

**MINUTES**  
**BOARD OF TRUSTEES**  
**UNITARIAN UNIVERSALIST ASSOCIATION**

October 22-23, 2011

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held on Saturday, October 22 and Sunday, October 23, 2011 at 25 Beacon Street, Boston, Massachusetts.

**MEMBERS**

**PRESENT:** Averett, Bartlett, Brody, Carlson, Courter, Cullen, Friedman, Greene, Grubbs, Harrison, Jackoway, King, Kreicker, Laskowski, Lund, Loughrey, Manley, Morrill, Phinney, Pupke, Raible-Clark, Ritchie, Shanti, Stewart, Tino and Morales

**MEMBERS**

**ABSENT:** None

**ALSO**

**PRESENT:** Brennan, Janamanchi, Lawrence, Limpert, Montgomery, and observers

Gini Courter, Moderator, called the meeting to order at 8:30 am on Saturday, October 22, 2011. Abhimanyu Janamanchi provided opening words. Trustees and visitors were introduced and the agenda was approved.

**APPROVAL OF BOARD MINUTES**

The minutes of the June 21-27, August, 25, and September 22, 2011 meetings of the Board of Trustees were approved as written.

**APPROVAL OF GENERAL ASSEMBLY MINUTES**

The minutes of the 2011 UUA General Assembly were approved as written.

**APPROVAL OF EXECUTIVE COMMITTEE MINUTES**

The minutes of the June 30, July 12, July 14 (executive session) and October 6-7, 2011 meetings of the Executive Committee of the Board of Trustees were approved by the Executive Committee and ratified by the Board of Trustees.

## **RATIFICATION OF TEMPORARY COMMITTEE APPOINTMENT**

The appointment of a temporary committee appointment to the Ministerial Fellowship Committee, approved by two officers of the Association per the Board policy passed in April 2008, was ratified. The appointment was for Nick Allen to serve as a substitute member of the MFC for that committee's September 2011 meeting.

## **SECRETARY'S REPORT**

Tom Loughrey, Secretary, reported that he had met with the Election Campaign Practices Committee in preparation for the 2013 election cycle. He said that there were two applications for new congregations, and let the trustees know that The Congregational Parish in Norton (Unitarian) MA had changed its name to the First Unitarian Church of Norton and that the First Unitarian Church of Nanaimo had requested that their name be removed from the list of UUA congregations since their affiliation was with the Canadian Unitarian Council.

M (Loughrey) and S

VOTED: To accept the Unitarian Universalist Congregation of Cambria, Cambria, CA as a congregation of the Unitarian Universalist Association.

M (Friedman) and S

VOTED: To accept the Brockport Unitarian Universalist Fellowship, Brockport NY as a congregation of the Unitarian Universalist Association.

## **FINANCIAL ADVISOR'S REPORT**

Dan Brody, Financial Advisor, reported on fundraising and investment trends, the success of the UUA Health Plan, the most recent audit report, and the UU Common Endowment Fund. He noted that his future agenda items included creating a separate legal entity for the UU Common Endowment Fund, reviewing compliance with state planned giving rules, examining the relationship with the Liberal Religious Charitable Society, and asset management.

## **REPORT FROM THE GA 2012 DESIGN AND GA PLANNING COMMITTEE MEETINGS**

Jackie Shanti reported on the successful General Assembly 2012 Design Meeting and her engagement with the General Assembly Planning Committee, saying that both meetings had been very successful and had succeeded in providing clarity about the roles of the various stakeholders regarding the 2012 Justice General Assembly.

### **FINANCE COMMITTEE REPORT**

Jeanne Pupke, Chair of the Finance Committee, reported on the deliberations of that committee, saying that they had reviewed the budget for the 2012 General Assembly, reviewed the Association's fiscal year 2011 budgetary close and the first quarter results for fiscal year 2012, the future of the Finance Committee, the process for examination of the role of the Finance Committee itself, nominations for finance-related committees, and the future of the Annual Program Fund.

### **RIGHT RELATIONS MONITORING COMMITTEE REPORT**

Michael Tino, Chair of the Right Relations Monitoring Committee, reported on the deliberations of that Committee. He said that that committee would be exploring ways in which the Association might be involved in exploring the implications of the Doctrine of Discovery.

M (Tino) and S

VOTED: The Right Relations Monitoring Committee (RRMC) moves that the UUA Board accept the Report from the Accountability Group to the UUA Board of Trustees dated October 14, 2011. Further, the RRMC recommends that the Board comply with the request of the Accountability Group and send communication to all affiliated and related groups likely to be meeting at GA 2012 asking that they use the AG criteria for defining "minimum business" to be conducted at GA and ask that they report back to the Board on ways they will be addressing the criteria.

M (Tino) and S

VOTED: To amend Policy 3.7.8--Board Committee Principles--to read (additions underlined):

Each Board-appointed committee, including Working Groups, is charged with developing standards and processes for embodying the commitment to antiracism, anti-oppression and multi-culturalism in its work, and to develop a plan for the ongoing training and education of its members.

Discussion was held concerning a motion that was brought to the Board that would have established a Council on Cross-Cultural Engagement as an ongoing committee. The Right Relationship Monitoring Committee was asked to provide additional background and bring the motion to a future meeting.

### **REPORT OF THE LINKAGE WORKING GROUP**

Linda Laskowski, Chair of the Linkage Working Group, reported on that working group's deliberations, including a commitment to create a linkage "toolkit," a proposal from Unity Consulting regarding linkage which will come to the Board for a vote at the time of their November meeting, and a discussion of several potential meetings with Youth Caucus at General Assembly.

M (Laskowski) and S

VOTED: That the Board work with the District Presidents' Association to do linkage with member congregations on the scope of our Association.

### **REPORT OF THE COMMUNICATIONS WORKING GROUP**

Erik David Carlson, Chair of the Communications Working Group, reported on the deliberations of that group, saying that they had discussed the publication of board meeting minutes, the UUA Trustees blog site, a potential UUA Trustee wiki site, and had amended the charge of this working group so that it now reads:

To create policies that govern the systems by which the board communicates with the outside world and to maintain the avenues (but not the content) of communications;

To create polices that govern the systems by which the board communicates internally;

In consultation with the UUA staff, determine the best techniques and technology for our communications;

Help facilitate the learning/training of UUA Board members in the technologies/techniques we use to communicate.

### **REPORT OF THE GOVERNANCE WORKING GROUP**

Donna Harrison, Chair of the Governance Working Group reported on their discussions, including the advisability of establishing the UU Common Endowment Fund as a entity separate from the UUA, the disposition of monitoring reports received in September, and a process assessment of the trustees engagement with monitoring reports.

M (Harrison) and S

VOTED: That the Board appreciatively acknowledges receipt of monitoring reports 2.8.4, 2.8.8, 2.8.9, 2.8.10, 2.8.11 and 2.8.12 with the

following caveats regarding reports on Policy 2.8.10.D and Policy 2.8.10.E:

- The Board accepts the report on Policy 2.8.10.D, but notes that the interpretation did not address whether the Administration has complied with the requirement that 1% of the Common Endowment Fund be invested in community investments. We note that the Treasurer indicated that this will be cleared up the next time this policy is monitored.
- The Board accepts Policy 2.8.10.E, with acknowledgement that the operational definition is incomplete as it does not include how loans and grants are funded in the context of the allowable sources defined in the policy; it does not address how the interest rate is established in accordance with the policy; and it does not address the policy regarding the terms of the loans. The Board requests a complete operational definition in the next report for Policy 2.8.10.E, as regularly scheduled.

M (Harrison) and S

VOTED: That Policy 2.8.11 be modified to clarify that it includes gifts of financial assets:

Permit the Association to accept gifts of tangible or intangible property (including financial assets) which expose the Association to financial, legal, or other risk; that are inconsistent with the Shared Vision (ENDS); or that violate the Association's Gift Acceptance Guidelines.

M (Harrison) and S

VOTED: To insert the following as Policy 3.3.1 and to renumber subsequent subsections accordingly:

3.3.1 Board members must act in accordance with our covenant with each other.

We promise to:

...listen deeply, speak boldly and keep an open mind, balancing views of self and others authentically

....be humble, prepared and present and focus on governance as the board's essential role, while taking the long view, and maintaining

accountability for Anti-Racism, Anti-Oppression and Multi-Culturalism

....have respect and affection for each other, assuming the best of intentions and honest needs and building new bridges and mending bridges that are broken

....remember our sources and whose we are, giving space for faith

....learn and grow, practice self-care, laugh and sing!

This covenant shall be read at the beginning of each board meeting

M (Harrison) and S

VOTED: To adopt Policy 3.1.9E(1):

3.1.9E Participants in Executive Session will be limited to Board Members, the Youth Observer, Officers and the Vice President for Ministries and Congregational Support. The Board may vote to include others in Executive Session if their presence is required for the meeting.

### **PRESIDENT'S REPORT**

President Peter Morales noted that both the staff and the board had, independent of one another, had begun discussions of ministry to those who identify as Unitarian Universalists but are not members of a UU congregation. He pointed out that the landscape of church attendance had shifted over the years, that the UUA has active international relationships in many countries, and that our current congregations' ministries reach far more people than is accounted for in their membership. He said that the staff is engaged in conversations about looking beyond our current membership and exploring new forms of gathering.

### **TREASURER'S REPORT**

Tim Brennan, Treasurer, reviewed a "dashboard" of financial indicators for the Association, the results of current operations. The current status of the UU Organizations Retirement Plan, and the performance of the UU Common Endowment Fund. He said that his priorities included revising the chart of accounts, implementing new budgeting software, a real estate analysis, and bringing the Employment Benefits Trust and UU Retirement Plan documents up to date.

### **EXECUTIVE SESSION**

The Board voted to go into Executive Session to discuss real estate matters and Committee on Committees' recommendations and, when it returned to regular session, entered committee appointments into the regular minutes of the meeting.

### **COMMITTEE APPOINTMENTS**

M (Bartlett) and S

VOTED: To appoint the following committees and panels for terms beginning January 1, 2012, unless otherwise indicated:

#### **New Appointments**

##### **Panel on Theological Education**

Dan McKanan

##### **Open UUA Committee**

Sam Trumbore, Chair

Dick Jacke

Cheri L Cody

##### **Journey Toward Wholeness Transformation Committee**

Carrie Stewart

Tracey Robinson-Harris

David Slavin

##### **Audit Committee**

Sean Rush

##### **Fund for a Just Society**

Jim Eller, Chair

Lara Helfer

##### **Fund for International Unitarian Universalism**

David Finch

Jacob Kipp

##### **Fund for UUism**

Carol Huston, Chair

Jan Thompson

##### **Fund for UU Social Responsibility**

Terry Lowman

**Ministerial Fellowship Committee**

Mark Watanabe

*Temporary MFC appointment for December panel to replace  
Carey McDonald who is now on staff:*

Jesse King

**Regional Subcommittees on Credentialing**

**Southeast - for Spring 2012 meeting and then to pool**

The Rev. Manish Mishra

Helen Leddy

**New England- for Spring 2012 meeting and then to pool**

The Rev. Claire Feingold

The Rev. Bill Leggett

**Credentialing Pool**

Phyllis Arlow

The Rev. David Sammons

The Rev. John Morehouse

The Rev. Judy Welles

The Rev. Forrest Gilmore

**Religious Education Credentialing Committee**

Jenice View

**Re-appointments**

**Audit Committee**

Jim Key, Chair

Carol Gable

**Open UUA Committee**

Carol Agate

**Election Campaign Practices Committee**

Ken Sawyer, Chair

Charlie King

David Jackoway

**Fund For a Just Society**

Robin Kimbrough-Melton, co-Chair

Roger Jones

Dana F. Reynolds

Katy Love



Laura Wagner

**Fund for International UUism**

Patrice Curtis  
Vic Henschel  
Lalitha Janamanchi

**Fund For Unitarian Universalism**

Mary Miles  
Maj-Britt Johnson  
John Gibb Millspaugh

**Fund For UU Social Responsibility**

Robert Johnsen, Chair  
Anthony Johnson  
Marjorie Matty  
Susan A. Moran

**Journey Toward Wholeness Transformation Committee**

Wendy von Zirpolo, co-Chair  
Scott McNeill  
Jonipher Kwong

**Ministerial Fellowship Committee**

Wayne B. Arnason, Chair  
Debra Haffner  
Karen Stoyanoff  
Margaret E. Corletti  
Cynthia L. Kane  
Anthony Stringer  
Karen Eng  
Jessica Halperin

**Regional Sub-Committees on Candidacy**

**Southeast - for Spring 2012 meeting and then to pool:**

Leslie Trew, Chair  
Kathryn Bowman  
Elyse Reznick  
Susanne S. Nazian  
Matthew Tittle  
Amassa Fauntleroy  
Alice Syltie  
Barbara J. Pescan  
Paul Beckel

**New England RSCC- for Spring 2012 meeting and then to pool**

Marta M. Flanagan, Chair  
John Simmonds  
Sarah G. Millspaugh  
Linnea Huston  
Allyn Clarke  
Deborah Cayer  
Kathy Kellison

**Credentialing Pools**

**From West:**

Phil Campbell  
Jesse King, Chair  
Elizabeth Banks  
Charla Weiss  
Kenneth Collier  
Stephen Furrer

**From Mid-West:**

William T. Haney  
Karin Wille  
Sharon Blevins  
Melissa J. Carvill-Ziemer  
Brent A. Smith

**Panel on Theological Education**

Rob Eller Isaacs, Chair  
Ginger Luke  
Robert M. Hardies

**Religious Education Credentialing Committee**

Jan Devor, Chair  
Linda Olsen Peebles  
Randy Becker  
Tandy Scheffler  
Russell Araujo  
Steve Lynn

M (Cullen) and S

VOTED: To make the following committee appointments for terms beginning January 1, 2012 unless otherwise indicated:

**Committee on Socially Responsible Investing:**

Reappointments:  
Glenn C. Farley (chair)

Simon Billenness  
David Stewart  
Marva E. Williams  
(one new appointment to be named at a later date)

**Investment Committee:**

Reappointments:  
Carol McMullen  
Arnold Bradburd  
Julie Skye

New appointment:  
Rob Friedman

**Retirement Plan Committee (new):**

(Five appointments to be named at a later date)

**Trustees of the Unitarian Universalist Association Employee  
Benefits Trust:**

(Term ending December 31, 2013; maximum service ends  
December 31, 2015)

Paul Bluestein, Chair  
Kathy Burek

(Term ending December 31, 2012; maximum service ends  
December 31, 2014)

Brent Wilkes  
David Tedesco  
Mindy Scharlin

**DISCUSSION OF ELECTION OF MODERATOR**

M (Stewart) and S

VOTED: That the Board nominate at least two candidates for Moderator for  
the election of the Moderator to take place in 2013

**CLOSING**

Susan Ritchie provided closing words and the meeting was adjourned at 3:10 pm on  
Sunday, October 23, 2011.

Respectfully submitted,

/s/ Kathleen Montgomery  
Recording Secretary

### **BOARD OF TRUSTEES SCHEDULE**

*The board normally meets as follows in **January** and **April**:*

**Thursday: Committee Day:** Right Relationship Monitoring Committee; Committee on Committees; and Finance Committee meet. Whole board activities begin with Thursday dinner.

**Friday:** Working Group Day

**Saturday:** Board meeting

**Sunday:** Board meeting followed by Coordinating Council meeting

*In **June**, the Board meets before and after the General Assembly. The schedule allows Board member participation in UU University and UUMA Ministry Days. Working groups normally do not meet at the June meeting. In election years (odd years), newly elected trustees must attend Anti-Racism / Anti-Oppression training for leaders following General Assembly.*

*In **October**, the Board meeting is one day longer, with Committee Day on Wednesday. In October of odd-numbered years (2009, 2011...) the Board meeting is preceded by a retreat for new board members beginning on Tuesday or Wednesday.*

#### **January 2012, New Orleans, LA**

Thursday, January 19 - Committees

Friday, January 20 – Working Groups

Saturday, January 21 – Sunday, January 22 – Board of Trustees meeting  
(Board packet deadline: **December 19, 2011**)

#### **April 2012, TBD:**

Thursday, April 19 - Committees

Friday, April 20 – Working Groups

Saturday, April 21 – Sunday April 22 – Board of Trustees meeting  
(Board packet deadline: **March 19, 2012**)

#### **June 2012, Phoenix, AZ:**

Tuesday, June 19 – Wednesday, June 20 – Board of Trustees meeting

Wednesday, June 20 – Sunday June 24 – General Assembly

Monday, June 25 – Board of Trustees meeting

(Board packet deadline: **May 18, 2012**)

#### **October 2012, TBD**

Wednesday, October 17 - Committees

Thursday, October 18

Friday, October 19 – Working Groups  
Saturday, January 20 – Sunday, January 21 - Board of Trustees meeting  
(Board packet deadline: **September 17, 2012**)

**January 2013, TBD**

Thursday, January 17 - Committees  
Friday, January 18 – Working Groups  
Saturday, January 20 – Sunday, January 21 – Board of Trustees meeting  
(Board packet deadline: **December 19, 2012**)

**April 2013, TBD:**

Thursday, April 18 - Committees  
Friday, April 19 – Working Groups  
Saturday, April 20 – Sunday April 21 – Board of Trustees meeting  
(Board packet deadline: **March 18, 2013**)

**June 2013, Louisville, KY:**

Tuesday, June 18 – Wednesday, June 19 – Board of Trustees meeting  
Wednesday, June 19 – Sunday June 23 – General Assembly  
Monday, June 24 – Board of Trustees meeting  
(Board packet deadline: **May 20, 2013**)

**October 2013, TBD**

Wednesday, October 16 - Committees  
Thursday, October 17  
Friday, October 18 – Working Groups  
Saturday, January 19 – Sunday, January 21 - Board of Trustees meeting  
(Board packet deadline: **September 17, 2013**)

**January 2014, TBD**

Thursday, January 23 - Committees  
Friday, January 24 – Working Groups  
Saturday, January 25 – Sunday, January 26 – Board of Trustees meeting  
(Board packet deadline: **December 16, 2013**)

**April 2014 TBD:**

Thursday, April 17 - Committees  
Friday, April 18 – Working Groups  
Saturday, April 19 – Sunday April 20 – Board of Trustees meeting  
(Board packet deadline: **March 17, 2014**)

**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  
(Board packet deadline: **May 19, 2014**)

