

Minutes
March 7-11, 2007 Meeting – Boston, MA
Commission on Social Witness
Unitarian Universalist Association

Attendees:

Ms. Catherine Blue Rev. Dr. Jan Carlsson-Bull, chair
Dr. John Hooper Dr. David May

Text boxes indicate action items

Outgoing Administrative Assistant (A/A) Edie Williams; Incoming A/A James Findlay de Regt
Absent: Rev. Dr. Paul Johnson, Member CSW, due to illness

Wednesday 3-07-07

Attendees:

Four CSW members; Administrative Assistant (A/A), Edie Williams, Meg Riley, Director, Office of Advocacy and Witness (OAW).

The meeting came to order at 8:15 PM.

Chalice Lighting & Opening Worship: Catherine

Check-in

New A/A: James Findley de Regt will be joining the meeting at noon on Thursday.

Changes re A/A:

- He will report to Susan Leslie, Director of Congregational Advocacy & Witness.
- Susan Leslie's office will manage the CSW website when the UUA completes its transition to the content management system.

Edie will burn the A/A files on CDs to be given to James, Jan, and Susan Leslie

Minutes of 1/07 meeting – Comments/questions

CSW approved the minutes. Edie or James will put the minutes on the web site.

Current Agenda Preview

Jan distributed expense report forms

- Send completed forms to Susan Leslie within 2 weeks of the meeting.

Conversation with Meg Riley, Director, Office of Advocacy & Witness (OAW)

Meg expressed satisfaction with the changes in the social witness process. She feels that the OAW can now support the work of congregations on these issues.

Global Warming, the focus of the Statement of Conscience adopted at GA2006, has moved up as a priority.

Noted that 15 congregations use JUUST UU's consultants.

Goals:

- Foster greater coordination of effort between the different groups working on social justice within the UUA and bring more focus to the work.
- Examine the question: Who frames our social justice work? Four different groups are doing so right now.
- OAW will meet with the Public Witness staff on ways that they can work together.
- Articulate the theology of justice.
- Weave in accountability of UUA justice work to communities that we are trying to help.

There is a lot to learn about how other denominations and faiths do social justice work.

- Possible GA workshop on this

How the CSW will use Open Space Technology at GA needs to be discussed.

Consider having workshops on the new social witness process at the district level.

- Ask district executives to offer the name of person who could lead a workshop
- Peacemaking intern at Washington Office for Advocacy (WOA) could find a district person to do a peacemaking workshop.
- WOA staff often go to district meetings; they could be asked to incorporate the new process in their presentations.

Process Observations : John

Meeting adjourned at 10:32 PM.

Thursday 3-8-07

Attendees:

Four CSW members; Administrative Assistant (AA), Edie Williams; James Findley de Regt

The meeting came to order at 9:00 a.m.

Chalice Lighting & Opening Words: David

Portfolio Updates & Needs (Tiers 1 & 2)

Catherine:

UU World Ads: Catherine held an email conversation with Scott Ullrich:

- There should be no problem extending the deadline for the fall 2008 ad so long as everything but the name of the new CSAI has been submitted by the deadline.
- UU World would be willing to include the CSW in its analysis surveying readership to analyze the effectiveness of ads, but it will be about two years away.

In the current ad, the CSW decided to use the word “denomination” instead of “association of congregations.” Do not include reference to socialwitness@uua.org in ad.

Catherine will prepare an email interchange of understanding with Josh Gregorio regarding the design work that he will do on the next 4 CSW UU World ads.

Youth/Young Adults

Ongoing conversation between Catherine and the Youth Office regarding a youth representative for the Peacemaking Core Team (PCT).

Catherine talked to the Young Adult leadership and she will put forward the name of a candidate for the representative for the PCT.

GA Volunteers

- Marc Loustau has agreed to be the CSW volunteer timekeeper
- Amanda Schuber will also volunteer
- Search for more volunteers is continuing
- Send suggestions of people to volunteer to Catherine.

John

Staff Person for Peacemaking CSAI

- Held very positive meeting with WAO members and All Souls representative.
- Staff person will be based at the WAO.
- All Souls Church of DC will be a major Peacemaking CSAI pilot congregation.

Peacemaking DVD

In final stages of developing a funding proposal to be submitted to the UUA Funding Panel
It is estimated that the DVD will cost \$25-28,000 dollars.

The PCT will request funding in three phases:

- \$9,000 before GA from the UUA Funding Panel to cover the taping of interviews at GA.
- \$9,000 follow up grant in the new fiscal year (July/August 2007) to cover DVD production
- \$9,000 from other sources to go to distribution in the fall

DVD will focus on 3 levels of Peacemaking: personal, interpersonal, and international

The PCT should post regular updates to the web site on its activities

John will continue to explore funding for:

- Peacemaking Video
- Funding for Paul Loeb's speaker fee at GA: \$2,000 (stipend, travel, hotel)
 - \$800 will come from CSW budget, \$1,200 from other sources
- Grants to congregations to do work on Peacemaking

PCT GA Activities:

- Will meet on Wednesday, 6/20, from 6-8 PM at GA ingathering program, using the OAW networking room
- Peacemaking reception for interested people/congregations
- CSW booth materials should include PCT activities.

PCT should submit updates of its activities to the Church of the Larger Fellowship (CLF) newsletter, *Quest*.

David

Outreach to Congregations/Districts

Talked to Harlan Limpert, Director of District Services, who had talked to Tracey Robinson-Harris on how best for CSW to communicate with district presidents.

- There is no national listserv for them.

Contacted Southwest, Mountain Desert, and Prairie Star districts about putting information on the social witness process in their newsletters.

David recommended that:

- It would not be efficient to communicate with congregations through districts.
- It is important to communicate with them as districts, not as channels to congregants.

UU World ads could be adapted to district newsletters.

Talk to district presidents at their meetings at GA.

Music through Social Witness Group

Don Plante is assisting them with making contacts for local committee for GA 2008.

Proposers' Guide

David will work with James and Susan Leslie on the Proposers' Guide edits regarding action and audience.

Edie

Tier 2 portfolio items were done.

Sermon Contest and Comment Forms:

Deadlines for sermon contest and comment forms should include a date, but not designated time of day.

Edie will check to see if Bylaws include a time of day requirement.

Jan

- Jan will work with Rob on aligning due dates for Congregational Poll, the CSAI proposal certification form, and the UUA Board of Trustees business resolutions, factoring in the February 1 due date for SOC comments for 4th cycle year.

Congregations need to be given a heads up for the February 1 deadline for SOC comments for the 4th cycle year (as distinct from March 1 deadline for CSAI comments for the 2nd and 3rd cycle years).

Jan talked to Gini about language for GA rules changes on AIWs. CSW will discuss proposed language later in the meeting.

Pursue hiring new Administrative Assistant (AA)

- James Findley de Regt was hired as Interim AA.
- Will clarify that James will report to Susan Leslie.

May Congregational Mailing

- Jan will submit CSAI proposal certification form to Erika Nonken in early April for inclusion in the May congregational mailing
- John will give Jan any Peacemaking Core Team updates for May mailing.

GA

Jan is currently working on the CSW schedule for GA and filling out the forms on workshop information for Don Plante of the GA Office.

Jan will revise the social witness process information for delegates ad that appeared in the GA 2006 Program and prepare it as a handout at the booth.

Edie will raise issue with Rob about sharing WAO LCD projector at GA.

All workshop speakers must register for GA.

- Jan will register Paul Loeb (PL) at the Double tree
- Jan will give John Paul Loeb's email address.
- John will ensure that Paul registers for GA (Thursday and Friday) and submit his receipt to Paul Johnson, so that Paul Loeb can be reimbursed..

Process Observations: Catherine

The CSW Welcomed New Interim A/A James Findley de Regt
Introductions/Questions

CSW reaffirmed its covenant by acclamation

Sermon Contest

- The CSW voted "Standing at the Precipice" by Dawn Cooley of the UU Fellowship of Ames, Iowa as the winner of the CSW/UUMA Sermon contest.

Jan will:

- Notify sermon contest entrants of the results.
- Ask Paul to have a \$250 check cut before GA for the sermon contest winner
- Ask Paul to have the UUMA administrator issue a check for \$250 (their half).
- Ask Paul to have a plaque made up for the winner, with the text she will pass on.

The CSW will consider a word cap for next year's sermon.

Reviewed/Discussed Draft SOC input from the comment form submissions by congregations and assigned first draft SOC to Catherine and David.

Process Observations: Catherine

The meeting adjourned at 4:35 PM

Friday 1-26-07

Attendees:

All CSW; Administrative Assistant (AA), Edie Williams; James Findley de Regt; Kasey Melski, Electronics Communication Office (ECO) by phone conference.

Minutes Taken by James Findley de Regt from this point on.

The meeting came to order at 9:00 a.m.

Chalice Lighting & Opening Words: Jan

Review Draft SOC prepared by Catherine and David

Draft accepted, next draft to be written by Jan and John

Process Observations: John

Review Peacemaking CSAI comments – More General Comments

- CSW wanted to update the online comment response, and to begin incorporating results from the comments in further program materials.
- CSW agreed to amend comment process so the PCT and CSW can work together, so the comments can inform the CSW's work at GA and the PCT's work with congregations.
- John proposed examining criterion for peace churches, with an aim to begin designating congregations within the fourth cycle year.

- Catherine will update the CSAI comment form for the second round of commenting.
- Jan will talk to Carolyn at Chalice Art about making a peace chalice and possibly a logo.
- Catherine will continue discussions with YRUU and C*UUYAN.

Lunch Break

Phone conference with Kasey Melski

- CSW website will ideally be updated to the new UUA content management system by June, but it is possible no changes will come until fall. James will take no more than two hours to streamline the present site.
- The new website will be controlled by a web-based updating tool; details will follow.

Jan will contact Don Plante and ask about showing the excerpt from The Colbert Report as prologue to the social witness sermon given at GA on Saturday morning, 6/23. Dawn Cooley, recipient of the sermon award, has given her enthusiastic agreement.

Review Peacemaking CSAI comments, part II

- CSW discussed the Friday GA workshop on CSAI networking, specifically covering what form it should take and how to bolster attendance.
- CSW discussed the scope of the CSAI and the relations between peacekeeping, non-violence, pacifism, and social justice; the difficulties in deciding any one over the other were noted.

- John will send a letter to William Sinkford from the CSW and the Peacekeeping Team proposing a Ware Lecture relating to Peacekeeping within the next three years.
- John and James will invite congregations that participated in the CSAI comment process to the Friday, 6/23, GA Workshop

Parking Lot Pickup #1: The GA Booth

Catherine examined the Booth Box and reported back to the commission.

- Catherine will support Jan by taking over her duties in assisting Paul for the GA Booth
- Jan will send Catherine the specifications of the GA Booth.
- Catherine will organize, with Don Plante, the printing of 500 more amendment forms, with I/G added at the top (designating individual or group amendment), and Recorder / CSW / Proposer cited across the bottom
- Jan will ask Don Plante about the printers at GA, both in the Booth and for the CSW meeting room at the Doubletree.
- James will receive from Edie old booth related documents and oversee the updating and printing of new ones as needed for the GA 2007 booth.
- Catherine will talk with Audra before May 1 about plastic tubs for the booth box to be mailed to GA.

Process Observations: John

The meeting adjourned at 4.15 pm

Saturday 3-7-07

Attendees:

All CSW; Administrative Assistant (AA), Edie Williams; James Findley de Regt; Audra Friend, Rob Keithan; Gini Courter

The CSW meeting came to order at 9.02 a.m.

Chalice Lighting & Opening Words: Paul

The CSW welcomed Rob Keithan and Audra Friend

Rob and Audra discuss Staff Support for the CSW

- Audra will take over the website when the new content management system becomes effective; James will work with her for whatever changes might occur in the meantime.
- The responsibilities of the Administrative Assistant specifically, and UUA staff support for the CSW in general, must to be revisited and made clear.

Jan will work with Audra to begin sending quarterly reports to the Board of Trustees

Review and Draft SOC

- CSW decided a third draft SOC was needed and added to the agenda further discussion of the SOC.

Parking Lot Pickup # 2: The CSW Ad, Extent of Advice Giving for AIWs

CSW presence at the CSW Booth will give syntactical advice, but not writing assistance.

Prepare for Gini Courtier's visit

Process observations: David

The CSW welcomed Gini, and left for a group lunch.

Clarifying AIW criteria with Gini

- Language of the AIW criteria rules was changed to:
"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."
- Corresponding language was changed by Catherine on the AIW Worksheet.
- A choice was made not to change the rules of Committee of the Whole.

Mapping CSW schedule at GA with Gini

- CSW decided to announce electronic submission of amendments would be allowed at the SOC Mini-Assembly. James will prepare for this.

- James will track down and fill in all missing information on the CSW GA Schedule
- Catherine will make up an outcome based report card to give feedback to AIW proposers.
- Jan will speak to Don Plante concerning the Exhibit Hall hours and about getting the draft SOC in the Final GA Agenda.

John and David left to work on a third draft of the SOC

Jan, Edie, James and Audra discussed the Administrative Assistant shift.

- Audra will contact Rob about electronic compilation of comments.
- The CSW will plan their meetings through GA '09 at the October meeting

The meeting was adjourned at 3.45 p.m.

Sunday 1-28-07

Attendees:

All CSW; Administrative Assistant (AA), Edie Williams; James Findley de Regt

The meeting came to order at 8.03 a.m.

Chalice Lighting & Opening Worship: David and Jan

Review Draft SOC prepared by John and David

- The CSW noted the tactic of making a list of “Passion Points” and its utility in reaching final agreement on the draft SOC.
- The final draft was edited by the Commission at large and accepted.

Parking Lot Pickup # 3

The power point presentation of the social witness process will be available in three versions :

- One primarily for GA, called “The Inside Scoop”
- One shortened to 10 minutes, for the GA Orientation
- One for general consumption, to be available online and downloadable for workshops.

- James will rework the BVD so it can be printed in black and white.

Fine Tune Tier 3 Portfolios

- Jan will find out about Exhibit Hall passes.
- Jan will understudy Paul for the Social Justice Worship Sermon if Paul cannot attend GA.

What we need from each other between now and GA

CSW discussed what tasks should be undertaken after the meeting adjourned.

Feedback on Agenda for this meeting

- CSW particularly liked the addition of allowing the “drafting pair” to go off before dinner; it provided an excellent break for them to sort out the draft out in their heads.
- The AA pointed out that some break time for the AA would be appreciated, as the AA supports the Commission even on the Commission’s breaks.

Process Observations: Catherine

Checkout

Extinguishing the Chalice & Closing Words: All

The meeting was adjourned at 10.31 a.m.

All who could, attended worship at The Arlington Street Church.

Respectfully submitted,

Edie Williams

James Findley de Regt

Administrative Assistant(s)

UUA Commission on Social Witness