

Journey Toward Wholeness Transformation Committee
Conference Call Meeting Notes
January 11, 2008

Present Members: Carolyn Cartland, Co-chair; Monica Cummings, Co-chair; Bob Gross; Janice Marie Johnson; Michael Sallwasser; Arthur Tackman

Not Present: Jose Ballester, Board Liaison; CJ McGregor; Julio Noboa; Catie Chi Olson

Staff: Taquiena Boston, President's Representative; Simona Munson, Staff Support

Start Time: 12:00 PM Eastern Time

End Time: 1:15 PM Eastern Time

Topic	Discussion	Decisions/Actions
Opening Words from <i>Courage to Change</i>, read by Monica Cummings		
Check-in – Monica	Committee members checked in.	
Interview updates – All	<p>Individual committee members gave an update of their interviews.</p> <p>Seven out of 16 interviews have been completed.</p> <p>Feedback from committee members:</p> <p>It was helpful to state upfront that any identifying information from the interview would be kept confidential.</p> <p>It was also recommended that specific questions be asked as follow-up to some of the questions that had multiple questions within them since they weren't always answered completely.</p> <p>In general, committee members reported having positive experiences.</p> <p>Interviews lasted anywhere from 45 minutes to one hour and a half.</p> <p>Positive feedback was given on the district report, which was the last report the Committee prepared.</p> <p>There is information, such as reports,</p>	

	<p>guidelines, etc., that would be helpful to get from the MFC and the RSCC that would make the report more meaningful.</p> <p>In what ways can the data be analyzed? Measured?</p> <p>It will be easier to present qualitative data rather than quantitative data.</p>	
Next Steps – Monica	<p>It will be important to look at the outline of the report in case changes are needed.</p> <p>Reviewed the goals set out at the fall meeting for the report that are to be done <u>by the spring meeting</u>.</p> <p><u>Goals</u></p> <ul style="list-style-type: none"> • Writing assignments will be made. • Sections will be written and distributed to the entire committee. • Sections will be read by entire committee. <p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Interviews will be completed by January 18th. • Interviews will be read by entire committee by January 31st. • Between now and February 1st, the outline will be emailed to the entire Committee and writing assignments made. 	<p><u>Action:</u> Monica and Carolyn will send out the report outline by January 21st and ask for members to commit to writing sections.</p>
UUA Open Guidelines – Simona	<p>Simona shared the three parts of the Rule laid out in the Openness Guidelines.</p> <p>(a) provide advance notice of dates and locations of regular business meetings and make agendas, reports, and minutes available promptly;</p>	<p><u>Decision:</u></p> <p>Monthly conference calls will be added to the ‘Meetings’ page online.</p> <p>Conference call minutes will be posted after each call.</p>

	<p>(b) provide avenues for comment on issues on the meetings' agendas;</p> <p>(c) accommodate observers at regular business meetings with the exception of executive sessions.</p> <p>A discussion took place about what the committee is doing already and what needs to be done in the future in order to be in line with these guidelines.</p>	<p>Face-to-face meeting agendas will be posted two weeks in advance of the meeting.</p> <p>A JTWTC email alias will be created; emails sent to jtwtc@uua.org will go to the co-chairs of the JTWTC.</p> <p>Action: Simona will take care of each of the above items.</p>
Future Meetings	<p>The fall 2008 and spring 2009 JTWTC meeting dates were decided before the holidays based on members' email responses and availability. The dates were shared on the conference call. Although no dates were ideal for each committee member, the following dates were chosen:</p> <p>Fall 2008 October 9-11, 2008 (arrival on the 8th)</p> <p>Spring 2009 March 12-14, 2009 (arrival on the 11th)</p>	<p>Action: Simona will email the committee with the decided 2008-2009 JTWTC meeting dates.</p>
Next Conference Call		<p>The next conference call will be on Friday, February 1 at 12pm Eastern.</p>

Respectfully submitted,

Simona Munson, Staff Support