

General Assembly Planning Committee Meeting Notes
Friday, January 5, 2007
Ft. Lauderdale, FL

GAPC Attending: Linda Friedman, Chair, Barbara Atlas, Joan Benziger, Lynda Bluestein, Ginger Brown, Fred Cole, Eva Marx, Beth McGregor, Judi McGavin, Tim Murphy, Jan Sneegas, and Walt Wieder.

Also Present: Gini Courter

1. Conversation with Moderator Gini Courter

Open Space Technology: for the first time in the history of the UUA/AUA congregations will be invited to participate in a process to decide what our Association should be doing and have input into its priorities. The UUMA Exec is encouraging all of its ministers to attend GA and participate in Open Space Technology (OST) and they will be doing some OST work in Professional Days. There are documents on uua.org at the Board pages on Open Space Technology

New Grid for 2007: mornings mostly Plenary Sessions and afternoons mostly OST. Need to address the place and amount of time to be devoted to the Social Witness Process in our GA. Plenary Time has been cut by 40% - PC to plan on reassigning ushers to assist with monitoring room capacity (safety issues). Thursday ushers will be asked to hand out schedules that have just been created.

Facilitators for OST: Helen Bishop has recruited facilitators from a variety of places. There is an application process. 11 teams of 2, 22 total facilitators. The first workshop (facilitators will be UUA Board members) will create the rest of the evolving grid to include 10 side by side sessions which will produce 120 workshops over the next 6 workshop slots. If you would like to suggest someone to serve as an OST facilitator let Gini or Eva know asap.

Cultural Misappropriation Team: meeting took place in September of last year involving ARE, DRUUMM and LUUNA with UUMN and leaders in the association to promote dialog and to get UUMN engaged with those constituencies. We have opportunities at GA to address issues of race that would not be possible in our congregations because more people of color are present at GA. We need a process to trap and work through issues that arise at GA. (Right Relationship Team and Chaplaincy Team). A letter from Gini dated September 20th outlines the conversation with regard to Cultural Misappropriation and included many suggestions for recommendations most of which (all) will probably be adopted. April a team of musicians and worship leaders will be convening in Portland to review the music and rituals. Will be meeting with GAPC in April. Titles of hymns will not be listed in the program to prevent anticipation of cultural misappropriation.

GA Covenant: various groups at GA will sign onto a covenant and individuals will be asked to sign as well (program book).

- 2. The GRID:** Copies of the revised GRID were distributed. **Covenant Groups will not be happening at GA** this year because a coordinator could not be identified. The request from Susan Leslie of the **Public Witness** for the earth event (potentially Saturday from 12:15 until 1:00 on the Convention Center Grounds). **Discussion of Child Care:** Fees; structure and function; and results of survey were presented. We have an obligation to provide child care

during Plenary Sessions. Jan suggested raising GA registration fees \$5 which will enable us to offer child care at \$25 per day first come first served basis. Suggest that we also create a list of parent participants to encourage cooping child care for evening programming.

3. Jan's Report

Budget: Jan walked the PC through the **OEC Budgets for 2007 and 2008** and answered some questions about specific line items. She also noted that we **may have an election** in 2007 that we had not budgeted for. We then discussed the **Greening initiative** and the proposed contract of Meeting Strategies for future monitoring of this work and its follow through to make sure we are having the impact we desire on our convention facilities and hotels. A question has arisen with regard to **Minneapolis**. Union contracts will be expiring in 2010 for all of the unions in Minneapolis. There are no penalties for pulling out of Minneapolis now if we choose not to spend the next two years wondering if the union situation will be resolved before 2010. Also, one of the hotels in Minneapolis wants us to sign a contract 4 years out instead of the usual two which is when we have to officially sign with the convention center and the other hotels. That also was unacceptable to the PC. Unable to follow up with writer of letter complaining of **exhibitor relations** because writer has not been available or responded to requests for meeting time. Discussion of clearance of all music with ASCAP and BMI for all music played at GA. Need to look at what licensure means vis-a-vis the budget for GA 2008.

4. Lunch with Area Ministers/Tour the Ft. Lauderdale Convention Center

5. Concerns about the Ft. Lauderdale Convention Center Facilities

- Distances great between Convention Center and most hotels;
- Food: availability, cost, variety; no fast food establishments are close by
- Folks with mobility issues will have special challenges in Ft. Lauderdale
- Not all shuttles can accommodate scooters and wheel chairs
- Shuttles must be provided for all contracted hotels
- Because of the distance of hotels from the Convention Center, location of child care will be a challenge
- There is no logical campus/dormitory location for very low cost housing
- There is a great location for a PC suite at the Convention Center – PC would like to have that as an option for noon meeting. (availability of food to be discussed further)
- The location is very uber-rich, conspicuous consumption.
- Members of the PC really liked the Convention Center itself – it is beautiful and easy to negotiate, and has great space.
- There is no attrition in the hotel blocks.
- This will be a very affordable General Assembly.
- Need to put a piece in the program about being prepared by bringing a Water Bottle, sunscreen, hat, etc.
- Great Location for both Plenary and Exhibit Hall.
- Attendees need to be aware that they will need to have photo ID onboard shuttles as Homeland Security is in charge of the port which includes the Convention Center.

General Assembly Planning Committee Meeting Notes
Saturday, January 6, 2007
Ft. Lauderdale, FL

1. **Task Groups Meet: Worship & Celebration and Plenary**
2. **Teleconference with UUA President Bill Sinkford**

The “ask” in Portland. There is tremendous energy around having members of our congregations volunteer in various **Gulf Coast Relief** efforts that needs support. Would like to ask GA attendees to give to this work. Ask to be made in Plenary – Friday or Saturday. Will there be a booth in Exhibit Hall to allow attendees to stop by and learn more. Also include an item in the Program Book (Bill to provide by Feb. 15.)

07 Ware Lecture: some indication there may be protests, low level rumbblings and should we think about security?

Goal in selecting Rashid to stimulate conversation about a complicated and intensely emotional subject. People are pretty well entrenched in their feelings. Bill to reach out to UUs for Justice in the Mideast and UUA.

Visions and Hopes for GA 2007: OST a creative way to help congregations articulate the mission and goals of the Association. UUA BoT moving toward Policy Based Governance Model. Commission on Appraisal doing work on our purposes and principles. Need help from PC to help make the process work in GA.

Subsidy for Congregational Presidents ends in 09.

Anniversaries to Celebrate in Opening: 10 years – JTW; 30 years Women in Religion Resolution; and 10 years our Accessibilities work.

Ware 08: ask Bill to select the Ware 08 speaker asap and get that confirmed so that we can announce the next year’s Ware Lecturer at this year’s GA.

3. **Report from Worship & Celebration Task Group**

Opening: still being framed. We now have new information (e.g. Bill Sinkford’s desire to celebrate the 10-10-30 year Anniversaries) that needs to be considered in our planning.

Hymn Coordination: specific hymns not listed in program. Sarah Dan Jones will be working on selecting leaders and needs to have conversation with Gini about plenary hymns.

Sunday Closing Worship: Progress looks good ahead of planning this time last year.

SLT: Walt on lead, will be finding out more after this meeting.

PC Sponsored Worship Services: UUMA being delegated the responsibility for selecting worship leaders. Need to manage details back in the PC (e.g. order of service copies)

Bridging & Youth Worship: bridging being handled effectively by Michael Tino. Youth Office in disarray at the moment.

Choir Concert: Leon Burke leader. Need volunteers for check in at first two rehearsals and limit number of participants.

4. **Report from Plenary Task Group**

CSW Liaison: Beth will meet with CSW in late January to make sure communication between CSW and GAPC is going well concerning event requests, ushers, timers, etc.

Ware Lecture: Rashid Khalidi

Agenda & Script: Linda and Gini working together on this. Need by the end of May. Linda the primary person responsible for gathering the scripts. Liaisons to events in Plenary Hall need to get the scripts to Linda. Policy has been that if an event takes place in Plenary Hall then it must be captioned.

Technology: a lot cannot be done until the site visit in two weeks. **Rehearsal Schedule** handled by Barb and Fred but no later than before the April Meeting. Need to have a timeline put out for what needs to be scheduled before the April Meeting. During times we are not doing anything the microphones need to be turned off. Tech Deck needs to be attentive to that. No microphone at Stage Left Table.

A Plenary Hall Request Form: new form being developed to capture needs on-stage and tech so requesters will know what is covered and what is extra and must be paid for.

Ushers: Nancy Loughrey will be the usher coordinator. Need usher monitors at doors of OST break out rooms. Exhibit Hall Security same paid security as last year no ushers. Ushers needed for all 4 nights of Evening Entertainment. Ombudsman table to assist people who do not have credentials. Board Members have indicated willingness to serve as ushers at the Ware Lecture. Conflict Management training again for ushers maybe involvement with Right Relationship Team – with an AR/AO focus. Some training thing in April with VC and PC while we are in Portland. Accessibilities has a one page sheet describing how to assist differently-abled persons; something similar could be used for AR/AO. Find out if there are any groups doing “self ushering” of events.

Ambiance: Beth in charge of again. Joan will shadow Beth.

5. Task Groups Meet: Constituencies and Services

6. Report from Constituencies Task Group

Accessibility: really don't know what our concerns are this year, will know more after Patty Cameron gets back from Portland in a couple of weeks.

Young Adults: Anthony Severo is taking over as a new staff member; they would like to do an “ask” at their Soulful Sundown Service.

Child Care/Day Camp: This year we are staying with Kiddie Korps and not even asking for bids. After looking at the GRID decided to change hours to **8AM to 5PM**. Not a VC liaison to Child Care. Volunteers to set up schedules for volunteers who will be working with Kiddie Korps, to look at applications and send names to Kiddie Korps to vet. Volunteer should be there on first day at check in and check out to make sure things are going smoothly and then to introduce new volunteers for subsequent days.

Young Fun: Site is up for grabs although Portland State has been suggested. For future: a junior high school youth caucus spending a day at GA.

Youth Caucus: has also lost a staff person and will be doing a half day meeting with us in April.

Orientation: Ginger to organize and Beth to present.

Feedback Session: Fred, Joan and Beth will be conducting.

Evening Entertainment: things progressing – we will be having fully executed contracts this year.

Exhibit Hall Liaison: Walt is the liaison.

7. Report from Services Task Group

Chaplains, Spiritual Practices, Meditation, Joys & Sorrows: Chaplains to hold regular office hours every day at the lunch hour. Joys and Sorrows will start at 10:00 PM.

Chaplains will consult with Right Relations Team on relational issues. Major crises of all types may be referred to Linda as a member of the Crisis Management Team.

Right Relations Team will talk between now and April to determine how public they want to be (e.g. publish their names and contact info in the program).

Greening: Amy and Jan will put information in Program. Lynda to write up a “greening pride” sheet for lifting up our past accomplishments and groundbreaking work for 1) Orientation; 2) District In-gatherings; 3) send to DPA for inclusion in District Newsletter and put something about buying Carbon Offset at Ministry for the Earth Booth in first GA Newsletter.

Anti-Racism/Anti-Oppression: A group is meeting in Portland a few days before the GAPC meeting (Cultural Misappropriation) to make sure all participants have a good idea of how to present things and what not to say.

Monitoring & Evaluation: Evaluation from last year trended toward people remembering the last thing they saw (Ware or Closing), congregational president’ subsidies, etc.

Covenant Groups: not happening this year. They may be back next year but will not necessarily get non-competitive time slots.

Elections: Registration volunteers are used at election booth area directing delegates to the voting areas. Lynda to contact Paul Rickter VP of Assn. to determine if there will be an election; Gini and Lynda to discuss how to manage the Candidate Forum rehearsals etc.

8. Additional Items Discussed

Request for an additional “ask” at GA: Our current policy is that you can’t ask for money at GA outside of SOLT, Sunday Service and one Plenary ask. We have received a request from the Young Adults to take up a collection at Soulful Sundown to support the “Raise the Roof” effort.

Blood Drive: request for PC to sponsor a blood drive at GA.

Fundraiser for DJ: last year a DJ for evening entertainment had her equipment stolen. Michael Tino said the Young Adult Community does not do fundraisers. Consensus of PC is that we cannot use PC money to compensate individuals.

Article for the UU World: Should the PC prepare a Press Release about how GA works and the collaborative process that has been working (e.g. GAMAP).

Conflict of Interest: broad policy needed to be developed to prevent volunteers from either supervising the work of or promoting payment to their children/spouses/close relations.

Tenure of Volunteer Committee: propose that tenure be 4 years starting from year policy is adopted subject to review of PC.

General Assembly Planning Committee Meeting Notes
Sunday, January 7, 2007
Ft. Lauderdale, FL

1. **Worship led by Tim Murphy**

2. **District Coordinator Report by Judi McGavin, PNWD**

Mood in PNWD: a lot of excitement about GA coming to the District, vying for inclusion in the crafting of GA. Judi has been traveling around the district preaching a sermon on "Why We Gather" and bringing the **GA Chalice** to various congregations which is something that is greatly appreciated. She has also been explaining the governance process of GA and how **collaborative the process** of creating the meeting of congregations really is. The Annual Meeting of PNWD is in Boise and Judi and District Exec. Will be **presenting a workshop on role of delegates** at GA and urging people to go. Bill Sinkford will be Keynoter. Some BC congregations in CUC have asked Judi to make a **formal invitation in Vancouver to the CUC** to attend GA.

Volunteer Committee is forming up well. Information Services (Jerry Regan) is collecting things that visitors to Portland may want to know but is interested in receiving more. A whole lot of **questions** have been generated by folks who wonder if there will be sufficient **lower cost hotel options** for folks visiting the Portland area. *Frugal GA* lists and ideas good for Information Services to keep accumulating.

Accessibility: the MAX lite rail system is completely accessible to folks using scooters and carts. Brail instructions and signs are also used in public transportation areas. Laura Stevens has agreed to serve as Administrative Assistant. Complete list to be re-sent to the PC.

Biking: Portland is a biking city and every bus and public facility including the Convention Center have massive space for bike storage.

Media Plan: Tracey Robinson Harris and Valerie Holton were visiting the Portland area recently to assess advertising possibilities (e.g. billboards, broadcast media).

Service Project: Village Gardens (brochure distributed to members of the PC) is a Youth Program that uses sustainable gardening and farming for food, economic development and community development for low income residents of North Portland. There will be opportunities on Saturday for some folks to visit some of the garden projects especially the ones not in people's neighborhoods.

3. **UUA Board Report by Eva Marx**

The board meets in 11 days. The criteria for Independent Affiliates are included in the Board Packet for January will be voted in April 07 and go into effect for GA 2008. Current criteria will apply for GA 2007. The Board is enthusiastic about serving as ushers again at the Ware Lecture. Bill and Gini are having a workshop with Congregational Presidents and the UUA Board is sponsoring a networking workshop with them. Last year the board had a Board Table in the Exhibit Hall, but will probably will not have that again this year since there will be so many opportunities to interact during the OST processes.

4. UUMN Report by Lynda Bluestein

The contract between the GA Planning Committee and the UU Musicians Network covers personnel, a Music Coordinator (Sarah Dan Jones), a GA Adult Choir Director (Leon Burke) and an accompanist (Bob Griffith) and specific services:

The Music Coordinator is responsible to the PC for facilitating acquisition of musical talent in such programs as Opening Celebration, morning Worship Services, Plenary Song Breaks and this year the Sunday morning Hymn Sing. In addition the Music Coordinator keeps an eye on all music at GA to be aware of the frequency of use of hymns, suggest alternates, help in getting song leaders if requested and completing the necessary permission process for music that is projected on the screens (ASCAP and BMI) for example. The Music Coordinator is our interface with the talent pool of musicians in the Association to help create the best possible music throughout GA.

4. Action on Motions

Motion #1: On increasing support for families with children.

Moved to increase Registration Fees by \$5 for GA 2007 to increase GA accessibility to families with young children. M/S/A

Approved – send to Board for approval. GA Staff will implement if approved by Board and will publicize this action.

Motion #2: On 2008 Budget

Move approval of budget for GA 2008 as distributed. M/S/A

Approved – send to Finance Committee of the UUA Board.

Motion #3: Appointment of District Coordinator for GA 2008

Moved that the GAPC appoint David Fisher as the District Coordinator for GA 2008 in Ft. Lauderdale. M/S/A

Approved – Linda F to notify David Fisher

Motion #4: To approve “ask” in Plenary for Gulf Coast support.

Moved that the GAPC approve the request that there be a special collection in a plenary program in support of Gulf Relief work that is ongoing. M/S/A

Approved – Linda F to notify Bill Sinkford and request that he prepare a write up for this program and schedule space in the exhibit hall for a booth devoted to this effort.

Motion #5: Moved to approve the 11 additional workshops from IAs.

Moved that this list of 11 selected Independent Affiliate programs distributed by the selection task group be approved for GA 2007. M/S/A

Approved – GA office will notify the parties whose workshops have been approved.

Motion #6: Soulful Sundown Request to have an “ask”

Moved that the GAPC not grant an exception to its current policy on asking for money at GA. M/S/A

Action – Tim Murphy to notify Soulful Sundown Coordinators.

Motion #7: Tenure for Members of Volunteer Committee. Move adoption of a PC Policy limiting the membership on the GA Volunteer Committee to 4 years starting from the year this policy is adopted. Extensions of Volunteer Committee terms may be granted subject to PC Review.

Action – Add to PC Manual

Motion # 8: Minneapolis GA

Moved that the GAPC recommend to the UUA Board the UUA withdraw from the contract with Minneapolis for GA 2010. M/S/A

Action – details to be sent to January UUA Board Meeting and the Executive Committee of the PC will initiate a new site selection process subject to Board agreement to the motion.

Meeting Notes Prepared by
Lynda Bluestein, Secretary
General Assembly Planning Committee