

The Unitarian Universalist Association of Congregations  
Commission on Appraisal



**Minutes**  
**October 2011 Meeting**  
**Boston, MA**

**Thursday October 20th**

Present: Erica Baron, John Cullinan, Megan Dowdell, Pete Fontneau, Lynne Garner, Bev Harrison, Nana Kratochvil, Don Mohr, Mitra Rahnema

The Commissioners met in Don's room of Hotel Indigo for review of the agenda, check-in, and closing by Megan.

**Friday October 21st**

The commission travel by car to Beacon Press building for the day's work.  
Megan and Erica did the opening and welcome.

**Team Building**

Keith Kron led a discussion of the enneagram and the meaning of each commissioner's enneagram test.

Erica Baron reported on the current project. She described the process from the beginning and the likely actions over the next two years for the benefit of the new commissioners. Overall the commission is collecting data and analyzing it. It is trying to read the data rather than looking for consensus. COA is required to report every 4 years. This report is targeted for 2013. A discussion of the process followed. It was an opportunity for members of the commission to ask questions and express opinions about the project so far and what may happen in the next two years. A big part of the discussion was the commitment to incorporate an anti-racist and anti-oppression viewpoint into the project.

Nana' did the process observation and Bev did the ARAO observation.

The group gathered for dinner and then moved to the dorms at Andover Newton Theological Seminary for the rest of the meeting time.

**Mini-Case Studies**

The commission convened in the third floor lounge of the dorm and heard the presentation of two mini-case studies by Nana' and Bev. Due to time constraints, the presentation of other mini-case studies was removed from the agenda.

Pete did the process observation and Megan did the ARAO observation.

Nana' did the closing.

### **Saturday, October 22nd**

Mitra did the opening.

### **Agenda Changes**

Megan presented a revised agenda.

### **Minutes of June Meeting**

The minutes of the June meeting approved without discussion.

### **Data Review**

Everyone took a handful (about 10) pieces of paper with codes and category codes to look for patterns and interesting relationships. Each person presented his/her work and ideas on a large piece of paper and these were reviewed by the group. This was followed by a discussion of this type of data analysis process.

Lynne did the process observation and Mitra did the ARAO observation.

Lunch was ordered in.

### **Politics and COA**

There was a discussion over lunch concerning the recent history of relations between COA and Board and budgeting difficulties. Nana' proposed that she and Megan have a conversation about developing a good relationship with the board. Lynne later joined that subcommittee.

### **Agenda**

There was a brief discussion of readjusting the agenda. The decision was made to return to data analysis later this evening.

### **Case study Selection and Planning**

There was a discussion of case study selection & planning. It was decided that once the whole commission set criteria a small committee could select the churches. The commission generated a criteria list and then the criteria were roughly ranked.

Erica, Nana, and Mitra were tasked with generating a first and second choice and back-up list by November 15 and asking the churches by the end of November.

### **Archives Updates:**

Bev reported that she doesn't have the Article II project list from Jacqui. Don will send a list to Bev and Bev will continue to try to contact Jacqui.

Erica said that minutes, list of possible topics, moderator guide, and master code guide should be archived from the current project.

### **GA2012/Upcoming Meetings**

Mitra reported on overall plans for GA 2012. There was a discussion of the role of COA as a whole and members as individuals. Many individuals will have other roles, but the commission will not be there in an official capacity.

After a discussion about adding a day for the January and April meetings, Megan called for a vote to stay Thursday through Sunday night with departure Monday morning. That passed.

### **Treasurer Report and Overview**

Don reported on the budget and finances. There has been a problem getting monthly reports from the UUA, and their reporting is not by line item, so it is difficult to track expenses.

### **Logistics for January and April**

There was a discussion of the efforts to reduce expenses for this meeting, our proposed process, and of logistics for the meetings in January and April.

An alternative to case study plan was proposed: Half of the commission goes to each of two sites in January and meet together without a case study in April. It was decided to do case studies on a slightly smaller scale than originally planned. The commission will split between two sites in January and come together as a whole for data analysis in April. Erica will head a committee to work out a tool for the case studies. Lynne will replace her on the church selection committee, and Nana' will chair that committee. Bev will look for a conference center for the April meeting.

### **Debrief AR/AO training**

The three new commissioners, John, Lynne, and Mitra reported on the ARAO training following GA 201. Megan suggested we do more ARAO training in April.

Pete did the process observation and John did the ARAO observation.

### **Data Review, Part 2**

The process used in the morning for data review was repeated on a different data set.

Respectfully submitted,  
Bev Harrison, Secretary