the_UUA_Board_Gap_Analysis_on_Misconduct.pdf |

Report to the UUA Board: Reviewing UUA Policies and Procedures for working with Victims of Misconduct by UU Religious Professionals: a Gap Analysis

The Rev. Sarah Lammert, Director of Ministries and Faith Development March 31, 2014

Brief History of UUA Task Forces on Misconduct and Sexual Health

Two major task forces have been convened by the UUA to review and recommend policies and procedures regarding the prevention and response to sexual misconduct. The first, which completed its work in 2000, involved some false starts and confusion about who should own the problem – UUA staff or a task force made up of representatives of various stakeholders. Ultimately the work done was incredibly valuable and offered some first real steps in both institutional accountability and restorative justice for victims. In 2010 a second effort led by the Rev. Debra Haffner of The Religious Institute served to broaden the framework of the conversation from focusing on responding to misconduct to a more comprehensive plan for building a “Sexually Healthy and Responsible UUA.” Her plan includes an emphasis on prevention (for instance requiring better training for ministers on sexual health and boundaries) and on broader sexual justice issues such as advocacy for the LGBTQIIA community. She found that while the UUA is a leader in some areas of sexual justice, there were still key areas to be addressed. In 2013 a petition by a group called Safety Net called on UUA leaders to focus on assessing and improving our response to victims of misconduct.

Changes Recommended and Implemented

- The Office of Ethics and Safety in Congregational Life was created in 2002. An intake person outside of the Ministries Department (now Ministries and Faith Development) was designated as a more neutral, safe person to report to, and a dedicated phone line was installed. A Consultant for Ethics in Congregational Life was contracted to work with complainants and investigate claims.
- A commitment was made to assign an advocate (also called “liaison support”) to official complainants. The role was envisioned as a counterpart to the Good Officer role for religious professionals – someone who could guide the victim in terms of UUA process and advocate for their rights during any proceedings.
- Many resources were generated to support safe congregations. These are aggregated on [uua.org](http://www.uua.org/safe/index.shtml) under the heading of Safe Congregations (<http://www.uua.org/safe/index.shtml>) . The process for filing a complaint is explained; and links are provided to reports of like “Restorative Justice for All” and “Towards a Sexually Healthy and Responsible UUA” as well as other resources like “Balancing Acts” which identifies steps for congregations to take to create safe congregations (including working with sex offenders who may come to congregations). The UU World regularly reports on relevant issues, and *Interconnections* highlights resources as well.
- The UUA partnered with Church Mutual to provide risk assessment tools to congregations.
- Trainings in safe congregations are available on line, through districts and often at General Assembly.
- A public apology to victims/survivors was made by the UUA at the Nashville GA. A letter of apology was generated to send to victims by the UUA President when appropriate .

- A file summary was added to the information offered to congregational search committees to offer greater transparency about the contents of ministerial records.
- The MFC Executive Secretary keeps complainants informed when there are disciplinary hearings, and shares the outcomes of those hearings with the complainant. The MFC Chair and Secretary inform congregational leaders about such outcomes and keep key district staff in the loop.
- The MFC added a Sexual Health, Sexual Boundaries, Sexual Justice competency for ministerial candidates. The Religious Institute offers an online course for ministers and other religious professionals, and there are additional required readings for ministerial candidates.
- The UUMA strengthened its ethical code regarding sexual ethics and the MFC is holding ministers responsible for that standard.
- The UUA strengthened its inclusion and non-discrimination policy and its sexual harassment policies and training for staff.
- The UUA re-invested and re-committed to keeping Our Whole Lives up to date, training adequate facilitators, and providing staff support for this program. We continue to revise OWL and are currently adding an OWL program for elders.

Gaps in Implementation

- There is some confusion about when and how advocates are assigned for complainants. While the intention was to assign such an advocate at an early stage, currently advocates are only offered to official complainants of professional misconduct.
- No training of advocates has been held since 2000. No list of current advocates is available to staff.
- Policies and procedures regarding the handling of complaints is not as transparent or easily accessed as one might hope for. While the information is on uua.org, some victims might find it confusing to figure out who to call – in their own congregations, their districts or regions, or at the UUA.
- District staff are not regularly trained in how to be helpful to victims of misconduct and models are lacking for the healing of congregations in the wake of misconduct.
- When ministers self-report instances of misconduct there is no investigation called for in MFC policies and thus there is a reliance upon the minister to provide the data upon which a decision is made about the misconduct.
- The MFC and UUA staff have inadequate knowledge of laws regarding current standards of professional practice or sexual assault.
- There continues to be a greater emphasis on the process of adjudicating the complaint than on pastoral care of the victim and congregation, or on addressing public safety.
- There is no means of holding congregations accountable to having solid safe congregation policies and procedures and there is confusion in congregations about the difference between unhealthy secrecy and confidentiality. There is a lack of understanding in congregations about the ethical standards of ministry.

- There is appearance of conflict of interest at times because the MFC (and MFD staff supporting the MFC) has a role in ministerial formation as well as disciplinary proceedings.

Recommended Actions

- Offer the Safe Congregations Intake person and Consultant for Ethics in Congregational Life greater discretion around offering to provide an advocate to a person considering filing a complaint of ministerial misconduct, or to an individual who provides information about their victimization but does not step forward as the official complainant.
- Hold a training for 5-10 advocates and maintain a roster of trained advocates within the Office of Ethics in Congregational Life [depends on funding of approximately \$10-15K].
- Develop models for working with congregations on healing and wholeness following incidences of professional misconduct by staff members; train interim and developmental ministers in “after pastor” ministry; regularly train district staff in working with both victims of misconduct, other forms of sexual violence, and with congregations struggling with a variety of issues related to sexually healthy and safe congregations.
- Hold trainings every three years for key UUA staff and MFC members in sexual ethics, boundaries, and legal standards.
- Continue work to develop an incentive program for designated “Safe and Sexually Healthy Congregations.”
- Add an obvious direct link from the uua.org home page to the Safe Congregations resource page.

Presenter : Jim Key

Start Time : 2:00 PM

Item No : 8

Proposed By : Stephanie Carey Maron

Time Req : 30

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3.7 | Board committees, when used, will be assigned so as to reinforce the wholeness of the Board's job and so as never to interfere with delegation from Board to President. Accordingly: | 404305 |

Description : MFC Competencies Report

Details : with Howard Dana

Attachments :

No Attachments

Presenter : Jim Key

Start Time : 2:30 PM

Item No : 9

Proposed By : Stephanie Carey Maron

Time Req : 15

Proposed : 3/25/2014

Item Type : Break/M meal Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Break

Details :

Attachments :

No Attachments

Presenter : Jim Key

Start Time : 2:45 PM

Item No : 10

Proposed By : Stephanie Carey Maron

Time Req : 15

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 3.6.1.1 | <p>The Moderator is the Chief Governance Officer (CGO). The CGO assures the integrity of the Board's process and, secondarily, represents the Board to outside parties. Accordingly, the CGO is responsible for:</p> <ul style="list-style-type: none">- Ensuring that the Board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization.- Ensuring that the Board discusses only those issues that, according to Board policy, clearly belong to the Board to decide, not the President.- Ensuring that deliberation is fair, open, and thorough, but also timely, orderly, and kept to the point. | 403990 |

Description : Moderator's Report

Details :

Attachments :

| Title | Created | Filename |
|--------------------|--------------|------------------------------------|
| Moderator's Report | Mar 25, 2014 | Moderator's Report April 14 v1.pdf |

Moderator's Report

April 1, 2014

Jim Key
UUA Moderator
Chief Governance Officer

April 1, 2014

Report to the UUA Board of Trustees

My attention since the last board meeting has been primarily focused on five major activities: planning for GA General Sessions, assessing Restorative Justice processes, reviewing and understanding the Business Resolution on Fossil Fuel Divestment, collaborating with senior staff on Ends Interpretations, and coordinating with the Living Legacy Project on arrangements for a 2015 Board meeting in Alabama.

GA General Sessions – Understanding that there will be 12.5 hours available for general sessions compared with 23 in 2013, I have been working with Donna Harrison and others to ensure our business can be conducted within that time. We have communicated with traditional presenters to keep their presentations short, demonstrate how they link to our Ends and the GA Love Reaches Out theme, and engage the delegates with questions they might want to reflect on. (Addendum 1)

The Board will be asked to approve the Business Agenda at the April meeting.

Restorative Justice – Following conversations I had with complainants last year about clergy misconduct, I have had several conversations with the MFC, “after pastors”, staff, Safety Net representatives, and other professionals to understand our current process for handling complaints. Meetings are scheduled in April to further our understanding, which I hope will lead to a process that will provide a more compassionate hearing for both the complainant and the accused.

Natty Averett will update the Board at the April meeting.

Business Resolution – The proposed business resolution on fossil fuel divestment has been placed on the Tentative Agenda and will be discussed at our April board meeting.

April 1, 2014

I have invited the chairs of the Investment and Socially Responsible Investment committees to participate as well as those with a range of views to better inform the board.

Ends Interpretation – A team established by the board (Donna Harrison, Rob Eller-Isaacs, and me) has been meeting with Eric Craymer and senior staff to review the ends interpretation document.

The staff will present the Ends Interpretation at the April Board meeting.

2015 Board Meeting in Alabama – I have been working with the [Living Legacy Project](#) (LLP) to establish specific dates for our Spring board meeting in 2015. As discussed at our last board meeting, we will be meeting in Alabama to honor and remember the UUA Board's recess of their meeting in 1965 to reconvene in Selma at the [Edmundite Mission](#) in solidarity with the Voting Rights march from Selma to Montgomery.

The current expectation of LLP is to welcome people to Birmingham Thursday afternoon, March 5, 2015, and to have programming that evening, followed by a full day of programs in Birmingham on Friday, March 6. It is likely that Saturday, March 7, will include programs in Birmingham as well as in and around Selma, with a return to Birmingham Saturday evening. On Sunday afternoon we expect the gathered Unitarian Universalists to take part in the march from Brown Chapel across the Edmund Pettus Bridge.

I will ask a trustee to work with the LLP and Convention Planning Staff to coordinate our Board meeting with 50th Anniversary events.

Other activities - Concurrently with the activities noted above, I have been engaged with many stakeholders about the work group initiatives of the Board, which include GA Proposal Planning, Policy Review, Linkage, Reviewing Committees, Inclusion and Empowerment, and Emerging Congregations and Communities.

These initiatives will be updated at the April Board meeting by the assigned conveners.

April 1, 2014

Meetings with congregations

- Fourth Universalist Society of New York, delivered homily
- One Island Family, Key West, delivered homily
- Cedar Lane UU Church, Bethesda, attended installation of Rev. Abhi Janamanchi
- The Unitarian Church in Charleston, delivered homily
- UU Fellowship of the Peninsula, Newport News, delivered homily
- First Parish in Concord, conducted town hall meeting and delivered homily

Meetings with committees and organizations

- Beacon Benediction, Boston, attended
- UUA Staff Chapel, Boston, delivered homily
- Western Florida Cluster, Clearwater, delivered homily
- Tidewater Cluster, Newport News, delivered keynote and workshop
- Monthly meetings of the Executive Committee of the Board of Trustees

Addendum 1

Dear (Committee Chair Name) -

I am writing to you to let you know about some changes that I am making in how we manage time in the General Sessions (Plenary) at General Assembly. In response to the feedback from delegates, we are cutting back significantly the time delegates will spend in General Sessions. This reduction will allow more time for programming, networking, worship, and fellowship...what most delegates and others to General assembly cherish the most. In addition, as part of its work to transform the governance of our association, the Board is working to change the nature of the conversations that we have at GA and focus more of our time together on the issues and questions that have the most impact for our association and our faith going forward. Moreover, after updating the Ends of the Association last year, the Board is working to assure that delegates will continually deepen their understanding of how the work done by various organizations within the UUA system leads to the achievement of the Global Ends (see attached.)

These changes have some practical implications for the reports that are presented to the delegates during the General Sessions at Providence GA. This year we have 12 hours of General Session time, down from 23 hours in 2013. This is a significant decrease, and the Board and I have determined that, other than the reports required

Moderator's Report

April 1, 2014

by our bylaws, no organization will be guaranteed time in the General Session to deliver a report. We are asking all organizations who would like to present a report to the delegates to submit a proposal to the Board by March 14. We will review all proposals relative to the General Session time available and respond by March 31. All reports that are required by our Bylaws will be granted General Session time, although it may not be as long as has been the practice in previous years. For other proposed reports, priority will be given to reports that support the following criteria: reports that help delegates develop a robust understanding of how the work of the proposing organization supports achievement of the UUA Global Ends; reports that pose significant questions or issues that the delegates should consider in future gatherings; and reports that clearly link to the theme of this GA, which is "Love Reaches Out." Additionally, we encourage all organizations to have only one person present their report and limit it to 250 words.

As you prepare the proposal please provide the following information:

- Describe the organization.
- Who will speak for the organization?
- Is your report required by the UUA Bylaws?
- What is the role your organization plays in helping the Association achieve the Ends (attached)?
- How will your presentation tie to the theme of Love Reaches Out?
- What important questions or issues will be posed by your presentation for the delegates to consider?
- Why is it important that you make a presentation at General Assembly? Are there other ways that this information could be provided to those who are interested?

Please send your responses to Stephanie Maron at scarey@uua.org. Stephanie is the administrative support for the UUA Board. If you have any questions, you may direct them to our vice moderator, Donna Harrison (dharrison@uua.org) or me at jkey@uua.org.

Also attached are two documents that will detail the requirements for all speakers relative to logistics and script deadlines. These requirements are essential for our ARAOMC review and closed captioning preparation.

I am looking forward to hearing back from you! We are committed to offering the delegates a different and faster paced general sessions than in the past and general sessions that are assessable and inclusive by and to all.

James C. Key (Jim), Moderator
and Chief Governance Officer
jkey@icloud.com

Presenter : Donna Harrison

Start Time : 3:00 PM

Item No : 11

Proposed By : Stephanie Carey Maron

Time Req : 15

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 3.6.3.1 | <p>The role of the First Vice Moderator/Board Coordinator is to:</p> <ul style="list-style-type: none">- Assist with Board of Trustees agenda planning and scheduling of Board work.- Participate in leading Board of Trustees meetings.- Assumes the CGO role in the event of death, disqualification, resignation or removal of the CGO. | 404224 |

Description : Vice-Moderator's Report

Details :

Attachments :

| Title | Created | Filename |
|-------------------------|--------------|---|
| Vice Moderator's Report | Apr 03, 2014 | Vice Moderators Report April 2014 REVISED.pdf |

Vice Moderator's Report - REVISED
April, 2014

1. I have prepared the beginnings of a Trustee calendar of events for GA2014, and this is attached as Attachment 1. I am asking that each of the Board members think about additional events that you believe should be included on the Trustee schedule for GA2014. I will send a request for calendar items in early May, and I will have the final calendar available prior to our June meeting.
2. We need to make a modification to Delegate Guide for GA2014. You may recall that at GA2013, Moderator Gini Courter announced that for the Rules of Procedure that were proposed and adopted for GA2013, Board Members would be treated as delegates. This announcement was needed because under our Bylaws, the Board is not entitled to delegate credentials unless they are otherwise credentialed (e.g., by their congregations) and yet the delegate guide only allows delegates to speak without special action by the moderator or the assembly. The Board concluded last year that we do want the Board to be able to speak at GA when it is appropriate for a Trustee or the Financial Advisor to do so. I have developed proposed language in our Delegate Guide for GA that will clarify and accommodate this. The proposed Delegate Guide, including the change (shown in red) is Attachment 2 to this report. I have also reviewed the Rules of Procedure that were adopted last year, and I don't see any needed change. These are attached for informational purposes as Attachment 3.
3. We inadvertently omitted several C Bylaws changes from the GA Tentative Agenda that we will need to include on the Final Agenda along with an apology for the oversight. These are the changes for C-10.6 and C-10.7:

Underlining indicates insertion; brackets indicate deletion.

Section C-10.6. Authority to Hold Funds [Held] for the Benefit of Others.

[With the approval of the Board of Trustees, the] The Association may hold for investment and distribution funds [belonging to or] given to the Association for the benefit of a member congregation, associate member organization, independent affiliate organization, or other Unitarian Universalist organization [organizations].

[Such funds may be invested in the General Investment Fund of the Association unless they are subject to specific restrictions which require some other form of investment.]

Section C-10.7. Responsibility for [Investments] Funds Held by the Association.

(a) Board of Trustees. The Board of Trustees shall have ultimate responsibility for investing the funds [belonging to or] held by the Association.

(b) President. The President shall invest the endowment funds held by the Association in the Unitarian Universalist Common Endowment Fund LLC.

[b] (c) Investment Committee. The Investment Committee shall **[supervise] manage** the **[investments of] endowment funds held by** the Association, subject to control by the Board of Trustees.

Board of Trustees Schedule for GA2014

Draft 1

March 24, 2014

Board Meeting: Tuesday June 24 – Wednesday June 25

Wednesday June 25

General Session I: 7:30 – 9:30 pm

Thursday June 26

General Session II: 8:00 – 8:30 am

Program Session #1 10:15 – 11:30

Conversation with the Board & Candidates: All Board members should attend unless they are presenting in another session. Room RICC 551

Program Session #2: 12:30 – 1:45

Proposed CSAs Part 1. RICC 551

Presidential Search Committee Hearing. Omni Narragansett AB

Presentation & Discussion of the COA's New Topic. RICC 554

Program Session #3: 2:15 – 3:30

Proposed CSAs Part 2. RICC 551

Structures of Love & Justice, sponsored by the Board and the CCCE. RICC 552

Ministerial Credentialing in a Changing World, sponsored by the MFC RICC 552

Generous Spirits: Transforming Stewardship sponsored by the UUA Stewardship & Development Office. RICC 553

Program Session #4: 4:00 – 5:15

All Hearts on Deck: UUA Leadership sponsored by the Appointments and Nominating Committees, RICC Ballroom E

Synergy Worship 7:30 – 9:00

Friday June 27

General Session III: 8:00 – 9:45

Program Session #5: 10:15 – 11:30

Budget Hearing RICC 551

Enacting the Principles & Purposes: The Board's Story. RICC 553

Program Session #6: 12:30 – 1:45

Mini Assembly on proposed Bylaws changes. RICC 551

General Session IV: 2:15 – 4:30

Program Session #7: 5:00 – 6:15

Business Mini Assembly on Proposed Business Resolution on Socially Responsible Investing. RICC 551

Service of the Living Tradition 7:30 – 9:00

Saturday June 28

General Session V: 8:00 – 9:45

Program Session 8: 10:15 – 11:30

Mini Assembly on the Proposed Actions of Immediate Witness. RICC 552, 553

Board Workshop on Strengthening GA: RICC 551

Program Session #9: 12:30 – 1:45

General Session VI: 2:15 – 4:30

Ware Lecture 5:00 – 6:00

Worship & Witness, WaterFire 7:30 – 12:00

Sunday June 29

General Session VII: 8:00 – 10:30

Sunday Morning Worship: 11:00 – 12:30

General Session VII: 1:30 – 3:30

Closing Celebration: 3:30 – 4:00

Monday June 30

Board Meeting in the morning

The Delegate Guide for GA is predicated on the idea that the Board of Trustees will be issued delegate cards. However, the Bylaws do not actually provide for board members to be delegates independent from their congregations. The attached modifications to the GA Delegate Guide would recognize that Board members (Trustees and the Financial Advisor) are not necessarily delegates but are allowed to speak at the microphones.

Purpose

General Assembly: A Meeting of Congregations is an annual opportunity for delegates from member congregations to affirm, promote, and practice the democratic process while conducting the business of the Association.

Rules of Procedure are adopted at the start of the Assembly. They are printed (as proposed but not necessarily as adopted) in the GA Agenda. The Rules of Procedure are designed to help the delegates effectively represent their congregations.

Speaking in Plenary

Before speaking you must be recognized by the Moderator, and to be recognized you must be at a microphone. The Moderator recognizes you by referring to the microphone ("I recognize the delegate at the Pro microphone...").

Any delegate or member of the Board of Trustees may speak; non-delegates other than members of the Board of Trustees need the consent of the Moderator or vote of the Assembly to admit the speaker to the floor. (This happens only rarely.) Once recognized, identify yourself (name and congregation from which you are a delegate), e.g., "I'm Chris Doe from the UU Congregation of Great City, Ohio."

Be succinct and remember you have only two minutes. You may speak on a motion only once as long as others wish to speak.

Speaking time is limited. Do not speak if your point has already been made by another speaker. Be respectful of other delegates by only speaking when you have something important to add to the discussion.

There are four microphones: pro, con, procedure and amendment

To speak in favor - go to the pro mike.

To speak against - go to the con mike.

To make an amendment – go to the amendment Table for assistance.

To raise a procedural issue, go to the procedure mike.

Procedural questions are limited to:

Parliamentary inquiry

Points of order and information

Question of privilege

Motions to extend or limit time of debate, change the order of business, recess, or adjourn.

Time used on procedural issues is included in the time set for debating the item on the floor. Procedural issues must be raised at the Procedure microphone. They take precedence over discussion.

The amendment mike is used only for making an amendment that has first been processed at the Amendment Table.

Debate

There must be 15 minutes of discussion allowed on the motion as printed (or as presented by the Board of Trustees or Commission on Social Witness) before an amendment may be proposed unless the Rules of Procedure specify otherwise. If no one is standing at a microphone to speak on the motion as presented, this time may be shortened. The Moderator alternates recognizing speakers at pro and con microphones.

After 15 minutes of debate, amendments may be presented. Debate takes place on each amendment until it is resolved. Only one amendment may be presented at a time. (You can't amend an amendment.)

An amendment may be to insert new words, delete words, or to delete and insert. Each amendment may cover only one subject. An amendment may not change a non-business resolution into a Business Resolution; for example, you can't add language to an Action of Immediate Witness that requires specific action from congregations or the UUA Board or staff. Before an amendment may be presented to the delegates, it must be presented in writing at the Amendment table next to the Amendment mike (see also "Mini-Assembly" below).

Some motions must be filed prior to the opening of a session, particularly ones concerning the budget. See Rules of Procedure in the Final Agenda for deadlines and place for filing them.

Motions of Amendment to items on the Agenda, Actions on Reports, etc., may be made as part of the debate. Be careful that your motion does not change the meaning so much that it is a substitute rather than an amendment. At times, you may make a substitute motion but must recognize it as such.

Voting

Delegates vote by:

Voice (call for ayes and nays)

Uncounted show of voting cards

Counted show of voting cards

Written ballot

The Moderator is responsible for determining whether a motion passed or failed. A delegate who disagrees with the Moderator's determination may come to the procedural microphone and ask for a counted vote. At least 99 other delegates must support the request to force the counted vote.

It is crucial that you bring your voting card with you to each Plenary Session. Voting cards are difficult to replace, if lost, and you cannot vote without your card. As a delegate, you may not give your voting card to anyone else to use.

Mini-Assembly

A Mini-Assembly is an opportunity for delegates to propose amendments to resolutions on the final agenda and to the proposed Actions of Immediate Witness admitted to the final agenda. It's an opportunity to discuss the proposed amendments, and, for the Statement of Conscience, to work collaboratively with other delegates to draft amendments. Mini-Assemblies save plenary time and permit freer debate than plenaries do. It is not possible to offer an amendment to a business resolution, bylaw change, rule change, or social witness statement during plenary debate if it was not submitted for consideration at the appropriate Mini-Assembly.

There is a Mini-Assembly scheduled for the bylaw and rule changes listed on the final agenda. All Mini-Assemblies are listed in the program.

After a Mini-Assembly and before voting in a Plenary Session, the Board of Trustees may incorporate proposed amendments into a Business Resolution or a Bylaw and the Commission on Social Witness may incorporate proposed amendments into a Statement of Conscience or an Action of Immediate Witness. For Statements of Conscience, the Commission on Social Witness is required to report all amendments to the GA delegates. The Commission on Social Witness can prioritize the amendments, including the order of their presentation at the amendment microphone in Plenary. If you wish to modify the Statement of Conscience, plan to attend the entire Mini-Assembly and work collaboratively with other delegates to suggest amendments.

Budget Hearing

At the Budget Hearing questions may be answered, but no motions may be made. Motions to modify the budget must be made in writing by the time announced in the Rules of Procedure

in the GA Office (INSERT GA OFFICE LOCATION) by 5:00 pm on Saturday, for consideration Sunday. . Budget motions, if adding funds to an item or proposing new spending, must specify which other specific categories are to be reduced. See Rule G-10.1.4.

Statements of Conscience

Based on feedback from the Mini-Assembly, the Commission on Social Witness may recommend that the delegates change the length of time the statement is debated before amendments are in order.

Debate is limited to 12 minutes per amendment.

Actions of Immediate Witness

Sometimes significant actions, events, or developments occur that delegates may wish to address immediately. The process for admitting Actions of Immediate Witness to the agenda means that congregations commonly have no opportunity to consider and discuss them in advance of General Assembly, so care should be taken to only submit Actions of Immediate Witness that could not otherwise be accommodated in the Congregational Study/Action Issue process. Consult Article IV, Section 4.16 (b) (1) of the UUA Bylaws for the criteria for an Action of Immediate Witness.

How many Actions of Immediate Witness may be admitted to the Agenda? No more than three.

How can a delegate place an Action of Immediate Witness on the Agenda? Pick up the required cover sheet and petition form for signatures at the Commission on Social Witness (CSW) booth in the Exhibit Hall. Submit a copy of the AIW at the CSW booth for posting by 5:00 p.m. on Thursday. Then begin collection of signatures from other delegates.

Submit the

AIW with the required number of delegate signatures to the CSW at the GA Office by 5:00 p.m. on Friday. See the cover sheet for directions, requirements, and deadlines.

What happens then? The Commission will review the AIWs to determine if they meet the criteria for an AIW. The Commission will select no more than six from among those submitted which meet the criteria for an AIW. The Commission on Social Witness screens proposed Actions of Immediate Witness according to the criteria of grounding, fit and opportunity as well as significance, timeliness and specificity (see bylaw section 4.16). Preference is given to proposed Actions of Immediate Witness that emerge from a documented group process. These will be submitted to delegates for admission to the Agenda at the Saturday morning Plenary Session. After consideration of proposed amendments at a Mini-Assembly, each AIW will be voted on by the delegates for adoption by the General Assembly at a Plenary Session on Sunday.

To Get Your Questions Answered

Play fair. The guidelines that follow are not subterfuges for you to use to get around time limits. They are designed to make you more knowledgeable and effective.

Point of Information. Raise a point of information when you want to get information, not give it. A delegate may request "Point of Information" from any microphone. It's exactly that: a request for information such as "On what are we voting?" or "What is the cost to the UUA of this motion?" Your question cannot be a statement, and no preface except your identification is permitted.

Point of personal privilege. Raise a point of personal privilege when your ability to do business is being hampered. Any delegate may request a Point of Personal Privilege. You go to the procedural microphone and say "Point of Personal Privilege" and wait to be recognized by the Moderator. After recognition, identify yourself and state your point (no statement, no argument or preface, just the bare request), such as "It is not possible to hear from the pro microphone" or "Our section was not counted."

Point of procedure. You use this for questioning parliamentary procedure. A delegate may interrupt debate by going to the procedural microphone and saying "Point of Procedure" and wait to be recognized. A sample point is "Is this not an amendment to an amendment?" or "Was a vote taken?"

Need information? Have a question about the status of the Agenda, a business matter, procedures, etc.? Ask a member of the Board of Trustees. They will be identifiable on the floor of the Assembly during each Plenary Session.

Do you have an amendment? Are you unhappy with wording? Time constraints preclude more than two or three amendments to an item being considered in plenary. Preliminary work on agenda items is completed in the Mini-Assembly.

Committee of the Whole

When the Assembly is debating a particularly complex or difficult question (there may be two, three, or four alternate versions or ideas) the Moderator may decide, or a delegate may move, that the Assembly move into a "Committee of the Whole" to consider the subject. If done, the Rules of Procedure are eased and the Assembly now acts as a committee.

A person other than the Moderator may occupy the Chair.

Discussion may take place without motions.

The only motions allowable are motions to amend, adopt, or reconsider.

Non-binding straw votes may be taken.

The formality of pro/con microphones is somewhat relaxed.

You may speak only once on a topic in a discussion unless no one else wishes to speak.

Time limits are relaxed or do not exist unless the "Committee" sets them.

Once the Committee of the Whole has decided what it wants to do, a delegate moves that the Committee of the Whole "rise and report" specifying the agreed-upon result. The Moderator takes the Chair, and the Plenary Session of the General Assembly is again in session. The motion formulated in the Committee is reported and vote is taken immediately, without debate or possibility of amendment.

Rules of Procedure**Rule 1. Order of Business**

Consideration of and action upon items must proceed in the order set forth in the Final Agenda unless during the meeting that order is changed by majority vote.

Rule 2. Means of Voting

So long as a quorum is present, action on any question, unless the Bylaws otherwise provide, will be decided in the first instance by an uncounted show of hands/voting cards. If the Moderator wishes a counted vote or if a delegate requests it and the Moderator determines that at least 25% of the delegates present join in the request, the vote must be counted. Except for Congregational Study/Action Issues (Rule 11) and selection of AIWS for inclusion on the final agenda, no vote will be taken by written ballot unless the delegates order a written ballot by a two-thirds vote. Provided a quorum is present at each Plenary Session, all matters submitted to a vote of the delegates will be determined by the number of votes cast by delegates present and voting on the matter. The required proportion of votes cast by delegates to approve any action or resolution will be as set forth in the Bylaws or Rules or these Rules of Procedure.

Rule 3. Minutes

The Board of Trustees will approve the minutes of the General Assembly Plenary Sessions, which will be prepared by the Recording Secretary in consultation with Legal Counsel.

Rule 4. Presentation of Items

The provisions of Rule 5 notwithstanding, the Board of Trustees and/or the Commission on Social Witness will, at their discretion, move the item as printed on the Final Agenda or move an amended version of the item.

Rule 5. Amendments

Except for clarifying amendments, amendments to the main motion and motions to refer, table or to call the question will not be in order until there has been at least fifteen minutes of debate, if that much is needed, on the merits of the main question as moved. Amendments to a business resolution, a bylaw, a rule, or a proposed amendment must be submitted for consideration at the appropriate Mini-Assembly in order to be offered in the plenary session. No amendment or other change to any motion under consideration will be entertained unless it is submitted in writing on forms prescribed by the Moderator, who may, however, waive this requirement.

Rule 6. Time Limits

The following time limits are imposed on all business transacted by the Assembly except as otherwise provided in these Rules for Actions of Immediate Witness, Congregational Study/Action Issues, and UUA Statement of Conscience. If, however, there is no objection from the floor, the Moderator may grant minor extensions of time. Any time limits imposed by this rule may be extended by a two-thirds vote.

No person may speak on any motion for more than two minutes, and not more than once, so long as there are others who have not spoken who desire the floor, except that persons having special information may, with the permission of the Moderator, reply to questions.

Thirty minutes is allowed for discussion of any proposed bylaw or rule amendment, resolution, or action on a report that is on or admitted to the Final Agenda. Whenever possible, the discussion time will be equally divided between proponents and opponents through equitable recognition of speakers at microphones designated Pro and Con and off-site delegates.

A motion to call the previous question on the main motion shall not be in order if there are potential speakers at both Pro and Con microphones or in the off-site queue and the original or extended time for discussion has not expired. A motion to call the previous question on a motion to amend the main motion is in order after 10 minutes of discussion concerning the amendment.

Rule 7. Microphones

Pro and Con Microphones. Usage of the microphones designated “Pro” or “Con” and off-site “Pro” and “Con” queues is limited to statements in support of or in opposition to motions.

Amendment Microphone. Usage of the microphone or off-site queue designated “Amendment” is limited to presenters of motions and members of the Board of Trustees who may use the microphone only for:

- 1) making an amendment to a main motion or another amendment, provided the motion is otherwise in order
 - 2) using such additional time remaining under Rule 6, if any, to speak in support of the amendment; and
 - 3) stating the Board of Trustees’ position at the outset of debate on those items on the Final Agenda on which the Board takes a position.
- c) Procedure Microphone. All other matters must be brought to the Procedure microphone or queue.

Rule 8. Committee of the Whole

At any stage of the meeting, the Moderator, without a vote of the Assembly, at his or her discretion from time to time may order the meeting resolved into a Committee of the Whole or reconvened in regular Session. While the meeting is acting as a Committee of the Whole, the following Special Rule will apply:

The Presiding Officer, without a vote of the Committee of the Whole, may permit reconsideration of any action taken by the Committee of the Whole and other departures of the Rules of Parliamentary Procedure if it appears to him or her that the work of the Committee of the Whole will thereby be expedited.

When the General Assembly is reconvened, the only motion in order will be to adopt the recommendation of the Committee of the Whole. A motion recommended by the Committee of the Whole will not be subject to amendment, debate, or delay.

Rule 9. Budget Motion

Any motion concerning the 2013 - 2014 budget that is to be made at the time provided for such motions during the formal business sessions must be filed in writing at the General Assembly Office not later than 5:00 p.m. Saturday. All such motions must provide for reductions in specific other categories of spending equivalent to the increase in spending recommended in the motion. Adoption of the motion requires a two-thirds vote.

Rule 10. Resolutions and Actions not on the Final Agenda

A Resolution or Action not on the Final Agenda may be considered only under the following circumstances:

under Bylaw Section 4.16, which permits the addition of Actions of Immediate Witness to the Agenda and consideration of non-substantive resolutions;

under Bylaw Section 4.16(d), which permits the addition of Responsive Resolutions in response to a substantive portion of a report by an officer or committee reporting to the Assembly.

The author of a Responsive Resolutions must notify the Moderator in writing of the title and content of his/her Responsive Resolution as soon as it is practical to do so, but not later than 6:00 p.m. on Saturday for Responsive Resolutions based on reports delivered in plenary sessions 1-7. A resolution submitted to the Commission on Social Witness for consideration as an Action of Immediate Witness may not be submitted as a Responsive Resolution.

Rule 11. Congregational Study/Action Issues

Pursuant to Bylaw Section 4.12(a): In a year in which Congregational Study/Action Issue(s) are proposed, up to five Congregational Study/Action Issues may be presented to the General Assembly. A sponsor of a Congregational Study/ Action Issue determined by the Commission on Social Witness to be eligible for consideration will have two minutes to speak in support of obtaining the vote necessary to be selected as the Congregational Study/Action Issue referred for study. Following the presentation by the sponsors for all Congregational Study/Action Issues eligible for consideration, time will be provided for up to four additional statements of support for each Congregational Study/Action Issue. Persons wishing to speak shall use the microphone or off-site queue designated for the Congregational Study/ Action Issue for which he/she advocates.

After debate concerning the proposed Congregational Study/Action Issues, a written or electronic ballot, prepared by the Commission on Social Witness, will be used to receive the vote of the delegates for which one of the Congregational Study/Action Issues will be referred for study. The Congregational Study/Action Issue receiving the highest number of votes among all Congregational Study/Action Issues shall be referred for study providing, however, that if no Congregational Study/Action Issue receives a majority of the votes cast, then a second vote shall be taken between the two Issues receiving the highest number of votes cast in the initial election.

Rule 12. UUA Statement of Conscience

In a year in which a UUA Statement of Conscience is proposed, one hour will be allowed for debate.

The Commission on Social Witness may recommend for delegate approval by majority vote an amount of time for the Statement to be debated before amendments are in order. If no such recommendation is proposed and approved, no amendment shall be in order unless there has been at least 30 minutes of debate, if that much is needed, on the merits of the proposed UUA Statement of Conscience.

A motion to amend a proposed UUA Statement of Conscience is not in order in the Plenary Session unless it first was presented to a Mini-Assembly as described in Rule 4.12.4. Up to twelve minutes will be allowed for the debate of an amendment.

The Commission on Social Witness will have the discretion to prioritize the amendments including their presentation at the amendment microphone in Plenary.

Rule 13. Actions of Immediate Witness

The proposed Action of Immediate Witness must be in writing.

A copy for posting at the Commission on Social Witness booth in the Exhibit Hall must be delivered to the booth in the exhibit area no later than 5:00 p.m., Thursday, so that proposals may be made available for viewing prior to the filing deadline.

The copy to be filed must have attached signatures showing the requisite delegate support specified in Bylaw Section 4.16(c)(3) and must be filed with the Commission on Social Witness in the General Assembly Office by no later than 5:00 p.m. Friday.

The Commission on Social Witness will provide a summary of up to six proposed Actions of Immediate Witness that meet the criteria during Saturday morning's plenary.

Each sponsor of a proposed Action of Immediate Witness determined by the Commission on Social Witness to be eligible will have two minutes to speak in support of obtaining a vote supporting the admission of the action to the agenda.

Delegates will vote by ballot for up to three AIWs that they would like to see added to the final agenda.

After the tellers count the ballots, the CSW chair will make a motion to add to the agenda each of the three proposed AIWs with the most votes. Those that receive a two-thirds vote are admitted to the Final Agenda for a vote at a subsequent Plenary Session.

The motion to admit is not debatable and requires a two-thirds vote of support.

A motion to amend an Action of Immediate Witness is not in order in the Plenary Session unless it first was presented to a Mini-Assembly, as described in Bylaw Section 4.16(c)(5). The Commission on Social Witness will have the discretion to prioritize the amendments including their presentation at the amendment microphone in Plenary.

Up to twenty minutes will be allowed for debate, if needed, on each proposed Action of Immediate Witness admitted to the final agenda. No amendment shall be in order unless there have been at least twelve minutes of debate, if that much is needed, on the merits of the proposed Action of Immediate Witness.

Debate and voting on adoption of an Action of Immediate Witness will occur during Plenary on Sunday. Adoption must be by two-thirds vote, as specified in Bylaw Section 4.16(c)(6). Proposed AIWs are not in competition with one another as are proposed Congregational Study/Action Issues. Each of the proposed AIWs admitted to the Final Agenda may be adopted or rejected by the delegates.

Rule 14. Amending the Rules of Procedure

These Rules of Procedure will be adopted by a two-thirds vote and may be amended, suspended, or repealed during the course of the Assembly only by a two-thirds vote, except for the preceding Rule 9, the amendment, suspension, or repeal of which requires a four-fifths vote.

Rule 15. Adjournment

The final business session of the 2013 General Assembly will be adjourned no later than 6:00 pm on Sunday, June 23.

Presenter : Susan Ritchie**Start Time :** 3:15 PM**Item No :** 12**Proposed By :** Stephanie Carey Maron**Time Req :** 15**Proposed :** 3/25/2014**Item Type :** Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 3.6.3.3 | <p>The responsibilities of the Secretary of the Association are defined in the Bylaws in various sections of Articles VIII, IX, and X, and in various sections of the Rules with number headings 3, 4, 6, and 9.</p> <p>In addition to these responsibilities, the Secretary shall:</p> <ul style="list-style-type: none">- Maintain the UUA Governance Manual, assuring that all policies will be reviewed at least once in five years. | 404242 |

Description : Secretary's Report**Details :****Attachments :**

No Attachments

Presenter : Jim Key**Start Time :** 3:30 PM**Item No :** 13**Proposed By :** Stephanie Carey Maron**Time Req :** 30**Proposed :** 3/25/2014**Item Type :** Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 2.13.8 | [The President] Shall not operate without ensuring that youth are integrated into leadership at all levels of the association, including the establishment of clear targets for successful youth participation in leadership roles throughout the UUA. | 449875 |

Description : Youth and Young Adult Ministry Report**Details :** with Carey McDonald**Attachments :**

| Title | Created | Filename |
|---------------------------|--------------|---|
| Youth Leadership Overview | Apr 14, 2014 | Youth Leadership Presentation for UUA Board FINAL - 4.10.14.pdf |



Youth Leadership Overview

Board of Trustees Meeting – April 10, 2014

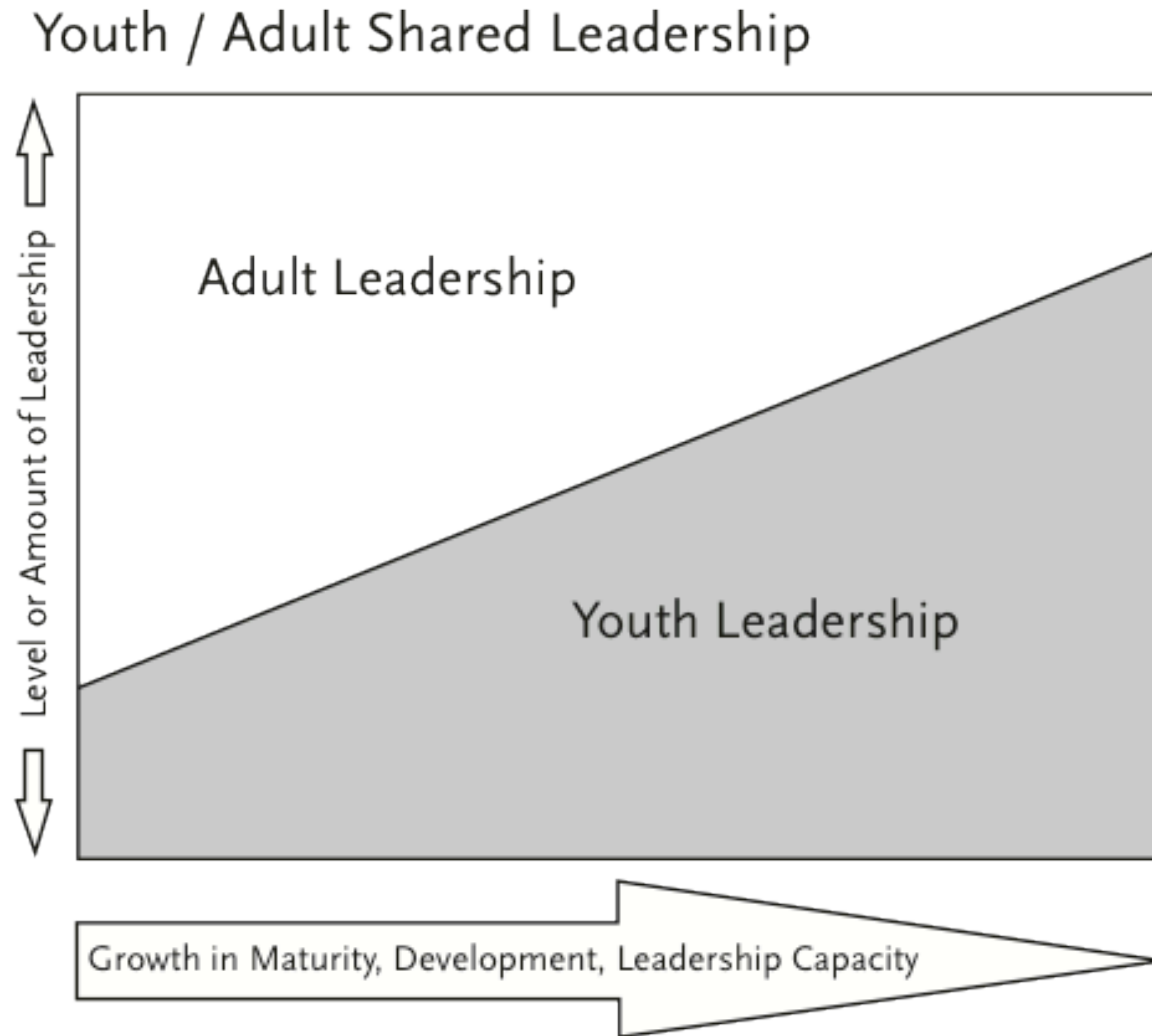
Carey McDonald, Youth and Young Adult Ministries Director



What is youth leadership?

- Youth is defined as high school aged, or the equivalent for other school settings
- Focus of 2.13.8 policy – “The President shall not... operate without ensuring that youth leadership is integrated within our Association at all levels”
- Leadership is a core aspect of youth ministry
- Leadership is shared between youth and adults, and this understanding has evolved over time

Spectrum of Shared Leadership





Background of UUA youth leadership

- 2005-07 – Consultation on Youth Ministry
 - Taskforce convenes (2005)
 - Surveys, local conversations (2006)
 - Summit (2007)
- 2008 – YRUU Steering Committee ends
- 2008 – Youth and Young Adult Empowerment Resolution
- 2008-09 – Youth Ministry Working Group
- 2009 – Mosaic Project for youth and young adults of color
- 2009-now – New, networked approach to youth leadership



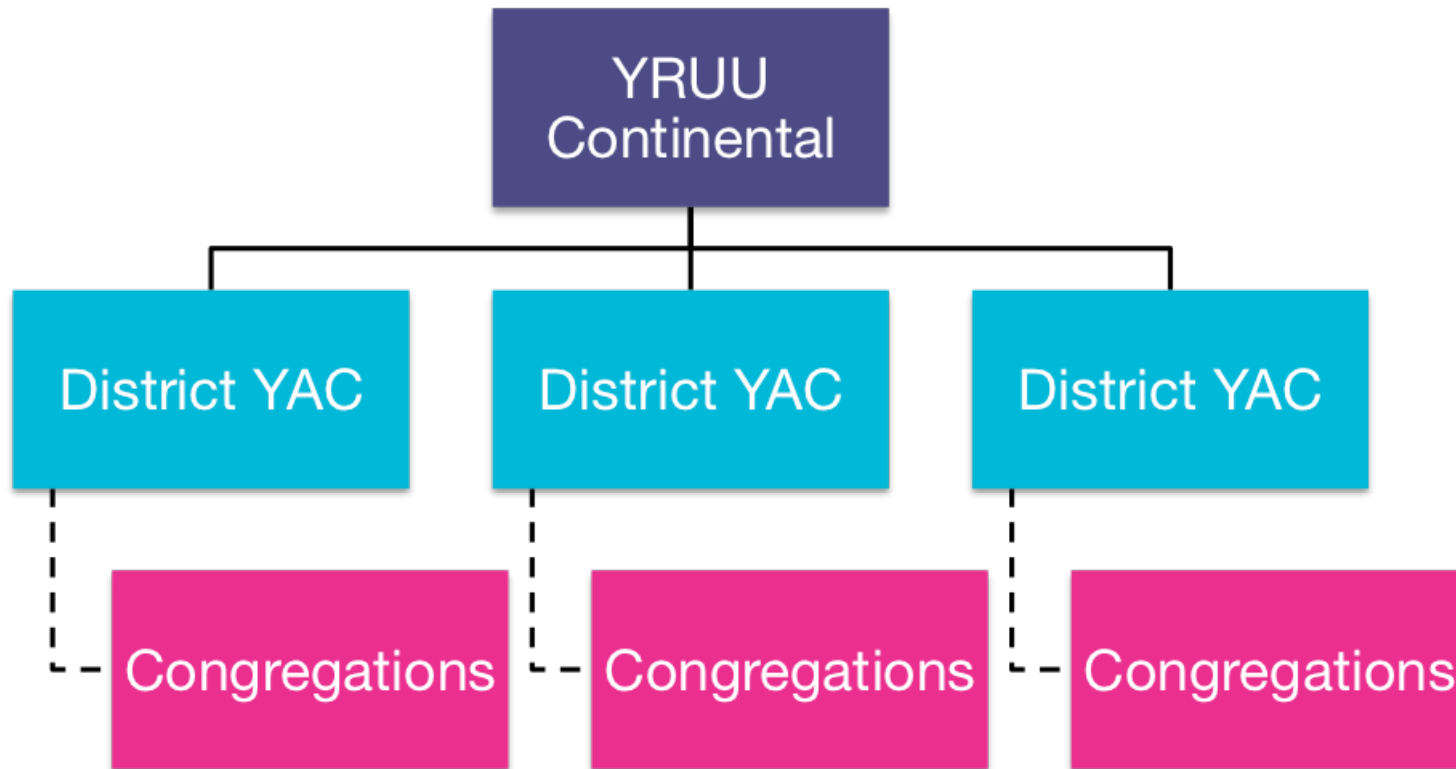
UUA youth leadership today

- Reflects the 2005-09 re-envisioning process which called for dynamic, multicultural, multigenerational and inclusive youth ministry
- Emphasis on congregational youth ministry

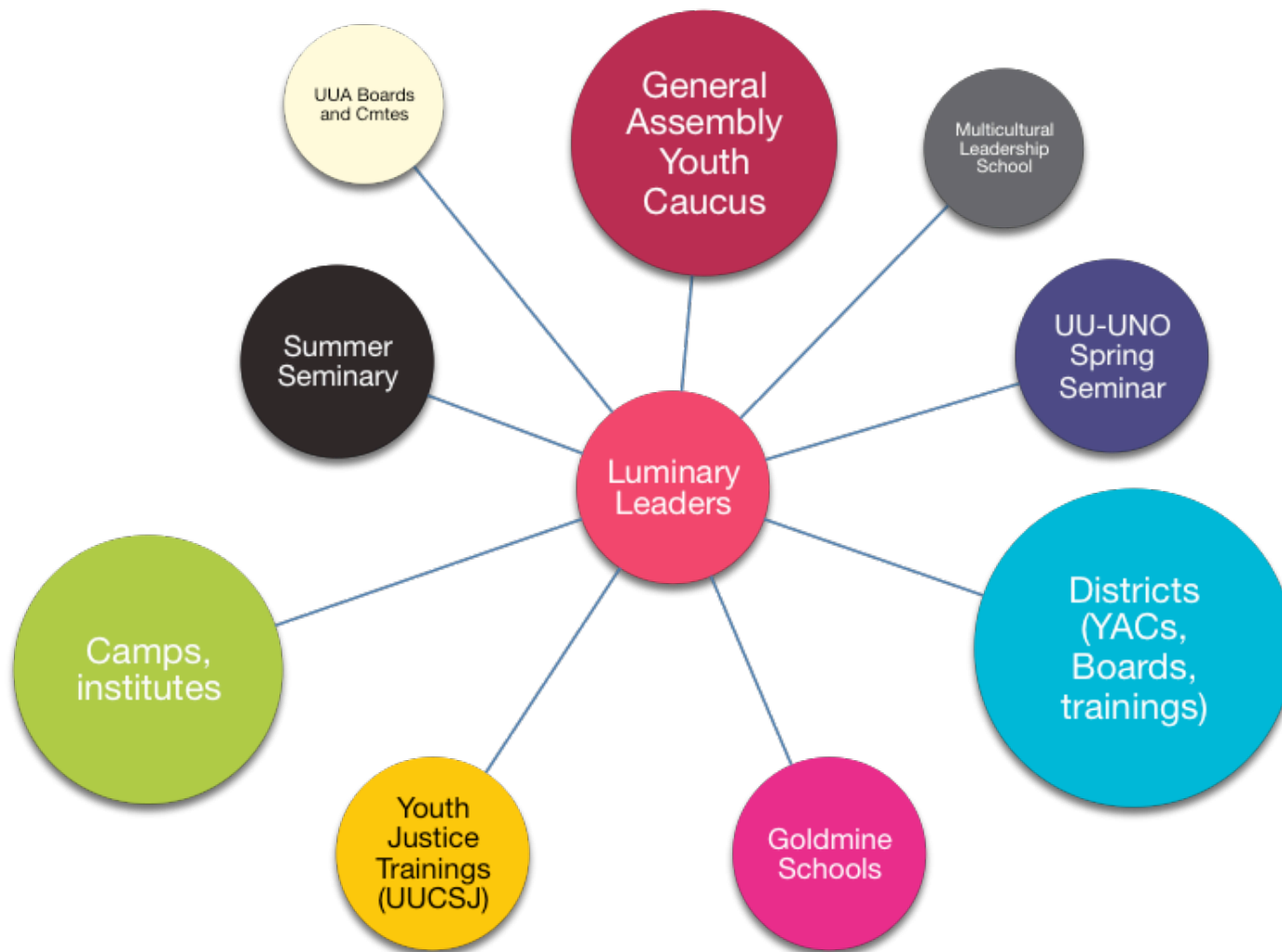


- New youth leadership opportunities
 - Enhanced Youth Caucus staff
 - Multicultural Leadership School
 - Expanded Goldmine summer leadership schools
 - Youth Justice Trainings (UUCSJ)
 - Summer Seminary
- Luminary Leaders youth leadership recognition program

Youth Leadership - pre-2008



Youth Leadership - today



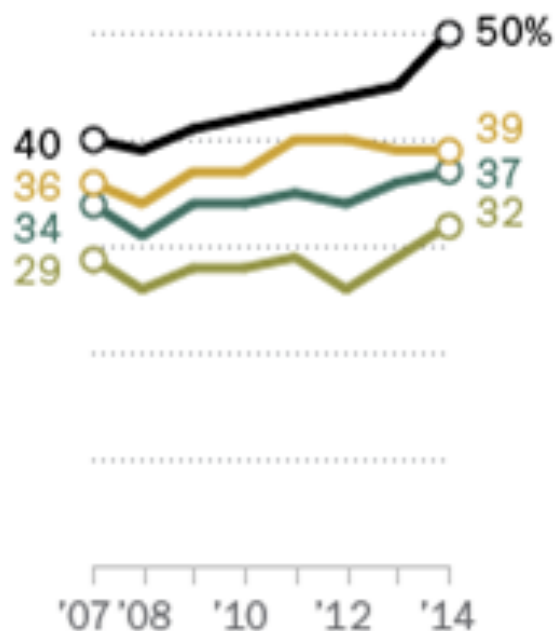
*In 2013,
estimated
800 UU youth
participated
in leadership
experiences.*



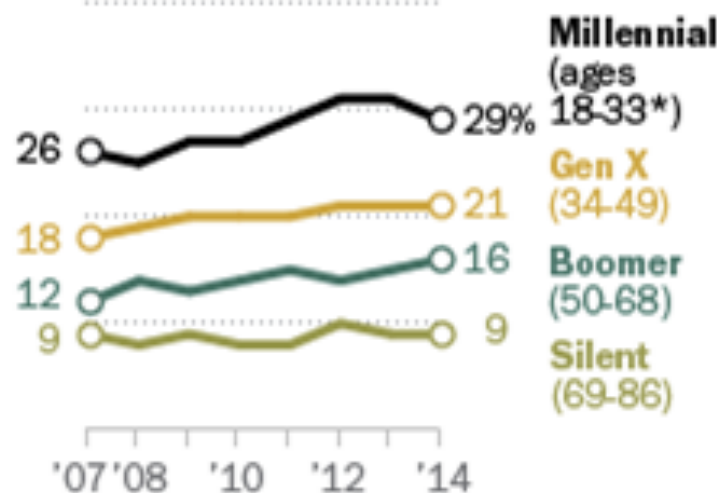
Generational trends

Millennials: Unmoored from Institutions

Percent who consider themselves political independents



Percent of adults in each generation who are religiously unaffiliated

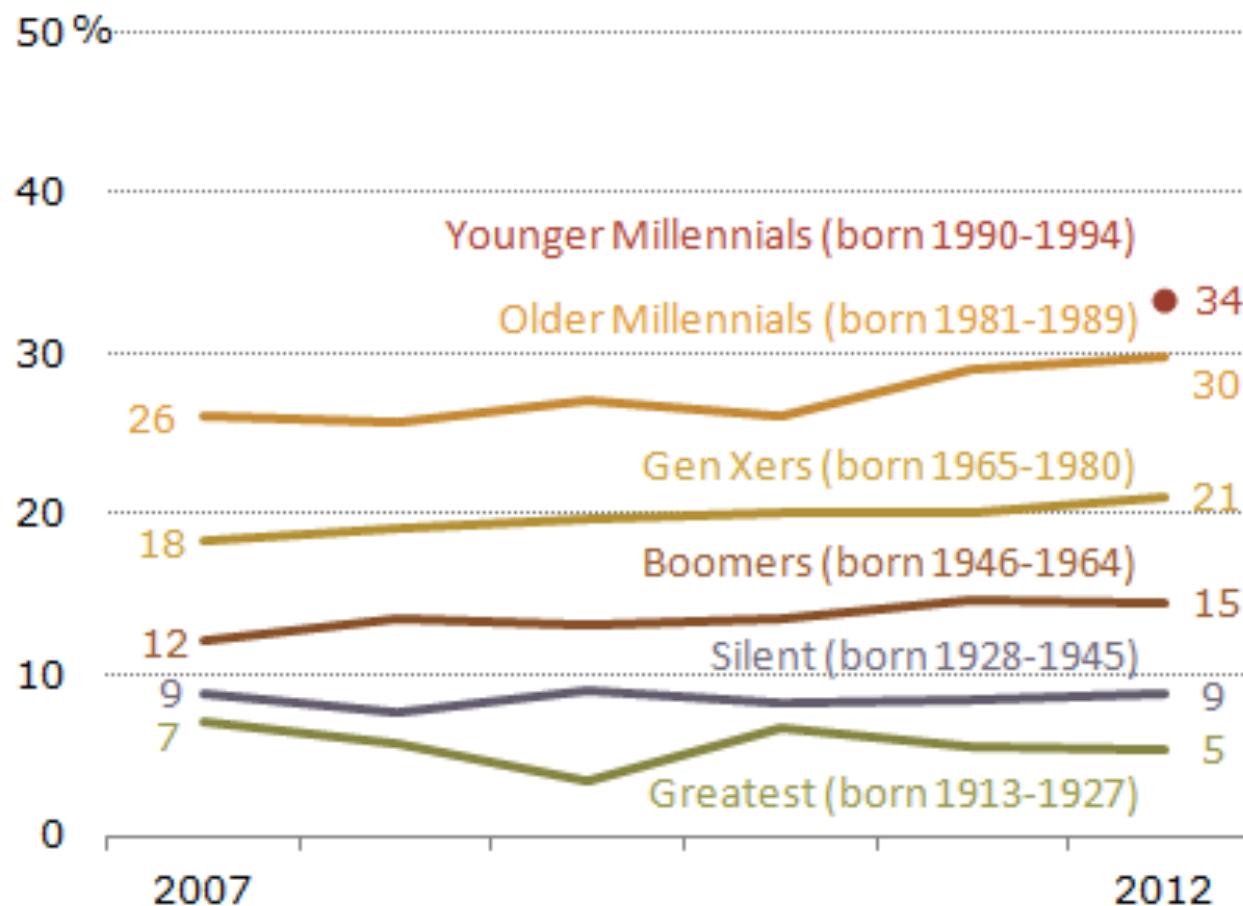




Generational trends

Recent Trends in Affiliation, by Generation

% of each age cohort that is unaffiliated



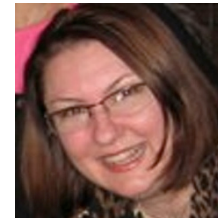


UUA Youth and Young Adult Ministries

Mission: Develop leaders that create transformational Unitarian Universalist faith homes for younger generations

Key strategies

- Communicate our vision
- Build networks of leaders
- Help accelerate new approaches



Carey, Jeremie, Annie, Ted and Deborah

Communicating our vision

- Blue Boat blog

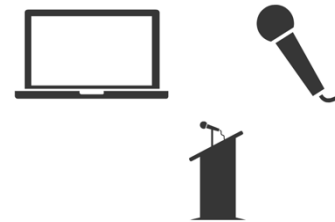


- Social media



- Learning experiences

- Workshops
- Presentations
- Webinars



- Direct consultations with congregations (field staff collaboration)

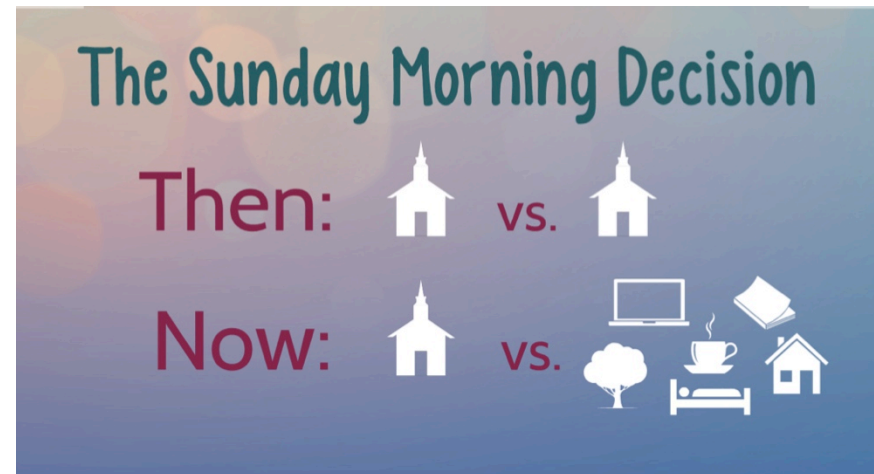
Building networks of leaders

- Youth leadership
 - Luminary Leaders
 - Summer Seminary
 - GA Youth Caucus
 - Chrysalis Trainings
 - UUA Boards and Committees
- Youth ministry professionals network
 - Also, partner with LREDA and UUMA
- Young adult and campus ministry groups contacts
 - 100 campus groups, 50 congregational young adult groups
 - Self-assessment for congregations



Help accelerate new approaches

- **Future of Faith** series of blog posts
blueboat.blogs.uua.org/future-of-faith
- **21st Century Youth Groups** exploration project
- **Faith Architects** – Scaffold Series of conferences will build pathways to leadership for young adults (formerly C*UUYAN)
- **NextGen Ministries**
 - in program development



Presenter : Julian Sharp

Start Time : 4:00 PM

Item No : 14

Proposed By : Stephanie Carey Maron

Time Req : 30

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 3.1 | <p>The Board will govern with an emphasis on</p> <ul style="list-style-type: none">a. outward vision rather than an internal preoccupation,b. encouragement of diversity in viewpoints,c. strategic leadership more than administrative detail,d. clear distinction of Board and President roles,e. collective rather than individual decisions,f. future rather than past or present,g. pro-activity rather than reactivity, andh. an open rather than a closed process. <p>On any issue, the Board must insure that all divergent views are considered in making decisions, yet must resolve into a single organizational position.</p> <p>Accordingly:</p> | 403081 |

Description : Inclusion Working Group

Details :

Attachments :

No Attachments

Presenter : James Snell

Start Time : 4:30 PM

Item No : 15

Proposed By : Stephanie Carey Maron

Time Req : 30

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 1.2 | Congregations and communities are better able to achieve their missions and to spread awareness of Unitarian Universalist ideals and principles through their participation in covenanted networks of Unitarian Universalist congregations and communities. | 482754 |
| 1.7 | There is an increase in the number of Unitarian Universalist congregations and communities | 482759 |

Description : Emerging Congregations

Details : with James Snell and Terasa Cooley

Attachments :

| Title | Created | Filename |
|--|--------------|---|
| Report and Recommendations of the Emerging Congregations Working Group | Apr 09, 2014 | REPORT AND RECOMMENDATIONS OF THE EMERGING CONGREGATIONS WORKING GROUP, APRIL 7, 2014.pdf |

REPORT AND RECOMMENDATIONS OF THE EMERGING CONGREGATIONS WORKING GROUP TO UUA BOARD OF TRUSTEES APRIL 7, 2014

The desired outcomes of our discussion of emerging congregations at the April 2014 UUA Board meeting are:

1. Determine the Board's support for pursuing the recommendations of the working group outlined below. Recommend determining item by item.
2. If in agreement with any of the recommended Rule and Bylaw changes, consider charging the working group to draft proposed changes. Note that the Rules can be changed by the Board at any time, whereas the Bylaw changes recommended in Item 4 below require a vote of the General Assembly.
3. If in agreement, consider authorizing the President to form the staff panel as discussed in Items 1 and 2 below. This authorization could be granted at this meeting or be put under consideration to grant at the Providence meeting if more definition is desired by the Board.
4. If in agreement with the concept, the Board could consider whether to find a place at GA 2014 to engage Delegates and/or other Sources concerning the "values" as discussed below that might inform a different approach to relationships with emerging congregations and potential affiliates.

Following several telephonic meetings since the October Board meeting, the following report and recommendations were articulated by the UUA staff (Terasa Cooley, Scott Tayler, Stefan Jonasson) to the working group, which summarizes and focuses the conversations in the working group:

The Unitarian Universalist Association's Office of Growth Strategies strives to mobilize strategically a variety of resources, a sense of purpose, and a network of partnerships to grow current and future Unitarian Universalist congregations. In seeking to cultivate Unitarian Universalist growth and health, the OGS — in collaboration with the UUA Congregational Life Department — is developing strategies that include (i) identifying uniform but flexible benchmarks for emerging congregations' pathway to membership in the Association, (ii) updating resources and developing educational tools and experiences to support congregational development, (iii) helping regional staff develop their capacity to work within and among regions as agents for growth, (iv) connecting emerging congregations with one another through social media and innovative learning circles, (v) collaborating with Church of the Larger Fellowship, (vi) encouraging the growth of multisite congregations and satellites as an especially promising tactic for growth, and (vii) developing assessment tools and discernment processes for existing

congregations whose membership has declined below the critical lower threshold of viability and sustainability.

The UUA Administration's growth strategies arise out of a recognition of a dramatically changing religious landscape. One model of growing congregations in a steady increase in membership over a longer period of time is no longer sufficient. New technologies and entrepreneurial enterprises allow new groups to emerge quickly, but they don't always follow the same pattern of traditional congregations. Our current bylaws prescribe a path to membership that has become cumbersome and slow to navigate, and sometimes discouraging groups from affiliation. The staff is looking for ways to support existing congregations with clearer guidelines for associational connection that can more easily change over time, as well as to more adeptly respond to emerging groups.

In recent months, the emerging congregations working group of the UUA Board of Trustees has been meeting with selected Association staff to discern ways in which the pathway to membership for both emerging congregations and extra-congregational organizations (variously referred to as incubators, experimental groups, beyond congregation ministries, satellite organizations, etc.) might be strengthened and enhanced. As the conversation has progressed, board members have expressed the desire to empower Association staff to nurture healthy relationships and practices with congregations and extra-congregational organizations in both affiliating and disaffiliating with the Association. The guiding principles and values that emerged included: flexibility and adaptability in the Association's work with congregations and extra-congregational organizations; managing only the highest-level concerns through the bylaws; empowering Association staff to establish clear and comprehensive processes concerning affiliation; and developing, over time, the necessary ways and means to support this work.

It is clearly the board's prerogative and responsibility to articulate core values and establish criteria for admitting groups to membership in the Association as congregations or to partnership with the Association as independent affiliate organizations. Building upon this foundation, the following recommendations for board action have grown out of the rich conversation between the Board working group and Association staff:

Item 1. Enable the affiliation of experimental groups and ministries (those whose identities and activities are beyond our current understanding of congregations) and also enter into strategic partnerships with allied organizations by reviving the admission of selected organizations to the category of independent affiliate organizations, as provided for in Bylaw C-3.8. We propose that the same staff panel assessing applications for congregational membership be empaneled to assess applications for membership as independent affiliates, based on values established by the Board of Trustees.

Item 2. Empower the President of the Association to establish a staff panel to assess and recommend applications for membership in the Association, based on more flexible criteria than presently exists but guided by values established by the Board of Trustees, and also to assess and recommend applications from partners organizations applying for independent affiliate status.

Item 3. Revise Rules 3.3.5 (Rules and Regulations for New Congregations), 3.3.6 (Order of Administrative Procedure), and 3.5.2 (Inactive Congregations) to correctly reflect current staff group names and the changes that will necessarily result from the regionalization process. In addition to these refinements, any one (or all three) of these rules might be amended to include a provision (or provisions) establishing the staff panel proposed in item 2.

Item 4. Amend the Bylaws to provide more flexibility and intentionality in the disaffiliation process. Specifically, Bylaw C-3.5 (lines 113-115) could be amended to remove phrase "and placed in an 'inactive congregation' category," while Bylaw C-3.6 (lines 124-130) could be amended, after the words "pursuant to the provisions of Section C-3.5," to read "has been deemed inactive but shall do so only after consultation with the congregation in question, whenever possible." Rule 3.5.2 could then be enhanced to include values and establish protocols to empower UUA staff, where a congregation seems to be struggling near the edge of survival, to initiate an assessment process to discern (i) whether it might be a candidate for redevelopment, either through enhanced support or by considering a new form of congregational existence, such as multisite or merger, or (ii) whether the congregation might be encouraged to disband and disaffiliate.

Item 5. Remove the fixed minimum membership requirement from Rule C-3.3. This would require amending Rule 3.3.2(c), which requires that the list of charter members satisfy minimum membership requirements; Rule 3.3.2(d), which requires an initial contribution to the Annual Program Fund no less than the Fair Share amount; and Rule 3.3.3, which sets the minimum number of members at 30. We propose that Rule 3.3.3 be changed to read "... must have a sufficient number of adult members to be viable and sustainable." Rule 3.3.2(c) could then be amended to read simply, "the names and addresses of charter members, and," while Rule 3.3.2(d) might be amended to read "a financial pledge in support of the Association."

Presenter : Julian Sharp

Start Time : 5:00 PM

Item No : 16

Proposed By : Stephanie Carey Maron

Time Req : 15

Proposed : 3/25/2014

Item Type : Information Items

| Policy No. | Description | Ref No |
|------------|--|--------|
| 3.1 | <p>The Board will govern with an emphasis on</p> <ul style="list-style-type: none">a. outward vision rather than an internal preoccupation,b. encouragement of diversity in viewpoints,c. strategic leadership more than administrative detail,d. clear distinction of Board and President roles,e. collective rather than individual decisions,f. future rather than past or present,g. pro-activity rather than reactivity, andh. an open rather than a closed process. <p>On any issue, the Board must insure that all divergent views are considered in making decisions, yet must resolve into a single organizational position.</p> <p>Accordingly:</p> | 403081 |

Description : Process Observation

Details :

Attachments :

No Attachments

Presenter : Jim Key

Start Time : 5:15 PM

Item No : 17

Proposed By : Stephanie Carey Maron

Time Req : 45

Proposed : 3/25/2014

Item Type : Break/M meal Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Break

Details :

Attachments :

No Attachments

Presenter : Jim Key

Start Time : 6:00 PM

Item No : 18

Proposed By : Stephanie Carey Maron

Time Req : 90

Proposed : 3/25/2014

Item Type : Break/M meal Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Dinner at P&E

Details :

Attachments :

No Attachments

Presenter : Sarah Stewart

Start Time : 7:30 PM

Item No : 19

Proposed By : Stephanie Carey Maron

Time Req : 60

Proposed : 3/25/2014

Item Type : Worship Items

| Policy No. | Description | Ref No |
|------------|---|--------|
| 3 | <p>The purpose of the Board, on behalf of the Sources of Authority and Accountability, is to ensure that the Unitarian Universalist Association (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.</p> <p>The Board will inspire, direct and hold accountable the administration and itself through the careful establishment of broad written policies reflecting Unitarian Universalist values and perspectives.</p> <p>Our Sources of Authority and Accountability are defined as:</p> <ol style="list-style-type: none">1. Our member congregations2. Current and future generations of Unitarian Universalists3. The heritage, traditions, and ideals of Unitarian Universalism4. The vision of Beloved Community5. The Spirit of life, love, and the holy | 403072 |

Description : Vespers

Details :

Attachments :

No Attachments