



General Assembly  
Planning Committee

Summary Minutes  
September 14 – 16, 2007

### Friday Session

#### I. Opening

Ginger Brown called the meeting to order. After chalice lighting and morning reflection Lynda Bluestein was elected Secretary, the Conflict of Interest Policy was reviewed and it was decided it is somewhat confusing and needs revision (Bluestein/Cole for Jan 08) and the Agenda for the meeting was reviewed.

#### II. GAMAP Report

1. On the GRID there is a 2 hour slot for Public Witness. Need further clarification vis-à-vis expectation for how this will be included in future years; (follow up with Susan Leslie)
2. Open Space Technology (OST) – how does the Board know that it wants to include more OST work at GA 2008 if it has not yet received a report on OST from Helen Bishop or feedback from the congregations?
3. Right Relations Team: Was very much appreciated at GA 07 and will return in 08. They have requested a second room in addition to the one they share with the chaplains – may not be available given space limitations at Florida Convention Center. (FCC)
4. The Moderator attended the UUMN Conference in Clearwater (Aug 07) and announced there that she hoped the PC would make sure that the *Sources* Cantata would be part of Opening Worship at GA 08. Issues related to the budget, the feasibility of doing *Sources* at Opening Worship given logistics of availability of skilled singers, budget for the 23 piece orchestra, the rehearsal time needed, the set-up for recording the work, and the length of the work (40 minutes) on a travel day were lifted up and discussed.
5. Friday night Program: GAMAP decided to combine Soulful Sundown with Youth Worship and the Bridging Ceremony into an All GA Worship service..
6. Sunday Worship: perhaps add hymn sing for 15 minutes before 9 AM Worship time.  
GA 09 Theme: suggest move to having it be the same every year: General Assembly: A Meeting of Congregations.

#### III. Brainstorming Questions for Visitors to GAPC Meeting

Beth Norton, President of UUMN: Questions about music budget, how to compensate musicians fairly; *Sources* logistics;

Bill Sinkford, President of UUA: Why have *Sources* at Opening? Theme consistency; Ware Lecturer – who+? Pre-Ware Event – can time be adjusted so that Ware can start ½ hour earlier? Relationship between PC and Pre GA Events?

Tim Brennan, Treasurer of UUA: 1/3 reserve formula explanation. Budgeting cycle at the UUA. Prospects for 08-09 Budget.

Gini Courter, Moderator of UUA: ditto from questions for Bill. How many Committees and how many IAs she anticipates so that the PC can finalize the allocated program slots for GA 08.

John Hurley, Director of Communications at UUA: discuss communications office and GAPC Role in disseminating information and responding to queries and issues that arise.

#### **IV. UUMN Conversation**

The PC members introduced themselves to all guests present. Beth McGregor reviewed GRID changes for 08. Beth Norton highlighted some of the problems this past GA (e.g. reimbursement for payments to musicians, hotel registration for UUMN personnel at staff rate, purchase and payment for choir music). For GA 08 Bob Griffith will be the GA Choir Director; Accompanist and Music Coordinator positions not yet selected.

Discussion included: proposal to have an understudy for the MC as a volunteer committee position; the need for the UUMN to communicate to groups who request musicians outside of the GA PC programming and when to have another GA Children's Choir UUCC.

Consensus was best time would be 2010 in Minneapolis. The PC was strongly in favor and also to look to making it possible to combine the housing etc. through Young FUN.

Decisions:

1. More work on the contract between the UUMN and GA PC that better defines the roles and responsibilities of the UUMN Personnel who will work with the GAPS better clarity for how expenses will be reimbursed.
2. Members of the GAPCE agreed that the UUMN should be responsible for ordering Choir music and for collecting the money and for communication to all groups requesting music services the GAPC's policy for compensating musicians for work at GA.

#### **V. Conversation with Bill Sinkford**

Bill Sinkford offered this Committee his thanks for being willing partners in the re-visioning of GA, and what a pleasure it has been to work collaboratively.

1. Branding –Bill in agreement that “GA A Meeting of Congregations” be used each year
2. Sources at Opening Ceremony: a) logistics and b) appropriateness for an Opening Celebration on travel day – important to continue the conversation.
3. Ware Lecturer – Bill Moyers still need a “yes” by October 15. Van Jones speaker on the intersection of Land Use and Racism.
4. Pre-Ware Lecture Event – small pre-event dinner can be completed in time to have the Ware Lecture start at 8:30 instead of 9 PM.
5. Pre GA Events – connection to GA – GAPC asked Bill to initiate a conversation with groups who have Pre-GA programming to make as much information on needs for services like Accessibility, volunteer assistance, music, etc. made clear.
6. Marlin Lavanhar from All Souls in Tulsa preaching on Sunday.

#### **VI. GA Evaluations & Feedback**

A report was included in the packet on findings from the GA Evaluations – completed by 10% of attendees with 25% saying they were first-timers. Some things lifted up:

- Registration and long lines a repeated complaint
- People who arrive later asking for Orientation ; too much time spent on CSW

- Many complaints about SLT 40% fair or poor; 25% did not attend; 60% thought it was okay. Most frequently mentioned “least favorite part of GA”
- Closing Worship – mixed results 58% really liked it, 10% neutral.
- Complaints about workshop presenters being too self-promoting selling books/CDs
- Request for program book to describe proportion of workshop in lecture/Q&A;
- Business portion of opening detracted from the celebratory tone of Opening;
- Complaints about the conflicts with OST vis-à-vis scheduling and overcrowded workshops
- 2/3 of people who responded liked closing earlier.
- Exhibitors unable to close down booths and get to Closing Worship.
- Staffing, management and volunteers all got good ratings. Right Relations Team very positive feedback
- Captioning covered peoples’ faces.
- Printed program very good: add additional pages for notes; colored pages; blank grid. The maps were unclear. Workshop topics posted outside of rooms requested.

## **VII. Conversation with Tim Brennan**

Tim began with acknowledging the great job the PC did with the Portland GA. The questions brainstormed earlier in the day.

1. For the year in which the GA takes place, if both GA and the UUA have a surplus, then 1/3 of the surplus gets put into Reserve – it appears on the balance sheet as a Board Restricted reserve.
2. The surplus can be used for purposes to be decided upon by the Board, but the GA Reserve cannot be tapped without having the UUA Board or Exec Committee have a conversation with the GAPC.
3. The purpose of the Reserve is not just to cover any deficits but to promote the General Assembly in ways such as subsidizing the congregational presidents (other leaders) to come to GA.
4. The GA Planning Committee cycle is not in sync with the UUA Budget. The Association’s budget is voted on at the October Board Meeting. Everything to go into the UUA Budget must be in by August. The Board Packet goes out in September.
5. Tim is proposing a change to the UUA budget cycle to have the Budget for the coming Fiscal Year be voted at the April Board Meeting and perhaps change the FYE from June 30 to December 31.
6. Prospects for 08-09 Budget for UUA. Things look good for a break-even budget. For FY 09-10 the Capital Campaign will be concluding. UUA currently in very solid financial shape. Friends and APF both in very good shape.

## **VIII. Conversation with Gini Courter**

Questions for Gini: With regard to allocated program slots for GA 08, the PC wanted to confirm the number of IAs – 5-8; Committees of the UUA – 15 Board Appointed, 2 Funding Panels, 3 APF, CCF, Cultural Misappropriation, CoC and Nom Cte, Budget Hearing, Board has 5 + Budget Hearing.

There was also a discussion on the three topics also covered with Bill Sinkford:

1. Branding be “GA A Meeting of Congregations” with any theme being secondary;
2. *Sources* as an Opening Worship event a) logistics of getting orchestra and singers there plus costs; b) appropriateness for opening so it doesn’t feel like a concert.
3. Connection between Pre-GA events like UU University and GA – especially with regard to need for accessibility services, volunteer services, sharing of or tapping into speakers, etc.

## IX. Youth Programs

Jen Lotze Co-dean for Youth Caucus began by distributing copies of a report which she read from in her report. Overall Youth Programming ran very well last year in Portland with concerns about scheduling conflicts with OST. Per Jesse, GA 07 best GA ever for Youth. GA 08: Derryk Jackson will be carrying the GA portfolio from the GA Office.

Jesse Jaeger spoke to the requested Youth Budget. Bottom line is \$30,000 which is the same amount as last year. Airfare and hotel expenses in Ft. Lauderdale more expensive. There has been a reduction in staff costs. Jan Sneegas noted that the Grand, the Renaissance and the Embassy Suites are the three hotels closest to the Convention Center.

The ID policy in Ft. Lauderdale: Port Access to minors (anyone under 18 years) will need student ID. "Minors without ID who do not present any visible threat may be admitted on a case by case basis. Admittance will not be unreasonably withheld." Suggest that the PC and members of the Youth Office communicate with authorities in Ft. Lauderdale (police, sheriffs, Homeland Security) to do preparation in advance of GA 08. The youth and young adult communities need to take responsibility for doing a lot of communication with regard to the need for IDs.

## X. Communications Office at the UUA

John Hurley met with the members of the PC and opened with a presentation on the structure of the Communications Office. There are 4 offices in the Communications Staff Group; 1) **Periodicals** *UU World*, online weekly [uuworld.com](http://uuworld.com) and *InterConnections*; 2) **OEC** electronic communications – website and e-mail lists; 3) **Information and Public Witness**- [info@uua.org](mailto:info@uua.org) – PR and outreach to the wider world; 4) **Publications** – Skinner House Books, pamphlets, RE curricula.

- The Periodicals group is reporters - the OEC and IPW offices are to help GA to get its message out.
- E-mail has blurred the line between internal and external audiences;
- Anytime you send a communication think of which constituency you want to receive it – but realize that it will have multiple audiences as soon as it is sent;
- Increasing the number of spokespersons increases the likelihood of inconsistencies. Media looking for 5 Cs: Cast of Characters, Controversy, Colorful Language, Conflict, Contradiction.

**Minutes Posting:** what goes in minutes that will soon be posted on the web? Be clear and open but post the decision of the committee and acknowledge there was a lively discussion or even disagreement. The fact that the PC met from September 13 – 16 and have posted the minutes on the web pages can be put on our web page, and sent to UUA-L, UUA-PR, and to the UUA-GA lists.

**Responding to Criticism:** when is it better to respond to criticisms or just let something sit (if possible) until someone else responds so that the PC doesn't end up looking defensive.

**When at all possible:** make announcements on the website. A webpage can always be revised whereas e-mails can't be called back (nor can attachments be recalled.)

John closed by saying he is available to the GAPC.

Suggestions for the GA Planning Committee:

1. GA PC needs to be clear who speaks for this committee;
2. When can a member of the GAPC speak for him or her self and when for the PC?

- The Committee speaks with one voice or not at all.
3. Janet Hayes does PR for GA and has contact with all the reporters in the area.
  4. There is going to be a change in the timing of Sunday Worship services – this is a communications issue. Get supporting information together in advance (language and reasoning) prepared in advanced.
  5. The issue of needing to show a government issued ID to get into the Ft. Lauderdale Convention Center needs to be communicated.

## **XI. Young Adults and Campus Ministry**

Nancy DiGiovanni, Andrew Tripp and Erik Kesting met with the PC. Andrew opened the meeting with bringing thanks from those who were able to attend GA last year with PC sponsorship. Nancy shared her own story of not finding a fit with her congregation's vision of ministry to young adults but fortunately found a home at the UUA. Erik spoke about the importance of Campus Ministry to growth in the movement. The Proposed Budget for Young Adults was presented and discussed.

## **XII. District Coordinator's Report**

David Fisher had submitted a written report for Volunteer Committee. Scott Severence from the Ft. Lauderdale congregation is very interested in doing the Local Information portion of the GA Vol. Committee. Laurie Gold wants to do the Service Project and put out a RFP. David to contact his Service Project Coordinator to lift up the need to include the UUMA chapter. On the T-Shirt design: please add Unitarian Universalist Association – A Meeting of Congregations.

# **Saturday Session**

## **I. General Assembly and Conference Services Director's Report**

GACS Director Jan Sneegas' report covered the following information:

1. GACS will be having a retreat next week to think about how to assist with meeting planning services in smaller venues;
2. \$15,000 received in royalties for tapes sold following GA 07
3. Only 134 requests for free tapes due to overcrowding issues.
4. A request to OEC to have workshop materials be downloadable has brought out the need for the PC to reflect on the ramifications of a) our agreement with CMS; and b) copyrighted materials included in workshops. Currently the PC not prepared to open up workshop content to downloadable form.
5. 2008 Contract with Florida Convention Center currently still not completed; housing contracts with all the hotels except for Sheraton have been signed. NOVA University being considered for Young FUN. Range from \$89 to \$149 for hotel room rates.
6. Current policy is that every person attending GA has to register, this includes all staff groups. Beacon Press has requested the PC to consider allowing staff who are in a group that purchases Exhibit Booth space to be granted a registration(s) based on size of booth. A Task Group of Jan, Walt and Fred will revisit the policy on exhibit hall rentals and registrations.
7. Jan and Don going to SLC at the end of this month. Marriott contract has been signed and that is where the PC will be staying in January 2008. There is intense pressure to sign hotel contracts early because the industry has rebounded and rates are increasing at about 8% per year.

8. Need to be intentional about communicating more with congregations in the host district. Communicating with the host district congregations may include sending their district website minutes from GA Meetings, something about the role of Task Groups, the relationship between the PC and the VC, and the role of the District Coordinator.
9. January dates for PC meeting have changed from first to second week. (January 10 - 13, 2008)

## **II. Budget Report**

Jan Sneegas walked everyone through the Budget worksheet which displayed comparisons from GA 2005, 2006, 2007 to the proposed for 2008. Because of increased attendance in Portland many expense line items were significantly over budget. The bottom line is that GA 2008 ended up in the black by \$437,347. Currently the GA reserve is over \$120,000.

Budget Requests:

1. From Deb Weiner a request for funding for equipment and supplies for web streaming and volunteers involved in electronic communications.
2. Discussion of postage, mailing the program bulk v. first class, not mailing the program in advance of GA at all led to the motion that receiving a printed program in the mail in advance of GA be an opt in option. Request for the GAPC to pay for marketing program around the Convention Center (street banners, airport welcome etc.) After discussion the PC recommended that we consider this kind of marketing on a site by site basis. Ft. Lauderdale CC not in a very visible location but Salt Lake City is.
3. GAMAP requested support for the Right Relations Team for \$5,000 – Worship Leader Meeting \$3,500 – Young Adults requested \$10,000 – Youth have requested an additional \$5,000. After discussion: yes to RR Team and Worship Leader Meeting, \$3,500 for Young Adult travel and no to request for Youth increase of \$5,000. Friday night Worship add \$3,000. Total of \$12,000.
5. Registration Fees: agreed to increase adult full-time registration \$5.00 and other fees incrementally.

## **III. Right Relations Team Report**

Tim Murphy reported that Petra had not yet completed her portion of this report but it will be sent to the GAPC next week when Tim receives it.

Feedback on the reporting back to the General Assembly twice per day during Plenary and Evening Entertainment was positive, although the reprimand regarding non-attendance at the Bridging Ceremony was not universally well received.

The RR Team has talked about the need for more time in the office. Last year there were 2 “care hours” for both care and chaplaincy. May want to increase that next year to 4 hours. Request for Workshop on how to make a Right Relations Team available at the congregational level – or essentially in other places and in other ways. Tim said he would check back with the Team to see if they wish to put on a workshop at GA 08 and if so, who would be sponsoring that. *Listening, Teaching, Modeling and Engaging* are the kinds of things that the Right Relations Team does at GA. The direct line of accountability at GA is through the Moderator.

## **IV. Appointment of GA 09 District Coordinator**

Discussion of Application of Lewis Phinney to be District Coordinator for GA in Salt Lake City. Concern that he lives in Colorado Springs and GA will be in SLC was lifted up but with no other applicants it was moved that he be appointed.

## **V. Grid and Program Allocations**

Discussion of GRID proposed by GAMAP: start Opening Celebration ½ hour later (8:00 PM instead of 7:30 PM) and Ware Lecture ½ hour earlier (8:30 PM). Following this discussion the Plenary and Services Task Groups met separately.

## **VI. Reports and Action Items**

### **SERVICES TASK GROUP:**

1. **Evening Entertainment:** Melodie the liaison – needs to stay on top of budget;
2. **Greening:** Denise will work w/Jan and Meeting Strategies and Lynda will send Denise materials she developed last year.
3. **Right Relations:** Tim will serve as liaison.
4. **Chaplaincy Group:** Thinking of having a head chaplain this year; consultation with local ministers and those who have worked before; thinking of extending the office hours of the chaplain. Chaplains will be on lead in triaging any other groups. There will be a meditation room and spiritual practices room somewhere in the FCC.
5. **Monitoring:** Barb will use the same forms that Ginger developed in St. Louis/Portland.
6. **Post GA Evaluation:** Eva will be on lead and add at least a couple of questions on Greening and AR/AO and the Public Witness work this year. There will be some paper copies of the Evaluation available in the volunteer office.
7. **Service Project:** Joan will be liaison to the Service Project.
8. **Exhibit Hall:** Walt on call for any problems.

### **PLENARY HALL TASK GROUP:**

1. **Technical Director:** GAPC is losing the FT support of Elizabeth Collins as Plenary Hall Technical Director. Elizabeth rewrote both her and the PC Tech Liaison job descriptions, both of which are excellent guidelines.
2. **Licensing music to be used in GA:** There is a project underway but not yet completed to streamline the way in which approvals for use of hymns will be covered by a blanket agreement.
3. **Tech Director:** There is one application to step in to fill the Role of Tech Director this year who has extensive GA and Tech experience, and that is Lisa Presley. This position comes with a three year commitment. The Committee unanimously approved this selection.
4. **Banner Parade Discussion:** 1) only congregational banners will be hung; and 2) all marchers must be registered; 3) banners associated with UU organizations may march. Joan to contact Ask Nancy Pierce about photographing banners at the registration area. Also we need to get samples of what a photo of a church building with the Banner superimposed would look like in time for this GA.
5. **CSW** should provide at least one timekeeper; Beth will check with Jan Carlsson Bull to see if they can provide both timekeepers.
6. **Scripts and Captioning:** The PC Tech Liaison will be responsible for communicating to the Service Leader Liaison (e.g. SLT) all requirements and deadlines for scripts, Power Points, Rehearsal Requests, Equipment Requests, etc. Plenary Hall Service/Event liaison will be responsible for filtering the material

submitted and preparing the copies for the tech meeting on that service. Linda Friedman will be the script coordinator.

7. **Ambiance:** at the Banner Parade registration area have a backdrop and photographer ready to photograph the banner. The Banner Registration form will have a place to record the PHOTO #. David will ask his Ambiance person to think about creating some stage design around our sources.
8. **Stage Design & Layout:** Fred and Jan will be in Ft. Lauderdale 12-13 November to do the walk through with Greg Bates and Dan (the sound man). Looking to achieve seating capacity of 4,500 using bleachers to bring up the back of the hall. Little change with stage design assuming a 170 voice choir (max). 40x48 stage. Need to build in the cut outs for wheelchairs when we set up the stage for choir as well as Plenary Hall.
9. **Ushers:** They need a pre-GA volunteer to do the scheduling for the ushers. Jerry Gaynor has volunteered if we are unable to recruit anyone else. Suggestions requested. Ushers need to be in place before the half hour opening of the doors and Reserved Seating needs to be clearly marked and controlled by the Ushers. Training for Ushers AR/AO and Conflict Management. Nancy Loughrey will not be the Usher coordinator for 08 but has agreed to serve as head usher. She requested that the PC ask Richard Bird from the Nashville Congregation to serve as coordinator.
10. **Ware Lecture:** nothing we need to do at this point.

Following these reports the Worship & Celebration and Constituencies Task Groups met separately.

## VII. Reports and Action Items

### CONSTITUENCIES TASK GROUP:

1. **Young Adults:** GAPC and Young Adults forging a stronger relationship and are aware of the past rifts and disappointments.
2. **Youth Caucus:** Denise has spoken with Darrick about working with the PC.
3. **Accessibility:** Need to speak with Patty Cameron about the pre-GA events and the need for her to train an understudy. There was a conversation about satisfying the needs of persons with accessibility needs at GA. Need to have a conversation with people who have used Accessibility Services at past GAs to get their take on unmet and met needs. Need a Motion on the Policy for assessing Personal Assistants a \$35 admin fee for credentials that will permit them to enter GA programs at the FCC with a registrant who requires a personal assistant. ASL interpreter at GA last year was arranged by Patty Cameron (GA Office Staff will be responsible for finding someone for 2008) but technical support (lighting, script stand) needs to be arranged.
4. **Child Care and Day Camp:** Kiddie Korps will be used again as they have provided great services in the past. Will ask for a proposal for next year. Issue arose last year with parents who did not pre-register their children before arriving at GA. **Young Fun:** Tim has proposed that we do a Junior High program in addition to Young Fun to help transition them into Youth Caucus at GA. This will not be happening this year but for the future. Kathy Murphy has said that Children's Choir and Teen Program would not work with how she does Young Fun. The kids get to put together their own program and it does not necessarily include UU content. The PC needs to define Young Fun and how we do children's programming at GA. For Ft. Lauderdale we will stay with Kathy's program but begin to look at re-visioning how to get from where we are to a place where we need to be with children's programming.



5. **Orientation:** The CSW part is too long and needs to be curtailed.

#### **WORSHIP & CELEBRATION TASK GROUP:**

1. **Opening Worship:** Pre-plenary music; Plenary and Banner parade before Sources (30 min). Intergenerational opportunities for in the beginning (chalice lighting) Hymn - Come and Go With Me; Setting the stage – worship leader; *Sources*. Ask a person in Ft. Lauderdale to find or create a Chalice stand to be put on the truck back to Boston for storage in the basement of 25 Beacon between GAs.
2. **Music Liaison** - 3 parts to contract w/ UUMN: Music Coordinator, accompanist, choir director w/ timelines and budget; MC will be asked to support the Contemporary Worship since her role will be w/ Opening will be lessened
3. **Friday Evening Worship:** New this year, this service will combine Bridging, Youth Worship, and Soulful Sundown. Collaboration between Gardner Takahashi-Morris and new Worship Coordinator and YA Coord. Need to get leaders identified prior to January and look to the Music Coordinator for help with coordination of music “needs” such as equipment, personnel, selection of music and obtaining permissions. This worship is provided for *all* of GA, don’t lose the big picture.
4. **Sunday Worship:** Beth will be in on planning to reinforce deadlines and follow through.
5. **Service of Living Tradition:** Walt will discuss issues/concerns from last year with Beth Miller including such things as visibility of honorees; sound, and location for choir. Ideally images of those being recognized at this service should be pre-gathered of honorees rethinking “clapping” issue; tech requests need to be taken seriously.
6. **Pre-Plenary Worship:** leaders must understand it’s 25 minutes homilies - not sermons lots of coordination w/ MC OOS is in program book - no paper UUMA selects 2, CSW (Sat), CSW service - Beth will help facilitate add tech time on Tues for these services leaders should be in hall at 7:30am
7. **Closing:** GA choir - 6 pieces; 20-25 min of music; the theme we are aiming for is to help attendees “take the energy out”; call and response would be an ideal music content - congregational involvement joy. Attitude “worshipful,” but no sermon. The charge is to go forth - pull out your thread and weave anew. Need to find an inspiring liturgist. This worship will be one hour, joyful, celebratory. Role of the GA Choir will be discussed with UUMN President prior to contract finalization.

### **Sunday Session**

#### **I. Committee of the Whole Portfolio**

**PC Sponsored Programs:** Two Featured Program slots – Opening and Friday Night --- need to be identified in the Program as such; two additional featured programs can be Tim to send info to the Leaders, GA, Districts and Independent Affiliate Lists info on how to get to the information on sponsored program slots selected; 31 sponsored programs (both with and without funding) may be selected.

**Scholarship Policy:** we did not have enough applications last year that met our criteria last year so we need to think about more communication.

More communication to various lists on availability of scholarship funding for GA 08.

#### **II. Other Agenda Items**

1. **Internal Communications Policy:** The PCs Agreement on E-mail communications was reviewed and discussed.
2. **Messages from the PC to the Larger UU Community:** first the changes to the GRID need to be sent to the Board Immediately. "Friday Worship (Youth/Bridging and YA)" will be the GRID place holder. This year there will be a Sunday morning worship and a Closing Worship with GA Choir that ends at 7:00 PM. The Public Witness event this year will be in unopposed time and will be a celebratory public witness event. Facilitated Small Group discussions for congregational leadership. Following on the work done in last year's Open Space Workshop, congregational leaders are invited to small group discussion to inform the Association's leaders on ends (goals) that will guide the allocation of resources. During a dedicated 3 hour time slot attendees will have the option of attending the facilitated discussion groups or workshops that will also be repeated again later in the week. Greening initiatives that began at GA 2005 are continuing this year – some additional changes include a check off box on the Registration Form to agree to not receive a printed program prior to arriving at GA. Our Greening Consultant has encouraged the PC to find ways to do away with so much paper. Additionally, there will be no printed Orders of Service for morning worship services – they will be in the Printed program.
3. **The Responsive Resolution:** The PC was asked by the GA in 2007 to spend time during the opening of GA 08 time for delegates and attendees to work together to gain insight, skills and experience with a) our own individual assumptions when encountering new people, and to engage in compassionate response and witness when we fall short of our aspirations to expand our capacity to be allies to our fellow Association members. The PC will seek ways to address this resolution (in Orientation, perhaps in workshops, etc.) since it cannot be done as proposed in the Opening Worship since the performance of the cantata, *Sources*, will be the major part of the program at Opening.
4. **Conflict of Interest Policy:** needs to be revised to state that a PC member is responsible for raising the potential of a C of I if the occasion arises when it does. Walt advised that he has been asked to give a workshop at GA on "So you want to be on the radio?" and he is wondering if this would be a conflict of interest as defined by our current policy or the intent of our current policy. On the post GA 07 Evaluations there were comments that some workshop presenters seemed more interested in selling their books than in relating to the questions and concerns of workshop attendees.

### III. Motions

#### **MOTION #1: The GA Children's Choir**

Moved that the GA Children's Choir (GACC) be part of the GA in 2010 in Minneapolis; furthermore, move that joint housing arrangements be explored with the Young Fun and UCC planners.

#### **MOTION #2: Conference Program Mailing**

Move to include a check off box on the GA 08 Registration Form that allows people to request that a printed program be mailed to them. This information will be placed in proximity to the Carbon Off Set fund request. Explain in all pre-GA materials that, if requested, the programs will be mailed free of this charge via bulk rate and that this is in line with our Greening initiative.

#### **MOTION #3: Registration Fee Increase**

Moved that the GAPC recommend an increase in the full time Registration Fee by \$5 and related fees be adjusted proportionally.

**MOTION #4: Budget**

Moved that the GA 08 budget be approved as discussed and amended.

**MOTION #5: GA 09 District Coordinator Appointed**

To appoint Lew Phinney as the GA District Coordinator for 2009.

**MOTION #6: GA 09 Grid**

Moved that the GA Grid as revised with two time changes Opening: 8-9:30; Ware Lecturer from 8:30 - 930.

**MOTION #7: GA 09 Program Allocations**

Moved that program slots for GA be made available as follows:

Associate Member Organizations – 3 slots each

Independent Affiliates approved by the UUA Board by 11/1/07 – 1 slot each

Theological Schools – 1 slot each

Professional Organizations – 2 slots each

International Office - 3 slots

UUA Committees – 1 slot each

CSW – 8 slots

UUA Districts – 2 slots each plus one ingathering slot

CLF – 1 slot plus one ingathering slot

UUA Board – 6 slots including the budget hearing

Sponsored Organizations – 2 slots each in regular workshop space

UUA Staff – 50 slots

Congregational Presidents – 2 slots

Planning Committee – 35 slots

**MOTION #8: Policy on Personal Assistants**

Moved that persons attending GA requiring the services of a personal assistant who will not be participating in GA but will be present solely as a caregiver be issued a name badge. A \$35 administrative fee will be charged. .

**MOTION #9: Captioning Choral Music**

Moved that it is the policy of the GAPC that all choral music sung in Plenary Hall will be captioned.

**MOTION # 10: Conflict of Interest Policy Amendment**

Moved to amend the current Conflict of Interest Policy to say that “as soon as a member of the Planning Committee knows about a possible conflict of interest, he or she will bring it before the PC.

**All Motions 1-10 Passed:**

**Motion 1 Action:** Music Liaison to inform UUMN President.

**Motion 2 Action:** GA Office will be asked to modify the Registration Form and pre-GA materials to explain the change in procedure.

**Motion 3 Action:** GACS Office and the UUA Board will be notified.

**Motion 4 Action:** Director of GACS will make the changes to the budget recommended and send to the UUA Board for adoption.

**Motion 5 Action:** Add Lew to the GAPC distribution list.

**Motion 6 Action:** GACS Office make changes in the Grid and notify those persons involved of these changes.

**Motion 7 Action:** Post the program slot allocation on the GAPC web pages and inform organizations (Chair of PC)

**Motion 8 Action:** Already being implemented.

**Motion 9 Action:** Liaisons to all PC programs occurring in Plenary Hall to communicate this policy on captioning choral music.

**Motion 10 Action:** Amend the GA Manual.

The meeting was adjourned. The next Meeting of the GA Planning Committee will be January 10 -13, 2008 in Salt Lake City.

Minutes prepared by Lynda Bluestein, Secretary