

**Journey Toward Wholeness Transformation Committee**  
**Conference Call Meeting Notes**  
**May 7, 2009**

**Present Members:** José Ballester, *Board Liaison*; Helen Boxwill; Bob Gross; Janice Marie Johnson, *Co-chair*; Julio Noboa; Michael Sallwasser, *Co-chair*; Arthur Tackman; Wendy von Zirpolo

**Not Present:** Tracy Ahlquist, *Staff Support*; Catie Chi Olson; Taquiena Boston, *President's Representative*

**Start Time:** 12:00 PM Eastern Time

**End Time:** 1:13 PM Eastern Time

Topic	Discussion	Decisions/Actions
Opening Words – <b>Bob</b>	<b>Bob</b> shared a reading from Burton Colley entitled “Acceptance of Limitations”	<b>Janice</b> will try to find Bob’s reading to send to the group.
Reading from Our Covenant – <b>Catie</b> and <b>José</b>	<p><b>Janice</b> and <b>Michael</b> read the following passages from the covenant (José had to call from another line; Catie could not make the call):</p> <ul style="list-style-type: none"> <li>assume the best of intentions from all committee members as we share in this work together – <b>Michael</b></li> <li>commit to sharing responsibilities, attending meetings, honoring deadlines, and communicating /negotiating changes to the best of our ability - <b>Janice</b></li> </ul>	
Check-in – <b>Janice</b>	Committee members checked in and introduced themselves to new member <b>Helen Boxwill</b> .	
Approve Minutes / Agenda Review – <b>Michael</b>	<p><b>Michael</b> approved the minutes from the April meeting.</p> <p><b>Janice</b> thanked Lesley for sitting in for Tracy and taking this month’s minutes.</p>	Lesley will send the minutes to <b>Tracy</b> for review before submission to the group.
New Members – <b>Michael</b>	<p><b>Helen</b> is new to the JTWTC. This is her first call with the group, but <b>Janice</b> acknowledged her as a long time colleague. <b>Helen</b> will also be participating in the GA worship service.</p> <p>Natalie Maxwell Fenimore will replace <b>Bob</b> after GA.</p>	
Linked Oppressions – <b>Michael</b>	Interweave is doing linked oppression work, and it was agreed that the JTWTC should be supportive.	<b>Arthur</b> will determine Interweave’s cohesiveness and determine the usefulness of joining the group on a

		conference call during their Fall meeting.
Plenary Report – <b>Janice, Wendy, Arthur</b>	<p>Deb Weiner will gather photos of group members for GA. The deadline is May 15<sup>th</sup>. She still needs photos of everyone except <b>Arthur</b> and <b>Janice</b>. Photos should have a resolution of 700dpi or more. Any video images that will accompany the plenary session also need to be submitted by May 15<sup>th</sup>. There is no group photo planned</p> <p><b>Wendy</b> reported that the Plenary Session will be at 2:23pm on Friday, 6/26. <b>Janice</b> and <b>Michael</b> will need to be at the front of the stage to check in with Nancy Lawrence at about 2pm. Any accompanying PowerPoint presentations and the final plenary report script need to be submitted to Nancy Lawrence by noon (EST) on May 31<sup>st</sup>.</p> <p><b>Bob</b> is working on a history of the committee.</p>	<p><b>Janice</b> will send Deb Weiner and Nancy Lawrence's email addresses to the group.</p> <p>The group agreed to a deadline of 5/22 for the plenary report script.</p> <p><b>Bob</b> will submit a JTWTC history to the group for comment by 5/15. <b>Julio</b> will review the group's comments and perform a final edit.</p>
GA Workshop/Worship – <b>Michael</b>	<p><b>Catie, Michael</b> and Leon Burke had a conference call on 5/6. Decided that the worship would include 3-5 minute speeches by the group, accompanied by music. Leon is trying to secure a room with a piano for the service. The service is slated for an hour and fifteen minutes.</p> <p><b>Catie</b> is preparing the order of service as well as a litany of themes that will be read to music, followed by an upbeat musical bridge (possibly jazz). Seeking to inspire enthusiasm.</p> <p>Everyone agreed that individual segments should look to achieve brevity and impact. Also, a 3 minute time limit is a more useful guideline than a word limit, given different speech patterns and speaking styles.</p>	<p><b>Helen</b> and <b>José</b> are working on themes for their sermonettes and will discuss them with <b>Michael</b> before submitting the final versions on May 22nd.</p> <p><b>Catie</b> is working with <b>Michael</b> on an Order of Service, to be completed no later than June 4<sup>th</sup>.</p> <p><b>Arthur</b> will submit his section for the pamphlet to Michael.</p> <p>All segments should be submitted to <b>Tracy</b> by 5/22. They should be in as finalized a form as possible.</p> <p><b>Michael</b> will work with the group to schedule an informal meeting during GA on the next call.</p>
Current Assessment – <b>Julio and Wendy</b>	The seven categories of questions received no negative feedback, so <b>Julio</b> assumes they were sufficient. Since the categories are actually questions themselves, the idea now is to flesh out a conversation around them and determine a process.	<b>Janice</b> will check to see if there is a "UUA Susan" who could be considered for the

	<p><b>Julio</b> suggested two options: the first would be doing interviews in pairs—one interviewer would ask questions and take the lead on any necessary follow up, and the other would take notes. It was hoped this would encourage increased objectivity. Cons: the struggles of coordinating not just two schedules, but three.</p> <p>The other option would be to hire a professional interviewer, again suggesting Susan Gore. The cost would be about \$3,000-4,000 (approx. \$275/interview), but Susan would perform all the interviews and get results to the group in about 3 weeks. Having a single interviewer increases continuity and is easier logistically, although the expense could be prohibitive. Additionally, <b>Julio</b> asked about making a special request if funds were not available. <b>Michael</b> noted that it would be an appropriate request.</p> <p>Also suggested that the interviewees be split into two groups: the Nomination Committee and the Committee on Committees. <b>Janice</b> made it clear that the group has not finalized this “split” yet.</p> <p>Possible to choose the interview method depending on the group—perhaps use a professional interviewer, then assess the results before using him/her for the next group.</p> <p><b>Arthur</b> suggested gathering more factual information on the two committees before doing interviews in order to determine the scope of the “problem” (if any). Michael agreed that they should be sure they’re asking the right questions and asked who would be interviewed. Julio stated that the interviews were completely voluntary and the goal was to interview everyone involved, but understood this might not be possible due to scheduling conflicts.</p> <p><b>Michael</b> went on to ask whether using an interviewer for only half of the interviews and/or changing the method halfway through would yield a valid result. <b>Helen</b> asked when the final report was due. <b>Julio</b> said they wanted to start interviews in Fall 2009 so that a report could be included in the April 2010 Board Report. <b>Helen</b> also asked if this had been done before, and <b>Julio</b> answered that it had, and that group members conducted the interviews. The qualitative data was good but inconsistent, noting that it was a very difficult process. <b>Wendy</b> and <b>Julio</b> noted that a single, professional interviewer would bring a very necessary level of experience and expertise to the project.</p> <p>A discussion about the assessment is on the agenda for the next face-to-face meeting (Fall 2009).</p>	<p>project.</p> <p><b>Janice</b> and <b>Michael</b> will speak to Kay re: the FY 2010 budget to see if funds for an interviewer are available and report to the group on the next call.</p> <p><b>Wendy</b> will send a draft version of Susan’s report to the group to give a sense of the process involved.</p>
Review of Action Items – <b>Michael</b> and <b>Lesley</b>	Lesley read the recorded action items.	
Covenant Observation –	<b>Jose</b> offered process observations ( <b>Bob</b> and <b>Julio</b> had to sign off at 1pm). <b>Helen</b> noted	

<b>Jose</b>	that she felt welcomed and excited about being part of the group.	
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Respectfully submitted,  
Tracy Ahlquist (draft by Lesley Murdock)  
May 21, 2009