



7:30 – 8:30	Breakfast ( <i>in Edna Boise Hopkins Room</i> )	
8:30 – 9:00	Check-In Without Observers	
9:00 – 9:30	Opening Worship	Rob Eller-Isaacs
9:30 – 9:40	Call to Order, Welcome, and Introductions	Jim Key
9:40 – 9:45	Review Board Covenant	Jim Key
9:45 – 9:55	Approval of Consent Agenda	Jim Key
9:55 – 10:15	President's Report	Peter Morales
10:15 – 10:30	Moderator's Report	Jim Key
10:30 – 10:40	Vice-Moderator's Report	Denise Rimes
10:40 – 10:55	Break	
10:55 – 11:20	Secretary's Report (including update on Presidential Campaign)	Rob Eller-Isaacs
11:20 – 11:35	Financial Advisor's Report (including APF Task Force Report)	Larry Ladd
11:35 – 11:55	Treasurer's Report	Tim Brennan
11:55 – 12:05	Old Business – Follow Up on Reading Congregation	James Snell (via Carey McDonald)
12:05 – 1:00	Lunch ( <i>in Edna Boise Hopkins Room</i> )	
1:00 – 2:00	GA Business Agenda Review	Jim Key / Denise Rimes
2:00 – 2:45	2016-2017 Working Groups Planning and Assignments	Jim Key
2:45 – 3:15	Governance and Policies Working Group	Andy Burnette
3:15 – 3:30	Break	
3:30 – 3:45	Review Motions	Rob Eller-Isaacs
3:45 – 4:00	Process Observation	James Snell

4:00 – 4:15	Closing Words	Jim Key
4:15 – 6:30	Break	
6:30 – 8:30	Board Retirement Dinner ( <i>in Edna Boise Hopkins Room</i> )	

7:30 – 8:30	Breakfast ( <i>in Edna Boise Hopkins Room</i> )	
8:30 – 8:45	Opening Worship	Sarah Dan Jones
8:45 – 9:00	Welcome and Opening	Jim Key
9:00 – 9:20	Renewing the Covenant Task Force	Susan Ritchie
9:20 – 9:30	Communications Working Group / Merge with Linkage Working Group?	Christina Rivera
9:30 – 9:35	Congregational Boundaries Working Group	Denise Rimes
9:35 – 9:45	Empowerment and Inclusion Working Group	Julian Sharp
9:45 – 10:30	Ends Discussion	Jim Key
10:30 – 10:45	Break	
10:45 – 11:00	Executive Session - Appointments	Sarah Lammert / Michael Sallwasser
11:00 – 11:15	Report Out of Executive Session	Jim Key
11:15 – 11:35	Review Motions, Review Actions for June Board Meeting	Denise Rimes
11:35 – 11:50	Board Report	Rob Eller-Isaacs
11:50 – 12:00	Process Observation	Dorothy Holmes
12:00 – 12:15	Closing Words	Jim Key
12:15 – 1:15	Lunch ( <i>in Edna Boise Hopkins Room</i> )	
1:15 – 3:30	Break for Berry Street Lecture	
3:30 – 5:30	Breakout Session Training	



# BOARD OF TRUSTEES MEETING AGENDA

**MONDAY, JUNE 27, 2016**

Hilton Columbus Downtown – Robert King Room



7:30 – 8:30	Breakfast ( <i>in Robert King Room</i> )	
8:30 – 9:00	Check-In Without Observers	
9:00 – 9:15	Board Photo	
9:15 – 9:30	Centering	Greg Boyd
9:30 – 9:45	Call to Order, Welcome, and Introductions	Jim Key
9:45 – 10:15	Post-GA Reviews	
10:15 – 10:30	Review of 2015-2016 Board Calendar	Denise Rimes
10:30	Adjourn	

UUA Board of Trustees  
April 15 & 16, 2016

**DRAFT - NOT YET APPROVED BY THE UUA BOARD.**

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

April 15 & 16, 2016

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held on Friday, April 15 and Saturday, April 16, 2016 in Boston, Massachusetts.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Andy Burnette, Rob Eller-Isaacs, Dorothy Holmes, Jim Key, Larry Ladd, Patrick McLaughlin, Peter Morales, Denise Rimes, Christina Rivera, Michael Sallwasser, Julian Sharp, and James Snell.

**MEMBERS**

**ABSENT:** None.

**ALSO**

**PRESENT:** Tim Brennan (for portions), Olivia Calvi (youth observer), Caleb Leman (youth observer), Sarah Lammert, Harlan Limpert, and observers.

Jim Key, Moderator, called the meeting to order at 10:08 AM on Friday, April 15, 2016. Board members and guests introduced themselves.

All board members read the covenant out loud in unison. Patrick McLaughlin moved and Michael Sallwasser seconded the motion to approve the consent agenda with one correction and one extraction. The correction was to note that Andy Burnette was, in fact, present at the January, 2016 board meeting but participated online. The item extracted for later conversation was the item of the Redding UU Fellowship of Redding, CA. It passed unanimously, with those changes. The portion of the consent agenda that was approved included the following motions:

- The Southern Region of the Unitarian Universalist Association recommends that the Unitarian Universalist Fellowship of Benton County in Bentonville, AR be accepted into congregational membership with the Unitarian Universalist Association as a member congregation.
- UUA Board Minutes – 1-22 & 23-2016
- UUA Board Executive Session Minutes – 1-23-2016
- UUA Board Minutes – 2-25-2016
- UUA Board Executive Session Minutes – 2-25-2016

UUA Board of Trustees  
April 15 & 16, 2016

The following reports were presented:

**PRESIDENT'S REPORT** Peter Morales presented his president's report.

**MODERATOR'S REPORT** - Jim Key presented his moderator's report.

**VICE MODERATOR'S REPORT** – Susan Weaver presented her vice moderator's report.

**SECRETARY'S REPORT** – Rob Eller-Isaacs presented his secretary's report. He noted that:

- All Souls Church (Belgrade, ME) has dissolved.
- The Hattiesburg Fellowship (Hattiesburg, MS) has dissolved.
- The Unitarian Fellowship of Grand Rapids (Grand Rapids, MN) has changed their name to Itasca Unitarian Fellowship.

A discussion of the request by the Redding Unitarian Universalist Fellowship in Redding, CA to change their status from member congregation to covenanting community took place. Additional information was desired and after discussion Tim Atkins moved and Greg Boyd seconded a motion to table action on this matter until such time that the staff can provide more detailed information about the request. Motion carried. (Moderator Key indicated the matter could be reviewed at the June board meeting.)

**FINANCIAL ADVISOR'S REPORT** – Larry Ladd presented his financial advisor's report, focusing on the Annual Program Fund Taskforce that is exploring changes to the APF.

**TREASURER'S REPORT** – Tim Brennan presented his treasurer's report. Mary Katherine Morn, Director for Stewardship and Development, presented an update in the Collaborative Campaign. James Snell moved and Patrick McLaughlin seconded a motion to approve the budget for FY17. Motion carried.

**COMMITTEE'S WORKING GROUP REPORT** – Michael Sallwasser presented the Committee's Working Group Report.

**RENEWING THE COVENANT TASKFORCE REPORT** – Susan Ritchie presented her report from the Renewing the Covenant Taskforce.

**LINKAGE WORKING GROUP REPORT** – Christina Rivera presented the report from the Linkage Working group.

**EMERGING CONGREGATIONS WORKING GROUP REPORT (Part 1)** – James Snell presented the report from the Emerging Congregations working group.

UUA Board of Trustees

April 15 & 16, 2016

**GOVERNANCE AND POLICIES WORKING GROUP REPORT (Part 1)** -- Tim Atkins, Andy Burnette and Patrick McLaughlin presented information from this working group. A motion will be voted upon on Saturday.

**PRESIDENTIAL CAMPAIGN PROCESS** – Rob Eller-Isaacs summarized a proposal he will make to the board on Saturday regarding five regional gatherings to which the UUA presidential candidates would be invited to attend and participate.

**EMERGING CONGREGATIONS WORKING GROUP REPORT (Part 2)** – Carey McDonald, Outreach Director, joined the conversation about emerging congregations.

### **PROCESS OBSERVATION**

Dorothy Holmes shared process observations and at 5:18 PM Moderator Key declared the meeting recessed until Saturday morning.

### **RECONVENED**

The board meeting was reconvened at 9:08 AM Saturday, April 16 after opening worship led by Julian Sharpe. Board and guests introduced themselves. It was noted that AR/AO/MC training would occur at the October 2016 board meeting.

**GOVERNANCE AND POLICIES WORKING GROUP REPORT (Part 2)** -- Tim Atkins, Andy Burnette and Patrick McLaughlin continued the conversation about possible changes in governance policies. Motions will be made later in the meeting.

### **EXECUTIVE SESSION**

Michael Sallwasser moved and Julian Sharpe seconded a motion to move into Executive Session for the purpose of considering nominations. Motion carried.

Upon returning from Executive Session Michael Sallwasser announced with gratitude and appreciation that Sara Surface was appointed to the Appointments Committee starting at the end of General Assembly 2016 and will succeed Annie Vogt. It was also announced that Sarah Dan Jones was appointed to a one year term to the Board of Trustees beginning at the end of General Assembly to fill the vacancy created when board member Denise Rimes became Vice Moderator following the resignation of Susan Weaver.

It was also announced that a decision was made regarding the selection of the recipient of the Distinguished Service Award. After she was informed of the honor, it was publically announced that the recipient is the Rev. Dr. Laurel Hallman. Presentation of the award will occur at General Assembly.

Furthermore, it was announced that Andrea Briscoe and Bailey Saddlemire were elected to serve as youth observers to the UUA Board. Information about them is on the UUA website.

**EMPOWERMENT AND INCLUSION WORKING GROUP REPORT** – Julian Sharp presented the report from the Empowerment and Inclusion working group.

UUA Board of Trustees  
April 15 & 16, 2016

**UUs FOR JUSTICE IN THE MIDDLE EAST** – Moderator Key invited Larry Cooper and Curtis Bell, members of the UUs for Justice in the Middle East to present their rationale behind the business resolution being considered at General Assembly 2016.

**CONGREGATIONAL BOUNDARIES WORKING GROUP REPORT** – Denise Rimes presented an update from the Congregational Boundaries Working Group.

**MOTIONS PRESENTED AND ACTED UPON**

It was moved, seconded and passed that the Secretary of the Association establish a planning team to produce five board sponsored candidate appearances in support of the election process for the UUA Presidency. The team will include the candidates or their appointees, three trustees who will refrain from endorsing candidates, including the Secretary and a staff liaison appointed by the UUA President. It is understood that the cost of these events will be addressed within the present budget. ***Motion passed.***

It was moved, seconded and passed to amend Section 3 Procedures from the Governance Working Group:

Amend Section 3.6.8 as follows: Add c:

c) The selection of these positions shall occur at the June meeting of the Board prior to General Assembly, with the exception of a vacancy. If a vacancy exists, the position shall be selected during the next regularly scheduled Board meeting after the vacancy is announced. ***Motion passed.***

It was moved, seconded and passed that the UUA Board of Trustees accept the Ends Monitoring Report, April 2016, with two adaptations from the original report:

End 1.7: Compliance status changed to non-compliance.

End 1.9: Compliance status changed to partial compliance.

***Motion passed.***

It was moved, seconded and passed that the UUA Board of Trustees accept the proposed revision of Policy 3 (From 3.0 through 3.7), as presented to the Board, except that "effectivity" will be amended to "effectiveness" in 3.2 (as shown below).

**3.0 Preamble**

The Board, on behalf of our Sources of Authority and Accountability, will hold the administration and itself accountable through carefully established, broadly written policies that reflect Unitarian Universalist values and perspectives.

Our sources of authority and accountability are:



UUA Board of Trustees

April 15 & 16, 2016

1. Our member congregations
2. Current and future generations of Unitarian Universalists
3. The heritage, traditions, and ideals of Unitarian Universalism
4. The vision of Beloved Community
5. The Spirit of life, love, and the holy

### **3.1 Governing Style**

The Board will govern with an emphasis on an outward, future-oriented vision, offering strategic leadership, and maintaining clear distinctions between Board and President roles. It will encourage and appreciate diversity in viewpoints, and seek to maintain an open and transparent process.

### **3.2 Board Job Description**

The Board will assure organizational effectiveness by creating and monitoring systems and performance, in accord with established Board policy.

### **3.3 Board and Board Member Code Of Conduct**

The Board commits itself and its members to act in adherence with the UUA bylaws, to conduct themselves ethically and lawfully, and to act with respect for others, with appropriate use of authority when serving as Trustees.

### **3.4 External Relations**

Speaking with one voice is an important value of the Board. To achieve this, the board will formally delegate official authority to speak on behalf of the organization in the public arena.

Committee chairs, working group conveners and officers are authorized to communicate with members of the press concerning areas of Board discussion, deliberation and action within the scope of their authority following meetings of their respective groups.

### **3.5 Agenda Planning**

The Board will follow an annual agenda which (a) advances and/or reevaluates the relevance of its Shared Vision (ENDS) and (b) seeks to improve Board performance.

### **3.6 Election Of Officers And Officer Roles**

The General Assembly elects the Moderator (CGO) and Financial Advisor. The Board elects the Financial Secretary, Vice Moderator, and the Secretary. The Board also appoints the Youth Observer(s), Recording Secretary, and the Treasurer of the UUA.

### **3.7 Board Committee Principles**

Board committees will be used sparingly and, when used, will be chartered to reinforce the wholeness of the Board's responsibilities and to avoid interference with delegation from Board to President.

*Motion passed.*

UUA Board of Trustees  
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It was moved, seconded and passed to amend 3.3.12 in board procedures:

12. Individual Board Members will not engage in fundraising or public support of any candidate for national UUA office. ~~except within twelve months of the date of the election~~

***Motion failed. The current policy remains in force.***

### **PROCESS OBSERVATIONS**

Michael Sallwasser provided process observations.

### **ADJOURNMENT**

At 5:44 PM Moderator Jim Key shared closing words and declared the meeting adjourned, confirming that the next meeting would take place by video conference on May 6, 2016 at 8:00 P.M. EST.

Respectfully submitted,

/s/ Harlan Limpert  
Clerk

### **BOARD OF TRUSTEES SCHEDULE**

- **Conference Call: May 2016**  
May 6, 2016  
8:00 PM - 9:30 PM (Eastern)
- **Meetings: June 2016, Columbus, OH**  
Tuesday, June 21—Wednesday, June 22: Board of Trustees Meeting  
Wednesday, June 22—Sunday June 26: General Assembly  
Monday, June 27: Board of Trustees Meeting
- **Meeting: October 2016, Boston, MA**  
Thursday, October 13 - Saturday, October 15, 2016

UUA Board of Trustees

April 15 & 16, 2016

- **Meeting: January, 2017, Boston, MA**  
Friday, January 27 - Saturday, January 28, 2017
- **Meeting: April, 2017, Boston, MA**  
Friday, April 21 - Saturday, April 22, 2017
- **Meetings: June 2017, New Orleans, LA**  
Tuesday, June 20—Wednesday, June 21: Board of Trustees Meeting  
Wednesday, June 21—Sunday June 25: General Assembly  
Monday, June 26: Board of Trustees Meeting
- **Meeting: October 2017, Boston, MA**  
Thursday, October 19 - Saturday, October 21, 2017
- **Meeting: January, 2018, Boston, MA**  
Friday, January 19 - Saturday, January 20, 2018
- **Meeting: April, 2018, Boston, MA**  
Friday, April 20 - Saturday, April 21, 2018
- **Meetings: June 2018, Kansas City, MO**  
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

UUA Board of Trustees  
May 5, 2016

**DRAFT - NOT YET APPROVED BY THE UUA BOARD.**

**MINUTES  
BOARD OF TRUSTEES  
UNITARIAN UNIVERSALIST ASSOCIATION**

May 5, 2016

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held via video conference call on Thursday, May 5, 2016.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Andy Burnette, Rob Eller-Isaacs, Dorothy Holmes, Jim Key, Larry Ladd, Patrick McLaughlin, Peter Morales, Denise Rimes, Christina Rivera, Julian Sharp, and James Snell.

**MEMBERS**

**ABSENT:** Michael Sallwasser

**ALSO**

**PRESENT:** Sarah Lammert, Harlan Limpert, Mary Katherine Morn, Olivia Calvi (Youth Observer), Caleb Leman (Youth Observer), and observers.

Jim Key, Moderator, called the meeting to order at 8:00 PM EST on Thursday, May 5, 2016.

After considerable discussion it was moved and seconded that that the Saturday General Session offering at the 2016 General Assembly be designated for Black Lives Matter Unitarian Universalist. The offering goal is \$60,000.00. The board will work in partnership with the administration to ensure a successful offering. In the event that less than \$60,000 is raised the Association guarantees the total amount. Allocation of these funds shall be in the form of grants to Black Lives Matter UU.

Motion carried.

Moderator Key adjourned the meeting at 9:00 PM EST.

Respectfully submitted,

UUA Board of Trustees  
May 5, 2016

/s/ Harlan Limpert  
Clerk

### **BOARD OF TRUSTEES SCHEDULE**

- **Meetings: June 2016, Columbus, OH**  
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UUA Board of Trustees  
May 5, 2016

**DRAFT - NOT YET APPROVED BY THE UUA BOARD.**

**MINUTES  
BOARD OF TRUSTEES  
UNITARIAN UNIVERSALIST ASSOCIATION**

May 5, 2016

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**MEMBERS**

**ABSENT:** Michael Sallwasser

**ALSO**

**PRESENT:** Sarah Lammert, Harlan Limpert, Mary Katherine Morn, Olivia Calvi (Youth Observer), Caleb Leman (Youth Observer), and observers.

Jim Key, Moderator, called the meeting to order at 8:00 PM EST on Thursday, May 5, 2016.

After considerable discussion it was moved and seconded that that the Saturday General Session offering at the 2016 General Assembly be designated for Black Lives Matter Unitarian Universalist. The offering goal is \$60,000.00. The board will work in partnership with the administration to ensure a successful offering. In the event that less than \$60,000 is raised the Association guarantees the total amount. Allocation of these funds shall be in the form of grants to Black Lives Matter UU.

Motion carried.

Moderator Key adjourned the meeting at 9:00 PM EST.

Respectfully submitted,

UUA Board of Trustees  
May 5, 2016

/s/ Harlan Limpert  
Clerk

### **BOARD OF TRUSTEES SCHEDULE**

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**Motion from the Governance Working Group  
to Delay Review of  
Monitoring Report 2.2**

The Governance Working Group moves that Monitoring Report 2.2, Treatment of Congregations, be reviewed at the October 2016 board meeting instead of the June 2016 board meeting in order that a thorough analysis and interpretation of the recently administered Congregation Survey can be completed.



## **POLICIES OF THE RELIGIOUS EDUCATION CREDENTIALING COMMITTEE (RECC)**

### **1. STATUS LEVELS**

The designated UUA staff member will keep records of participants and potential participants in the RE Credentialing Program as follows:

A. Inquiries – The staff member will log and respond to inquiries from potential Program participants.

B. Applicants - the staff member will create a folder (electronic or otherwise) for each person who submits application materials. Anyone working in the field of religious education with the ability to meet the Religious Education Credentialing Program requirements may apply to the program. Applicants may have completed none, some, or most of the requirements prior to applying.

C. Candidates - Once an Applicant is accepted to the RE Credentialing Program, the Applicant becomes a Candidate. In order to be accepted, the Applicant must:

- Have their application materials reviewed and approved by the designated UUA staff member, and
- Have an entry interview with the designated UUA staff member.

D. Credentialed Religious Educator Status – Associate Level, Credentialed Level, and Master Level –

- Credentialed Religious Educator Status at a given level is achieved once all requirements for that level are completed. Associate Level status is granted by a designated UUA staff member on behalf of the RECC. Credentialed and Master Level status is granted by vote of the RECC.
- In the event that the candidate does not achieve the level sought:
  - A lower level may or may not be granted.
  - A plan for making up deficiencies may be presented, with or without the need to return to the RECC for another interview.
  - A Candidate may be discouraged from requesting further consideration.

#### **E. Inactive Candidate Status**

A Religious Education Credentialing Program Candidate may request to be put on Inactive Candidate status in the program up to two years. This status may also be initiated by the RECC or the designated UUA staff member. During this time, the candidate will not have access to the listserv, a LREDA mentor, nor any scholarship funds made available specifically to credentialing candidates.

#### **F. Termination of Candidate Status**

A candidate may choose to terminate participation in the RE Credentialing Program by contacting the designated UUA staff member.

### **2. APPLICATION PROCEDURE**

Application to the Religious Education Credentialing Program shall be submitted to the Committee in writing in such form as the Committee shall determine. Before an application is filed, the person applying shall be furnished a copy of, or with a website link to, the Rules and Policies of the Religious Education Credentialing Committee, and as part of his/her application, s/he shall agree in writing to be bound by said Rules and Policies and amendments thereof

### **3. INTERVIEW APPOINTMENTS WITH RECC**

Only persons accepted into the Religious Education Credentialing Program and having completed all requirements for the credentialing level sought, including equivalencies that have been reviewed and accepted, will be eligible to receive appointments with the RECC.

### **4. SCHEDULING OF INTERVIEWS**

Candidates seeking Credentialed Religious Educator and Credentialed Religious Educator – Masters Level status are required to meet with the RECC for an interview. At the time of their Religious Education Credentialing interview, Candidates will have completed all program requirements as described in the Religious Education Credentialing Program Plan. These materials must be received by the Office of Religious Education Credentialing by the deadline provided.

In order to balance the number of interviews at any one meeting, appointments will be at the final discretion of, the designated UUA staff member, in consultation with the RECC Chair. The preliminary schedule will be determined and confirmations mailed at least six weeks prior to each meeting.

When the number of candidates seeking interviews exceeds the number of available interview slots, priority for slots will be determined by the designated UUA staff member in consultation with the RECC Chair. A waiting list will be established for candidates who are ready to see the RECC but do not fit into the schedule.

### **5. MENTOR RELATIONSHIPS**

Every Religious Education Credentialing program Candidate seeking religious education credentialing status is required to have completed at least one mentor relationship with a mentor trained and assigned by the Committee on Mentoring of the Liberal Religious Educators Association. This requirement may be waived by the RECC or by designated UUA staff member at their discretion. The specifics of the mentoring requirement are agreed upon by the RECC and the LREDA Committee on Mentoring.

With the consent of the candidate, the designated UUA staff member shall send to the Committee on Mentoring and the assigned mentor the Candidate's application packet.

The RECC will not ask for evaluative information about the Candidate from the mentor.

If a mentor does not hear from a candidate in two months, they should contact the LREDA Committee on Mentoring or the designated UUA staff member to let them know about it. It is the responsibility of the LREDA Committee on Mentoring to ensure that candidate-mentor relationships are taking place as agreed upon. Before a candidate receives their credential, the designated UUA staff member seeks confirmation from the Committee on Mentoring that the mentor requirement has been fulfilled.

### **6. EQUIVALENCIES AND WAIVERS**

Requests from a candidate for fulfilling RE Credentialing Program requirements through equivalencies will be approved at the RECC's discretion.

Requests from a candidate to waive any requirement, rule, policy, or procedure of the program will be approved at the RECC's discretion.

### **7. TRAVEL EXPENSES FOR PROGRAM CANDIDATES**

It will be the Candidate's responsibility to pay transportation and other expenses incurred in meeting with the RECC.

### **8. RELIGIOUS EDUCATORS' FILES**

Religious Educators with religious education credentialing status may request a copy of their RECC file, or a portion thereof, at a cost which covers staff time and materials.

Applicant and Candidate files will be kept for at least seven years from date of most recent activity, after which they may be deleted or destroyed at the discretion of designated UUA staff

member. Credentialed Religious Educator files will be kept indefinitely.

## **9. NOTIFICATION OF TERMINATION OF RELIGIOUS EDUCATION CREDENTIALING STATUS**

The RECC shall inform all religious educators with religious education credentialing status and congregations, by letter sent by conventional mail, of cases of termination of religious education credentialing status.

In the event that a religious educator voluntarily resigns from religious education credentialing status while a complaint is pending, the record of the RECC shall reflect the resignation with a statement describing the stage of the investigation. For example, the statement shall read: Resigned (complaint pending); Resigned (after probable cause finding on pending complaint); or Resigned (during hearing on pending complaint).

All terminations of religious education credentialing status shall be public. .

## **10. COMPLAINT PROCEDURES AGAINST CREDENTIALLED RELIGIOUS EDUCATORS**

### **A. Initiating a complaint**

Complaints involving alleged unprofessional/unbecoming conduct of a Credentialed Religious Educator shall be received and reviewed by the Office of Ethics and Safety Intake Person (hereafter called the Intake Person).

The UUA Office of Ethics and Safety shall have the power to initiate the early steps on their own in response to a complaint of unprofessional conduct by a religious educator with religious education credentialing status. This shall include contacting the religious educator charged and, if deemed necessary, appointing an investigative committee.

Complaints should be from a person or persons with first-hand knowledge of the circumstances; from the congregational, institutional, or agency board with whom the religious educator works; or from the UUA Ministries and Faith Development Staff Group.

The Intake Person will determine whether the complaint is a congregational matter or an ethical matter requiring further inquiry, and shall refer such ethical matters to the Consultant for Ethics in Congregational Life (hereafter called the Consultant). The Consultant will determine whether the matter should go before the Executive Committee of the RECC. Decisions to not refer a complaint to the Consultant or the RECC Executive Committee require review and unanimous agreement of the Director of Ministries and Faith Development and the Chief Operating Officer of the UUA. The Chair of the RECC may also be consulted. Except in cases involving children or dependent adults, the Intake Person will not generally advance complaints to the RECC that were filed by persons not directly involved in the circumstances covered by the complaint.

Complaints must be in writing and signed by the complainant(s) or Board and shall contain a brief statement of the facts upon which the complaint is based. If necessary, the Intake Person will assist the complainant in putting the complaint in writing. Contact information for the Intake Person is: 617-948-6462 or [safecongregations@uua.org](mailto:safecongregations@uua.org).

### **B. Timeliness and Stale Matters**

Complaints should be received within a reasonable time period following the circumstances giving rise to the complaint. Unless the Intake Person or Director of Ministries and Faith Development determines otherwise for good cause, complaints regarding events occurring more than six years prior to the date of the complaint will not be considered. Good cause shall include, but not be limited to, complaints involving abuse of children or other particularly egregious behaviors or repetitive actionable behavior.

### **C. Resolutions of Complaints**

02/11/16

When a complaint goes to the Executive Committee of the RECC, the Religious Educator may be invited to meet with them, either in person or using secure electronic communication. The Religious Educator is expected to be accompanied by a LREDA Good Officer. The cost of meeting with the RECC will be borne by the Committee.

The Executive Committee may determine that no further action is warranted, may propose to the full Committee a mutually agreed upon course of redress, or may determine that further investigation is necessary.

Written confirmation of a resolution agreement shall be sent to the religious educator within 14 days. A copy will be placed in the credentialed religious educator's file. Additional copies may be sent to other persons or institutional representatives as deemed appropriate by the RECC.

#### D. Complaint Investigations

The type of investigation required by a complaint will depend upon the alleged circumstances and the type of additional information required.

When the Executive Committee calls for a review by the full RECC, it will charge the Executive Secretary to determine the type and scope of the investigation and appoint an investigation team in consultation with the RECC Chair. If interviews are required as part of an investigation, both the individual(s) bringing the complaint and the religious educator have a right to an individual interview, and to know the identity of the interviewer(s) and makeup of the investigation team before the interview.

The following guidelines are to be used by the investigators in conducting the investigation:

- In consultation with the Executive Secretary and Chair of the RECC, it is the responsibility of the investigators to develop and full and complete record of the facts and circumstances surrounding the complaint and any other relevant information which may be useful to the Committee in its deliberations.
- Each individual appointed to be an investigator is expected to maintain neutrality and an open mind throughout the investigation. All information obtained through the investigation must be held in the strictest confidence.
- In consultation with the Executive Secretary and Chair of the RECC, the investigators should determine what, if any, additional information is required to assist the Committee in its deliberations and the most efficient method for obtaining that information.
- If it is determined that personal interviews would be appropriate, the appointed investigators will interview the complainant, the religious educator against whom the complaint has been made, and as many other individuals with knowledge of the issues or circumstances raised by the complaint. Any summary of an individual's statement must be approved by that individual to be included in the report.

The appointed investigators will file a report and all information collected with the Executive Secretary promptly after the conclusion of the investigation. All notes and other information gathered by the investigators should be transmitted to the Executive Secretary for archiving as soon as possible following the completion of the investigation.

The RECC Chair and Executive Secretary should review the report. If it is determined that additional information is required, the investigators shall obtain the additional information before the report is forwarded to the Executive Committee.

## **12. CONDITION OF SUSPENSION OF RELIGIOUS EDUCATION CREDENTIALING**

## **STATUS**

A religious educator who has been suspended from religious education credentialing status shall not during such suspension identify herself or himself, or hold herself or himself out, as having religious education credentialing status.

### **13. PROCEDURES FOR RE-ADMISSION (for those removed for Cause or by request)**

- A. A religious educator seeking re-admission to religious education credentialing status shall submit a Re-admission Application on the approved form.
- B. Upon receipt of such application the RECC shall notify the appropriate officer(s) of the congregation(s) or organization(s) affected, any original complainant(s), and appropriate district staff that such application has been received. The RECC will receive their comments regarding the appropriateness of re-admission.
- C. The RECC shall review such application and determine whether or not to readmit the religious educator to religious education credentialing status, or to require further consideration of the application subject to conditions which the RECC shall prescribe.
- D. If the application is determined to require further consideration the applicant may be required to obtain a professional rehabilitation assessment at an institution designated by the RECC. Such assessment shall evaluate the applicant's potential for rehabilitation, and if rehabilitation is determined by the RECC to be a possibility, the institution shall design and submit to the RECC a proposed rehabilitation plan. The applicant shall pay the costs of such assessment and of the design of a proposed rehabilitation plan, and shall, prior to the commencement of the assessment, execute a release by which the assessment and the rehabilitation plan shall be the sole property of the RECC. The applicant shall receive a copy of the assessment and of the rehabilitation plan.
- E. The RECC shall review such assessment and the proposed rehabilitation plan, and shall determine whether or not to further consider the application for re-admission. If the RECC determines not to further consider the application, it shall so advise the applicant.
- F. If the RECC determines to review further application it shall design or approve a rehabilitation plan which may include, but not be limited to, psychotherapy, supervised field experience, making amends, or further assessment.
- G. Upon the applicant's successful completion of a rehabilitation plan the RECC shall determine whether or not to readmit the applicant to religious education credentialing status. If re-admission is granted, a re-entry plan and/or conditions shall be designated by the RECC in conjunction with the Office of Religious Education Credentialing.

### **14. CREDENTIALING BASED ON U.S. QUALIFICATIONS**

The RECC credentials candidates based on its evaluation of a candidate's ability to serve as a religious educator in the United States.

### **15. POLICY ON DIVIDED OPINION**

In a decision, if the full RECC wishes to reverse an Executive Committee or subcommittee recommendation, a final decision will not be made until the full RECC has reviewed all the written information that was available to the recommending group. If the information included a personal interview, the full RECC may, at its option, conduct a repeat interview.

There shall be an option of a majority and a minority report from the Executive Committee or Working Group when the Executive Committee decisions are not unanimous.

**16. POLICY ON RELIGIOUS EDUCATION CREDENTIALING RECORDS**

Candidate materials are to be used only for RECC duties unless candidate gives explicit permission.

**17. PROGRAM EVALUATION**

The RECC will engage in regular program evaluation, making use of feedback from participants and/or other sources.

**18. POLICY ON NON-DISCRIMINATION**

The RECC declares and affirms its special responsibility to value all persons and will act in accord with the non-discrimination paragraph of the UUA Bylaws Section C-2.3

**19. EMPHASIS ON ANTI-OPPRESSION, ANTI-RACISM, AND SAFE CONGREGATIONS**

The RECC emphasis on anti-oppression, anti-racism and safe congregations will be communicated through Religious Education Credentialing Program requirements. The RECC will hold a reflective discussion related to anti-oppression during each in-person meeting.

**20. POLICY ON RECC TRANSPARENCY.**

An individual who has earned Credentialed Religious Educator Level or Credentialed Religious Educator – Master Level status in the Religious Education Credentialing Program, either through the process or having been transitioned, will be invited to be an observer of the entire RECC. This started in October 2004 and will operate under confidentiality rules.

The agenda for each face-to-face meeting of the RECC will include a Time for Comments to allow interested persons to have an opportunity to share feedback and pose questions to the RECC.

Requests to speak at the Time for Comments may be received by the designated UUA staff member ahead of time.

Précis of RECC meeting minutes and Credentialed Observer reflections will be posted on the UUA website

**21. DISCUSSIONS THAT EVALUATE CANDIDATES**

Unless necessary for meeting preparation, prior to the granting of a candidate's credential, RECC members shall not discuss their opinions on a candidate's strengths or weaknesses other than in an official meeting of the RECC.

## POLICIES OF THE RELIGIOUS EDUCATION CREDENTIALING COMMITTEE (RECC)

### 1. STATUS LEVELS

The designated UUA staff member will keep records of participants and potential participants in the RE Credentialing Program as follows:

A. Inquiries – The staff member will log and respond to inquiries from potential Program participants.

B. Applicants – the staff member will create a folder (electronic or otherwise) for each person who submits application materials. Anyone working in the field of religious education with the ability to meet the Religious Education Credentialing Program requirements may apply to the program. Applicants may have completed none, some, or most of the requirements prior to applying.

C. Candidates – Once an Applicant is accepted to the RE Credentialing Program, the Applicant becomes a Candidate. In order to be accepted, the Applicant must:

- ° Have their application materials reviewed and approved by the designated UUA staff member, and
- ° Have an entry interview with the designated UUA staff member.

D. Credentialed Religious Educator Status – Associate Level, Credentialed Level, and Master Level –

- ° Credentialed Religious Educator Status at a given level is achieved once all requirements for that level are completed. Associate Level status is granted by a designated UUA staff member on behalf of the RECC. Credentialed and Master Level status is granted by vote of the RECC.
- ° In the event that the candidate does not achieve the level sought:
  - A lower level may or may not be granted.
  - A plan for making up deficiencies may be presented, with or without the need to return to the RECC for another interview.
  - A Candidate may be discouraged from requesting further consideration.

#### E. Inactive Candidate Status

A Religious Education Credentialing Program Candidate may request to be put on Inactive Candidate status in the program up to two years. This status may also be initiated by the RECC or the designated UUA staff member. During this time, the candidate will not have access to the listserv, a LREDA mentor, nor any scholarship funds made available specifically to credentialing candidates.

#### F. Termination of Candidate Status

A candidate may choose to terminate participation in the RE Credentialing Program by contacting the designated UUA staff member.

### 2. APPLICATION PROCEDURE

Application to the Religious Education Credentialing Program shall be submitted to the Committee in writing in such form as the Committee shall determine. Before an application is filed, the person applying shall be furnished a copy of, or with a website link to, the Rules and Policies of the Religious Education Credentialing Committee, and as part of his/her application, s/he shall agree in writing to be bound by said Rules and Policies and amendments thereof

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### 3. INTERVIEW APPOINTMENTS WITH RECC

Only persons accepted into the Religious Education Credentialing Program and having completed all requirements for the credentialing level sought, including equivalencies that have been reviewed and accepted, will be eligible to receive appointments with the RECC.

### 4. SCHEDULING OF INTERVIEWS

Candidates seeking Credentialed Religious Educator and Credentialed Religious Educator – Masters Level status are required to meet with the RECC for an interview. At the time of their Religious Education Credentialing interview, Candidates will have completed all program requirements as described in the Religious Education Credentialing Program Plan. These materials must be received by the Office of Religious Education Credentialing by the deadline provided.

In order to balance the number of interviews at any one meeting, appointments will be at the final discretion of the designated UUA staff member, in consultation with the RECC Chair. The preliminary schedule will be determined and confirmations mailed at least six weeks prior to each meeting.

When the number of candidates seeking interviews exceeds the number of available interview slots, priority for slots will be determined by the designated UUA staff member in consultation with the RECC Chair. A waiting list will be established for candidates who are ready to see the RECC but do not fit into the schedule.

### 5. MENTOR RELATIONSHIPS

Every Religious Education Credentialing program Candidate seeking religious education credentialing status is required to have completed at least one mentor relationship with a mentor trained and assigned by the Committee on Mentoring of the Liberal Religious Educators Association. This requirement may be waived by the RECC or by designated UUA staff member at their discretion. The specifics of the mentoring requirement are agreed upon by the RECC and the LREDA Committee on Mentoring.

With the consent of the candidate, the designated UUA staff member shall send to the Committee on Mentoring and the assigned mentor the Candidate's application packet.

The RECC will not ask for evaluative information about the Candidate from the mentor.

If a mentor does not hear from a candidate in two months, they should contact the LREDA Committee on Mentoring or the designated UUA staff member to let them know about it. It is the responsibility of the LREDA Committee on Mentoring to ensure that candidate-mentor relationships are taking place as agreed upon. Before a candidate receives their credential, the designated UUA staff member seeks confirmation from the Committee on Mentoring that the mentor requirement has been fulfilled.

### 6. EQUIVALENCIES AND WAIVERS

Requests from a candidate for fulfilling RE Credentialing Program requirements through equivalencies will be approved at the RECC's discretion.

Requests from a candidate to waive any requirement, rule, policy, or procedure of the program will be approved at the RECC's discretion.

### 7. TRAVEL EXPENSES FOR PROGRAM CANDIDATES

It will be the Candidate's responsibility to pay transportation and other expenses incurred in meeting with the RECC.

### 8. RELIGIOUS EDUCATORS' FILES

Religious Educators with religious education credentialing status may request a copy of their RECC file, or a portion thereof, at a cost which covers staff time and materials.

Applicant and Candidate files will be kept for at least seven years from date of most recent

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activity, after which they may be deleted or destroyed at the discretion of designated UUA staff member. Credentialed Religious Educator files will be kept indefinitely.

## **9. NOTIFICATION OF TERMINATION OF RELIGIOUS EDUCATION CREDENTIALING STATUS**

The RECC shall inform all religious educators with religious education credentialing status and congregations, by letter sent by conventional mail, of cases of termination of religious education credentialing status.

In the event that a religious educator voluntarily resigns from religious education credentialing status while a complaint is pending, the record of the RECC shall reflect the resignation with a statement describing the stage of the investigation. For example, the statement shall read: Resigned (complaint pending); Resigned (after probable cause finding on pending complaint); or Resigned (during hearing on pending complaint).

All terminations of religious education credentialing status shall be public.

## **10. COMPLAINT PROCEDURES AGAINST CREDENTIALLED RELIGIOUS EDUCATORS**

### **A. Initiating a complaint**

Complaints involving alleged unprofessional/unbecoming conduct of a Credentialed Religious Educator shall be received and reviewed by the Office of Ethics and Safety Intake Person (hereafter called the Intake Person).

The UUA Office of Ethics and Safety shall have the power to initiate the early steps on their own in response to a complaint of unprofessional conduct by a religious educator with religious education credentialing status. This shall include contacting the religious educator charged and, if deemed necessary, appointing an investigative committee.

Complaints should be from a person or persons with first-hand knowledge of the circumstances; from the congregational, institutional, or agency board with whom the religious educator works; or from the UUA Ministries and Faith Development Staff Group.

The Intake Person will determine whether the complaint is a congregational matter or an ethical matter requiring further inquiry, and shall refer such ethical matters to the Consultant for Ethics in Congregational Life (hereafter called the Consultant). The Consultant will determine whether the matter should go before the Executive Committee of the RECC. Decisions to not refer a complaint to the Consultant or the RECC Executive Committee require review and unanimous agreement of the Director of Ministries and Faith Development and the Chief Operating Officer of the UUA. The Chair of the RECC may also be consulted. Except in cases involving children or dependent adults, the Intake Person will not generally advance complaints to the RECC that were filed by persons not directly involved in the circumstances covered by the complaint.

Complaints must be in writing and signed by the complainant(s) or Board and shall contain a brief statement of the facts upon which the complaint is based. If necessary, the Intake Person will assist the complainant in putting the complaint in writing. Contact information for the Intake Person is: 617-948-6462 or [safecongregations@uua.org](mailto:safecongregations@uua.org).

### **B. Timeliness and Stale Matters**

Complaints should be received within a reasonable time period following the circumstances giving rise to the complaint. Unless the Intake Person or Director of Ministries and Faith Development determines otherwise for good cause, complaints regarding events occurring more than six years prior to the date of the complaint will not be considered. Good cause shall include, but not be limited to, complaints involving abuse of children or other particularly egregious behaviors or repetitive actionable behavior.

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### C. Resolutions of Complaints

When a complaint goes to the Executive Committee of the RECC, the Religious Educator may be invited to meet with them, either in person or using secure electronic communication. The Religious Educator is expected to be accompanied by a LREDA Good Officer. The cost of meeting with the RECC will be borne by the Committee.

The Executive Committee may determine that no further action is warranted, may propose to the full Committee a mutually agreed upon course of redress, or may determine that further investigation is necessary.

Written confirmation of a resolution agreement shall be sent to the religious educator within 14 days. A copy will be placed in the credentialed religious educator's file. Additional copies may be sent to other persons or institutional representatives as deemed appropriate by the RECC.

### D. Complaint Investigations

The type of investigation required by a complaint will depend upon the alleged circumstances and the type of additional information required.

When the Executive Committee calls for a review by the full RECC, it will charge the Executive Secretary to determine the type and scope of the investigation and appoint an investigation team in consultation with the RECC Chair. If interviews are required as part of an investigation, both the individual(s) bringing the complaint and the religious educator have a right to an individual interview, and to know the identity of the interviewer(s) and makeup of the investigation team before the interview.

The following guidelines are to be used by the investigators in conducting the investigation:

- In consultation with the Executive Secretary and Chair of the RECC, it is the responsibility of the investigators to develop and full and complete record of the facts and circumstances surrounding the complaint and any other relevant information which may be useful to the Committee in its deliberations.
- Each individual appointed to be an investigator is expected to maintain neutrality and an open mind throughout the investigation. All information obtained through the investigation must be held in the strictest confidence.
- In consultation with the Executive Secretary and Chair of the RECC, the investigators should determine what, if any, additional information is required to assist the Committee in its deliberations and the most efficient method for obtaining that information.
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The appointed investigators will file a report and all information collected with the Executive Secretary promptly after the conclusion of the investigation. All notes and other information gathered by the investigators should be transmitted to the Executive Secretary for archiving as soon as possible following the completion of the investigation.

The RECC Chair and Executive Secretary should review the report. If it is determined that additional information is required, the investigators shall obtain the additional information before the report is forwarded to the Executive Committee.

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## 12. CONDITION OF SUSPENSION OF RELIGIOUS EDUCATION CREDENTIALING STATUS

A religious educator who has been suspended from religious education credentialing status shall not during such suspension identify herself or himself, or hold herself or himself out, as having religious education credentialing status.

## 13. PROCEDURES FOR RE-ADMISSION (for those removed for Cause or by request)

- A. A religious educator seeking re-admission to religious education credentialing status shall submit a Re-admission Application on the approved form.
- B. Upon receipt of such application the RECC shall notify the appropriate officer(s) of the congregation(s) or organization(s) affected, any original complainant(s), and appropriate district staff that such application has been received. The RECC will receive their comments regarding the appropriateness of re-admission.
- C. The RECC shall review such application and determine whether or not to readmit the religious educator to religious education credentialing status, or to require further consideration of the application subject to conditions which the RECC shall prescribe.
- D. If the application is determined to require further consideration the applicant may be required to obtain a professional rehabilitation assessment at an institution designated by the RECC. Such assessment shall evaluate the applicant's potential for rehabilitation, and if rehabilitation is determined by the RECC to be a possibility, the institution shall design and submit to the RECC a proposed rehabilitation plan. The applicant shall pay the costs of such assessment and of the design of a proposed rehabilitation plan, and shall, prior to the commencement of the assessment, execute a release by which the assessment and the rehabilitation plan shall be the sole property of the RECC. The applicant shall receive a copy of the assessment and of the rehabilitation plan.
- E. The RECC shall review such assessment and the proposed rehabilitation plan, and shall determine whether or not to further consider the application for re-admission. If the RECC determines not to further consider the application, it shall so advise the applicant.
- F. If the RECC determines to review further application it shall design or approve a rehabilitation plan which may include, but not be limited to, psychotherapy, supervised field experience, making amends, or further assessment.
- G. Upon the applicant's successful completion of a rehabilitation plan the RECC shall determine whether or not to readmit the applicant to religious education credentialing status. If re-admission is granted, a re-entry plan and/or conditions shall be designated by the RECC in conjunction with the Office of Religious Education Credentialing.

## 14. CREDENTIALING BASED ON U.S. QUALIFICATIONS

The RECC credentials candidates based on its evaluation of a candidate's ability to serve as a religious educator in the United States.

## 15. POLICY ON DIVIDED OPINION

In a decision, if the full RECC wishes to reverse an Executive Committee or subcommittee recommendation, a final decision will not be made until the full RECC has reviewed all the written information that was available to the recommending group. If the information included a personal interview, the full RECC may, at its option, conduct a repeat interview.

- There shall be an option of a majority and a minority report from the Executive Committee or Working Group when the Executive Committee decisions are not unanimous.

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**16. POLICY ON RELIGIOUS EDUCATION CREDENTIALING RECORDS**

Candidate materials are to be used only for RECC duties unless candidate gives explicit permission.

**17. PROGRAM EVALUATION**

The RECC will engage in regular program evaluation, making use of feedback from participants and/or other sources.

**18. POLICY ON NON-DISCRIMINATION**

The RECC declares and affirms its special responsibility to value all persons, and will act in accord with the non-discrimination paragraph of the UUA Bylaws Section C-2.3.

**19. EMPHASIS ON ANTI-OPPRESSION, ANTI-RACISM, AND SAFE CONGREGATIONS**

The RECC emphasis on anti-oppression, anti-racism and safe congregations will be communicated through Religious Education Credentialing Program requirements. The RECC will hold a reflective discussion related to anti-oppression during each in-person meeting.

**20. POLICY ON RECC TRANSPARENCY**

An individual who has earned Credentialed Religious Educator Level or Credentialed Religious Educator – Master Level status in the Religious Education Credentialing Program, either through the process or having been transitioned, will be invited to be an observer of the entire RECC. This started in October 2004 and will operate under confidentiality rules.

The agenda for each face-to-face meeting of the RECC will include a Time for Comments to allow interested persons to have an opportunity to share feedback and pose questions to the RECC.

Requests to speak at the Time for Comments may be received by the designated UUA staff member ahead of time.

Précis of RECC meeting minutes and Credentialed Observer reflections will be posted on the UUA website

**21. DISCUSSIONS THAT EVALUATE CANDIDATES**

Unless necessary for meeting preparation, prior to the granting of a candidate's credential, RECC members shall not discuss their opinions on a candidate's strengths or weaknesses other than in an official meeting of the RECC.

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**Comment [10]:** Minor language changes.

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**Comment [12]:** Unnecessary to say this ... [319]

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# RULES OF THE RELIGIOUS EDUCATION CREDENTIALING COMMITTEE

Adopted by the UUA Board of Trustees on January 23, 2014

## 1. THE RULES

These Rules are promulgated, and all rules previously promulgated will be hereby rescinded and revoked, by authority of ARTICLE VII, Section 7.13 and ARTICLE XII of the Bylaws of the Unitarian Universalist Association as approved by the Unitarian Universalist Board of Trustees. In these Rules, the word "society" refers to a church or fellowship.

## 2. COMMITTEE'S JURISDICTION

The Religious Education Credentialing Committee shall have jurisdiction over Religious Education Credentialing with the Unitarian Universalist Association and over the approved list of religious educators with credentialing status published in the Directory of Unitarian Universalists and elsewhere with authority to make any changes as hereinafter provided. Religious education credentialing status is granted for Credentialed Religious Educator - Associate Level, Credentialed Religious Educator, and Credentialed Religious Educator – Master Level. These Rules shall apply to all religious educators who have achieved a religious education credentialing status, or who are Applicants to or Candidates in the Religious Education Credentialing Program.

## 3. EXECUTIVE SECRETARY

The Director of Ministries and Faith Development staff group shall be the Executive Secretary of the Religious Education Credentialing Committee, but shall not be a voting member of the Committee. S/he shall have charge of the correspondence and the custody of the Committee's records and files, which shall be kept confidential as provided in said



Bylaws. Upon request and by prior arrangement, information about a religious educator with religious education credentialing status from the files of the Committee shall be shared with that religious educator except for any psychological evaluations and information transmitted in confidence or otherwise deemed confidential by the RECC. The Executive Secretary shall keep a complete and accurate list of religious educators who have achieved religious education credentialing status, and such other books and documents as may be necessary or convenient to maintain complete and adequate records.

#### 4. EXECUTIVE COMMITTEE

There shall be an Executive Committee consisting of the RECC Chair, RECC members appointed by the Chair, and, as non-voting members, the RECC Executive Secretary, and the Professional Development Specialist. The

Executive Committee shall consult before each full RECC meeting to review the RECC agenda, and make recommendations to the RECC concerning business items. The Executive Committee may develop recommendations and reach decisions through face-to-face gatherings, conference calls, and exchange of electronic mail.

Jan Gartner 5/9/2016 5:25 PM

**Comment [1]:** Reflects title change of staff member.

#### 5. MEETINGS

The Committee shall meet at such times and places as it shall determine. Special meetings may be called by the Chair or by the Executive Secretary. Five voting members shall constitute a quorum. If agreed upon in advance by a quorum, decisions may be made by a vote of fewer than five members, provided the vote is unanimous. Meetings may occur in face-to-face gatherings and through conference calls.

Jan Gartner 5/9/2016 5:25 PM

**Comment [2]:** To provide for unusual situations where decision is needed and fewer than 5 will be available. (Full committee is 7 members.)

Jan Gartner 5/9/2016 5:25 PM

**Comment [3]:** As we modify the program, the specifics and requirements of the levels can change. It doesn't make sense to have this level of specificity in the Rules.

Jan Gartner 5/9/2016 5:25 PM

**Comment [4]:** Also too specific for Rules.

Jan Gartner 5/9/2016 5:25 PM

**Comment [5]:** None of this makes sense as a Rule. We have a program plan that lays out the requirements.

Jan Gartner 5/9/2016 5:25 PM

**Comment [6]:** Also too specific for Rules.

Jan Gartner 5/9/2016 5:25 PM

**Comment [7]:** Participation in the RECP is a privilege, not a right. We do not need to state this as a Rule.

## 6. LIST OF RELIGIOUS EDUCATORS AND USE OF LIST

The Committee shall maintain lists of religious educators who have achieved a religious education credentialing status. The Committee shall determine all matters of form and content pertaining to the lists of religious educators who have achieved a religious education credentialing status and determine when and in what manner said lists or any portion of them shall be published.

## 7. CRITERIA FOR TERMINATION OF RELIGIOUS EDUCATION CREDENTIALING STATUS

The religious education credentialing status of a religious educator may be terminated when a religious educator's performance and/or behavior in a society or in any other professional position is found by the Committee to be conduct unbecoming a professional religious educator or for other specified cause.

## 8. PROCEDURES FOR TERMINATION OF RELIGIOUS EDUCATION

### CREDENTIALING STATUS

The Committee shall institute a confidential review to determine whether a religious educator's religious education credentialing status shall be terminated upon the receipt of information from any identified source which indicates the probability that one or more

of the criteria for termination exists.

A. Rights of the Religious Educator. The religious education credentialing status of a religious educator may be terminated by the Religious Education Credentialing Committee for unbecoming conduct or other specified cause after notice and opportunity for a meeting with the Committee at which the religious educator shall have the right to be accompanied by a Good Offices person of either the Unitarian Universalist Ministers Association (if the religious educator is a minister) or the Liberal Religious Educators Association (if the religious educator is not a minister), and shall have the right to interact with those present at the meeting.

B. Rights of the Committee. The Committee shall also have the right to seek to obtain information, whether from documents or persons, as it sees fit.

C. Right of the Identified Source. The person or organization who brought the information to the attention of the Committee shall be invited to the review meeting, accompanied by an advocate designated by the Office of Ethics and Safety.

D. Expenses. The review meeting shall take place using secured teleconference software or in person, with costs for travel borne by the religious educator charged. The cost of the teleconference software shall be borne by the Committee and the cost of computers and Internet access shall be borne by the individual.

E. Exchange of Documents. Prior to the meeting, the religious educator and the Committee shall arrange for the mutual exchange of documents and a list of anticipated meeting guests.

F. Criminal Proceedings. In the event that criminal charges are pending against the religious educator, the Executive Committee may suspend all or part of the Committee's



investigation until the conclusion of the criminal adjudication. A court transcript/record may be used in lieu of or in addition to an investigative committee report.

G. Confidentiality. At the beginning of the hearing, rules of confidentiality will be established and emphasized, and they will be reiterated at the end. All individuals - including Committee members, the person being heard and the support person - must respect all rules of confidentiality.

H. Determination. The Committee shall determine whether or not the religious educator's religious education credentialing status shall be terminated and shall enter in the record of the meeting the reasons for its decision. Should the religious educator's religious education credentialing status not be terminated, the Committee may impose conditions and/or restrictions as it deems appropriate. Such decision shall be made at the next meeting of the Religious Education Credentialing Committee. Written notice of the decision containing the reasons thereof shall be sent by the Committee's Executive Secretary to the religious educator under review within seven days of the date of the decision. If a religious educator's credentialing status is terminated, the religious educator may appeal the decision to the Religious Education Credentialing Committee by contacting the Executive Secretary.

I. Additional Proceedings. The Committee, at any time prior to the renderings of its decision, or prior to a final decision by the Board of Review in the event of appeal by the religious educator, shall have the power to reopen the

Jan Gartner 5/9/2016 5:25 PM

**Comment [8]:** This replaces the Appeals Rule, below.

matter to consider newly discovered information. In that event, the religious educator shall be notified in writing that the matter has been reopened.

Jan Gartner 5/9/2016 5:25 PM

**Comment [9]:** Re It is goodto have a process for reviewing the case of any credentialed religious educator whose suitability to hold credentialed status comes into question. We re-worked the process to be less legalistic.

#### 9. . RE-ADMISSION

The Committee shall have authority to re-admit a religious educator to a religious education credentialing status. An application on such form as the Committee shall determine shall be filed, said application to include in any event a brief statement of the reasons for termination of religious education credentialing status, and the reasons for readmission which the applicant believes should be considered. The decision on an application for re-admission shall not be subject to appeal.

Jan Gartner 5/9/2016 5:25 PM

**Comment [10]:** ?? Not sure about this.

#### 10. CONVICTION DISCLOSURE

Religious educators with religious education credentialing status shall inform the Religious Education Credentialing Committee of all criminal convictions that occur or have occurred except for minor traffic violations and those convictions which by law they need not disclose.

Applicants to the Religious Education Credentialing Program of the Unitarian Universalist Association shall inform the Religious Education Credentialing Committee of all criminal convictions except for minor traffic violations and those convictions which by law they need not disclose. A criminal background check is required by a UUA approved vendor before program completion in order to receive Credentialed Religious Educator status.

Jan Gartner 5/9/2016 5:25 PM

**Comment [11]:** This was added to our protocol a number of years ago and is an important part of the completion process.

#### 11. COOPERATING WITH THE COMMITTEE

It is expected that all Applicants to and Candidates in the Religious Education

Credentialing Program and all religious educators with religious education credentialing status will cooperate with the Committee at all times. This includes responses to requests for information, provision of requested documentation, and attendance at meetings with the Committee. Non-compliance may be deemed conduct unbecoming a professional religious educator.

RULES OF THE RELIGIOUS EDUCATION CREDENTIALING  
COMMITTEE

Adopted by the UUA Board of Trustees on January 23, 2014

1. THE RULES

These Rules are promulgated, and all rules previously promulgated will be hereby rescinded and revoked, by authority of ARTICLE VII, Section 7.13 and ARTICLE XII of

the Bylaws of the Unitarian Universalist Association as approved by the Unitarian

Universalist Board of Trustees. In these Rules, the word "society" refers

to a church or fellowship.

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#### 4. EXECUTIVE COMMITTEE

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#### 5. MEETINGS

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meetings may be called by the Chair or by the Executive Secretary. Five voting members

shall constitute a quorum. ~~If agreed upon in advance by a quorum, decisions may be made by a vote of fewer than five members, provided the vote is unanimous.~~ Meetings may occur in face-to-face gatherings and through ~~conference calls~~.

Jan Gartner 5/9/2016 5:25 PM

**Comment [1]:** Reflects title change of staff member.

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**Comment [2]:** To provide for unusual situations where decision is needed and fewer than 5 will be available. (Full committee is 7 members.)

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Credentialed Religious Educator – Master Level Master Level status may be given to those in a career .  
7. APPLICATION PROCEDURE .  
8. GENERAL QUALIFICATIONS .  
MENTORSHIPS .  
TERMINATION OF PARTICIPATION IN THE IN THE RELIGIOUS EDUCATION . ... [1]

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Credentialed Religious Educator – Master Level Master Level status may be given to those in a career .  
7. APPLICATION PROCEDURE .  
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MENTORSHIPS . ... [2]

Catherine Rowland 2/10/2016 10:38 AM

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Jan Gartner 5/9/2016 5:25 PM

**Comment [3]:** As we modify the program, the specifics and requirements of the levels can change. It doesn't make sense to have this level of specificity in the Rules.

Catherine Rowland 2/10/2016 10:38 AM

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7. APPLICATION PROCEDURE  
8. GENERAL QUALIFICATIONS ... [5]

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**Comment [4]:** Also too specific for Rules.

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8. GENERAL QUALIFICATIONS ... [6]

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**Comment [5]:** None of this makes sense ... [8]

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MENTORSHIPS ... [7]

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**Comment [7]:** Participation in the RECP ... [11]

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D. Notice of Charges and Hearing. Upon a  
Upon a finding of probable cause the  
E. Response. Within thirty (30) days of the  
of the notice, the religious educator mus' ... [15]

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Upon a finding of probable cause the  
E. Response. Within thirty (30) days of the  
of the notice, the religious educator mus' ... [16]

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of the notice, the religious educator mus' ... [17]

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investigation until the conclusion of the criminal adjudication. A court transcript/record may be used in lieu of or in addition to an investigative committee report.

**G. Confidentiality.** At the beginning of the hearing, rules of confidentiality

will be established and emphasized, and they will be reiterated at the end. All individuals

- including Committee members, the person being heard and the support person - must respect all rules of confidentiality.

**H. Determination.** The Committee shall determine

whether or not the religious educator's religious education credentialing status shall be

terminated and shall enter in the record of the **meeting** the reasons for its decision. Should the religious educator's religious education

credentialing status not be terminated, the Committee may impose conditions and/or

restrictions as it deems appropriate. Such decision shall be made at the next meeting of

the Religious Education Credentialing Committee. Written notice of the decision

containing the reasons thereof shall be sent by the Committee's Executive Secretary to the

religious educator **under review** within seven days of the date of the decision. **If a religious educator's credentialing status is terminated, the religious educator may appeal the decision to the Religious Education Credentialing Committee by contacting the Executive Secretary.**

**I. Additional Proceedings.** The Committee, at any time prior to the

renderings of its decision, or prior to a final decision by the Board of Review in the event

of appeal by the religious educator, shall have the power to reopen the

Catherine Rowland 2/10/2016 10:57 AM

**Deleted:** H. Hearing Procedures. ... [19]

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4. Procedures. The proceedings shall be conducted in such manner as the  
5. Recommendations of Board of Inquiry. If the Inquiry. If the proceedings are  
6. Access to Information. All material sent to the sent to the Committee by the Board

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Catherine Rowland 2/10/2016 11:04 AM

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Jan Gartner 5/9/2016 5:25 PM

**Comment [8]:** This replaces the Appeals Rule, below.

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~~matter~~ to consider newly discovered ~~information~~. In that event, the religious educator shall be notified in writing that the ~~matter has~~ been reopened.

#### 9. RE-ADMISSION

The Committee shall have authority to re-admit a religious educator to a religious education credentialing status. An application on such form as the Committee shall determine shall be filed, said application to include in any event a brief statement of the reasons for termination of religious education credentialing status, and the reasons for readmission which the applicant believes should be considered. The decision on an application for re-admission shall not be subject to appeal.

#### 10. CONVICTION DISCLOSURE

Religious educators with religious education credentialing status shall inform the Religious Education Credentialing Committee of all criminal convictions that occur or have occurred except for minor traffic violations and those convictions which by law they need not disclose.

Applicants to the Religious Education Credentialing Program of the Unitarian Universalist Association shall inform the Religious Education Credentialing Committee of all criminal convictions except for minor traffic violations and those convictions which by law they need not disclose. ~~A criminal background check is required by a UUA approved vendor before program completion in order to receive Credentialed Religious Educator status.~~

#### 11. COOPERATING WITH THE COMMITTEE

It is expected that all Applicants to and Candidates in the Religious Education

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Jan Gartner 5/9/2016 5:25 PM

**Comment [9]:** Re It is goodto have a process for reviewing the case of any credentialed religious educator whose suitability to hold credentialed status comes into question. We re-worked the process to be less legalistic.

Catherine Rowland 2/10/2016 10:59 AM

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12. APPEALS .  
13

Jan Gartner 5/9/2016 5:25 PM

**Comment [10]:** ?? Not sure about this.

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Jan Gartner 5/9/2016 5:25 PM

**Comment [11]:** This was added to our protocol a number of years ago and is an important part of the completion process.

Catherine Rowland 2/10/2016 11:11 AM

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... [24]

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Credentialing Program and all religious educators with religious education credentialing status will cooperate with the Committee at all times. This includes responses to requests for information, provision of requested documentation, and attendance at meetings with the Committee. Non-compliance may be deemed conduct unbecoming a professional religious educator.

# Memorandum

To: UUA Board of Trustees  
Subject: President's Report  
From: Peter Morales  
Date: June 14, 2016



This report highlights topics that are not covered in other parts of the agenda or in other reports.

## **An anxious context to General Assembly**

This GA comes at a particularly anxious time. Many of our LGBTQ members and staff have been traumatized by the mass killings in Orlando. The killer's professed allegiance to ISIS (though he was never a practicing Muslim) has unleashed a new wave of anti-Muslim rhetoric. With a multi-faith public witness event targeted at racism and special guests from other faiths (including the president of the Islamic Circle of North America), this is a emotional setting. I believe we need to be sensitive to the vulnerability, confusion and anger of our people as we move through the week.

## **Annual Program Fund discussions**

A workshop on the future of APF has been scheduled for some time. In my president's report I will discuss the drop of support of the APF as a percentage of congregational budgets. More importantly, I will talk about the inequalities in our current that finds more than one quarter of our congregations contributing less than half the requested donation.

## **Shelter Rock**

On a much happier note, I want to highlight the fact that Shelter Rock has voted to give \$5 million to support the legacy component of the

comprehensive campaign (with UUSC, Meadville-Lombard, Starr King, UUMA and CLF). This is a major opportunity. Shelter Rock will be considering a request for an additional \$15 million gift at its October congregational meeting. The possible impact of such a gift is enormous.



Jim Key  
UUA Moderator and  
Chief Governance Officer

June 2016

Report to the UUA Board of Trustees

**Congregational and other visits**

July 13	Winston-Salem, NC – Participated in Moral March for Voting Rights with NC NAACP
August 12	Savannah, GA – Met with minister of UU Church of Savannah
August 16	Bluffton, SC – Preached at UU Congregation of the Lowcountry
September 14-18	Boston, MA – Attended GAMAP, Grid, and GAPC meetings
September 25-26	Ashland, OR – Conducted <i>Governance as Leadership</i> Workshop for three congregations and preached at Rogue Valley UU Fellowship
October 4	Winston-Salem, NC – Preached at UU Fellowship of Winston-Salem
October 5-6	Pokagon, IN - Met with Heartland UUMA Chapter
October 8	Statesboro, GA – Participated in Religious Affairs/Social Justice Roundtable at Georgia NAACP Convention and Civil Rights Conference

October 22-23 –LREDA Annual Meeting Morristown NJ

November 6-7 – DPA Meeting, Boston MA

November 14-15 – Governance Workshop for Valley UU and preach, Chandler AZ

November 22 – Town Hall meeting and preach at Eno River UU,  
Durham, NC

January 14-15 – GAPC meeting, New Orleans LA

January 16-17 – Keynote at Trustee Day for Minneapolis and St. Paul  
congregations', St. Paul MA

January 24 – UU Fellowship of Statesboro (GA) – Speak at Building  
Dedication

February 21 – UU Church of Savannah (GA) – Preach

February 27-28 – UU Church of Eugene (OR) – Facilitated Governance  
Workshop for three Boards; Preach

March 6 – First Parish of Lincoln (MA)– Speak at Installation of Rev.  
Manish Mishra-Marzetti

March 13 – UU Church of Augusta (GA) – Preach, meet with Board  
Exec Committee

March 23 – UU Fellowship of Fredericksburg (VA) – Meet with Denise  
Rimes to plan GA General Session Agenda

April 2 – Ohio-Meadville District Assembly (Akron OH) – Speak

April 3 – UU Church of Marblehead (MA) – Speak at 300<sup>th</sup> Anniversary  
Sermon delivered by Gini Van Courter in my absence due  
To weather delay

April 8-9 – Joseph Priestly District Assembly (York PA) – Speak

April 10 – Mainline Unitarian Church (Devon PA) – Preach and speak at  
Installation of Rev. Neal Jones

May 15 – Unitarian Universalists of Coastal Georgia (Brunswick GA) –  
attend services

May 22 – UU Fellowship of Beaufort (SC) - Preach

## Narrative

Imagine “A healthy Unitarian Universalist community that is alive with transforming power, moving our communities and the world toward more love, justice, and peace...”<sup>1</sup>

These words are the preamble of our Association’s Shared Vision, or Global Ends. They can be found in full on page 84 of your program book and on the UUA website.

I opened my report to you last year with that same phrase, and I have shared them with every congregation and community I have visited over the past year-- 26 visits across 13 states.

Imagine “a healthy Unitarian Universalist community that is alive with transforming power, moving our communities and the world toward more love, justice, and peace...”

Those words still animate my work for this liberal faith and inform my report to you on how your governance structure is responding to that vision.

I have been reading *turning point, essays on a new Unitarian Universalism* edited by Fred Muir, the senior minister of the Unitarian Universalist Church of Annapolis. I strongly recommend it to anyone who cares for this faith and wants it to remain a prophetic voice in the public square.

Muir challenges us to acknowledge and correct our Trinity of Errors. He writes, “Fundamental to our survival is a paradigm shift, a frame bending that goes deep in the history, (and) character... of Unitarian Universalism... because it goes to the essence of how we understand our ourselves and, in turn, relate to the world at large, which means how we relate to our demographic context”; the shift in religious views, the rise of the “nones”, and growth of the “spiritual but not religious”.

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<sup>1</sup> UUA Global Ends, <http://www.uua.org/uuagovernance/manual/ends>

Muir continues, "Fundamental to our future is recognizing our way of faith, from its leadership to its Sunday service to justice-making partnerships, has been supported and nurtured by a *trinity of errors*, leading not only to ineffectiveness but also to an inability to share our liberating message. This is to say, while Unitarian Universalism's gospel is good news, it is losing its vitality and relevance."

He defines this trinity of errors this way:

- "We are being held back and stymied by persistent, pervasive, and disruptive commitment to individualism that misguides our ability to engage the changing times.
- We cling to a Unitarian Universalist exceptionalism that is often insulting to others and undermines our good news.
- We refuse to acknowledge and treat our allergy to authority and power, though all the symptoms compromise a healthy future."<sup>2</sup>

Muir offers a Trinity of Promises as an antidote to our Trinity of Errors: generosity, pluralism, and imagination.

I want to report on those promises that the Moderator and UUA Board of Trustees are pursuing in my report to you: generosity, pluralism, and imagination.

First, generosity: It is no secret that costs are up and congregational fair share giving to our Association is down. The Board of Trustees charged Larry Ladd, Financial Advisor, to form a task force, collaborate with the Stewardship and Development staff and others, and then bring to the board recommendations to imagine an APF approach that was not based on membership but a percentage of income. The Southern Region has been testing such an approach, and we have learned much from their pilot. The board will host a workshop, "Generosity, Covenant, and Annual Program" on Thursday, 1:15pm – 2:30pm in the Convention Center Union Station Ballroom A.

The Second of Muir's trinity of promises is pluralism: This General Assembly is a great example of our understanding of the power of pluralism. Consider our theme, "Heart Land: Where Faiths Connect." President Morales has made multi-faith pluralism central to his presidency, working with partners in our justice and anti-oppression work as well as with progressive faith movements, many of whose

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<sup>2</sup> *turning point, essays on a new Unitarian Universalism; Fredric Muir, editor – Skinner House Books ISBN 978-1-55896-766-3*



leaders who will be with us at General Assembly. He wrote in the summer edition of UUWorld: "Unitarian Universalism has long been a 'multi-faith faith.' As such, I believe we have a unique opportunity to bring faiths together and to lead a multi-faith movement." I agree with him.

But we need to focus on pluralism in our congregations as well, specifically in how we practice our fifth principle, "the right of conscious and the use of the democratic process..." We have been urging congregations to send delegates to GA and consider underwriting their expense for many years. However, typically less than 50 percent of our congregations bother to send delegates and fewer still offer financial support to attend. Our most recent data suggest 28 percent receive some financial support but it is not typically substantive. As a result, our delegate body tends to be older, whiter, and privileged who have the time and money to pay their own way. This apathy towards participating in the democratic process close out an opportunity for congregations to consider youth, young adults, people of color, and the economically fragile.

Last year your board of trustees approved establishing a scholarship fund to attract an appropriately diverse body of delegates. The Saturday collection in Saturday's General Session last year along with gifts from the board and senior staff matched by the Davidoff Fund raised approximately \$28,000 to support the participation of delegates at this General Assembly. I am delighted that we were able to award 87 scholarships to support delegates, but was disappointed that we didn't hear from more congregations.

The third part of Muir's trinity of promises is imagination. I must confess this third part of the trinity is the one that most animates me.

I have shared with many of you, in various settings, my personal story of having been diagnosed with Stage-IV, non-small, cell lung cancer in 1999. The morbidity rates were grim; five percent of those so diagnosed might live for one year, only one percent might live for five years. I quickly imagined that I could be one of the one percent.

Several times a day, during my ten months of chemotherapy, I imagined little Pac Men consuming those rapidly multiplying cancer cells. I envisioned the toxic brew of my carboplatin infusions melting away the diseased cells. Further, I imagined myself surrounded by Liz, my children, my grandson, friends, and my new Unitarian Universalist community. I would gather them in my visioning at a

beach on Pangkor Laut, an island on the west coast of Malaysia where Liz and I had been privileged to holiday when we lived and worked in Asia.

Imagining the healing provided by good science and amplified by the unconditional love of family and friends was powerful. Every day for many years I imagined my health restored. I return to Pangkor Laut in my imagination as I have a need.

Friends, it was imagination that guided me to be among this one percent. And I have lived to see my family grow from one grandson in 1999 to six grandchildren in 2016.

I believe in the power of imagination, visioning, and wishing to move Unitarian Universalism to a place of more love, justice, and peace.

You do too apparently! We have congregations moving into actualizing the Beloved Community as a result of the Mosaic Makers initiative, with many congregations and communities having tough conversations on race stemming from the Beloved Conversations curriculum.

Moreover, district leaders are imagining other ways of shaping governance. Three districts in the Mid-west consolidated into one region two years ago, and eight districts in the South and Central Northeast have dissolved and deferred governance to the UUA. The four districts in New England have entered into an agreement to dissolve district governance structures over time. All of this “right-sizing” of governance structures is freeing hundreds of folks for other ministries that are bending the arc of the moral universe towards justice.

The board is in an imagining mode as well. At my request, the board established a task force to reflect on how we might focus on covenant over membership. I asked the delegates last year, to “imagine, rather than signing the book, people entered and were welcomed into covenant that would be renewed periodically. Imagine if congregations and communities entered and were welcomed into mutual covenant with the larger association that would be renewed periodically.

You will have a chance at this General Assembly to share with that task force what that might look like. The chair of the Renewing the Covenant task force, Rev. Dr. Susan Ritchie, and her team have been considering what a network of UU networked communities might look

like and how that network could energize our faith. We will host a workshop titled "Forum on Renewing Covenant" on Thursday, June 23 at 3:00 pm in the Convention Center Union Station Ballroom A and will engage the full body Friday's General Session III in a discernment process that hears your stories.

The board is imagining through its Committee working group how we might further streamline governance structures. We now have 13 committees of the board and 6 committees authorized and elected by the delegates. Do we need all of them all the time? Are they all a good investment of our governance costs? Are they the right size? Should they be elected or appointed? Do they advance our Ends? Do they have a sunshine clause that requires re-authorizing from time to time? Can we imagine the Goldilocks "just right" committee structure for a religious movement of under 200,000 members? The board will bring some suggestions to you at the New Orleans General Assembly in 2017.

I can imagine a different way for delegates to discern positions on bylaws, business resolutions, and actions of immediate witness that allow time to learn together before any up or down votes are taken. We will model some ways of doing that discernment at this GA. We will have a moderated discussion on one of our Business Resolutions that have inflamed passions on both sides of the issue (Business Resolution for the Divestment from Corporations Complicit in Violation of Human Rights.) You will have an opportunity to hear a panel discussion in the General Session II on Friday morning on the complexity of the resolution and the competing values it asks us to consider. The mini-assembly to consider the language of the resolution is Friday afternoon and the debate and vote is scheduled for General Session III on Saturday morning.

You and the congregations you represent are the UUA, not the board or staff. Participation in the democratic process is how you direct us to act on your behalf between general assemblies. That is our covenant; that is our polity. But too few congregations participate and fewer still offer any financial support for delegates to attend that would ensure wide and diverse participation in our democratic process. We must find ways for broader participation in the business of our association. I speak to this issue everywhere I go, but you must do so as well as leaders of this liberal faith.

I close with this reflection, again from Fred Muir:

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"Living as twenty-first-century Unitarian Universalists means restoring a faith that is religious **and** spiritual, covenantal **and** experiential, progressive **and** evangelical. From the trinity of promises, Beloved Community will be shaped and the future of our faith can deepen and grow again."<sup>3</sup>

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<sup>3</sup> *ibid*

## **Vice Moderator Report**

### **June, 2016**

*Note: This is similar to the report prepared for General Assembly 2016.*

The past year has been one of rebirth and growth, as the Board and the Administration have evolved into a relationship that is blessed with covenant, collaboration, and commitment. Last year's Board report reflected the growing pains of a smaller board and the ongoing implementation of policy governance, and while this past year has not been without its challenges, the Board is hitting its stride with clarity and purpose.

As cultural and political issues take deep root, our Board adapts quickly to the changing needs within society and within our faith movement.

Our Inclusion and Empowerment working group assures that we keep our ears to the ground on issues that intersect with our values. In the October, 2015 Board retreat, we welcomed Jacqui Lewis and John Janke from the Middle Project in New York who led us into a heartfelt and promising conversation about our commitment to Black Lives Matter. We began to consider how the UUA and its member congregations might strengthen and expand our commitment to Black Lives Matter. We also recalled and discussed our experience of the GA general session at which the Black Lives Matter resolution was considered. The Board regrets that the process in place, the limited time, and the racism we're still working to root out enflamed debate and brought out the worst in many of us. People were hurt. Lines were drawn in the sand. Old wounds were opened. We know this work is full of heartbreak. And we must find the will and the way to do a better job. As part of that extended conversation, we welcomed thirty high school youth and their advisors from the Twin Cities. We broke into small groups and returned to the Black Lives Matter conversation. It was a profound moment of "linkage" as together we tried to figure out how to improve the likelihood of creativity, respect and transformation. At the April meeting we engaged one another in intimate and inspiring conversations about prejudice against the trans

community and what is required of us in response to the anti-trans legislation being proposed across the United States.

We are working hard to amplify generosity and stewardship, both through our traditional channels, and through generative work in collaboration with the Staff. And the Board seeks to model and encourage generosity. Our support for the Friends of the UUA and our involvement in encouraging financial support of the Association is central to our obligations and commitments as Trustees. Moderator Jim Key, as part of our effort to expand the circle of those able to come to General Assembly, established a scholarship fund that has enabled 87 people to attend GA this year who would not have otherwise been able to be here. We are in close collaboration with Stewardship and Development on the Annual Program Fund and on a Task Force that has been convened to consider how best to strengthen our core fund-raising efforts by examining our current contribution guidelines based on membership. And we are supporting, with great enthusiasm, the development of the Generosity Network, to help build relationships with congregations to help them be more generous with the UUA. In January of this year, the Board authorized a Board-restricted “Innovation Fund” that sets aside unrestricted bequests to provide the administration funds for new and creative initiatives. In other important votes this year, we helped assure the maintenance of 24 Farnsworth by setting aside the cash needed to fund depreciation on the building,

The Board received a report from the Audit Committee on their Enterprise Risk Management strategy that helps us mitigate the danger of unforeseen threats, and we welcomed an overview of UUA staff compensation showing that our lowest paid workers are paid above market with a \$15 an hour minimum wage. We still have opportunities to make salaries more market-competitive, reflecting Unitarian Universalism's commitment to economic justice. Equally as important, the Board received and approved a balanced budget for the upcoming fiscal year. The presentation tied the proposed expenditures to the stated Ends of the Association making it easier for trustees to understand the intended impacts of our spending. We took a look at the budget through a racial justice lens and are convinced that the UUA is making solid progress toward becoming a credible

partner in the work. We also discussed projected income and are cautiously optimistic that the income goals are attainable.

We are working in a variety of ways to strengthen Unitarian Universalism's capacity to make and keep important promises. The Board Task Force on Reimagining Governance is working on ways to encourage greater participation in the conversations, which shape and strengthen our faith. The Moderator has convened a team, led by Rev. Dr. Susan Ritchie, to consider how we might broaden our understanding of membership in ways that lead us into covenant. The Board was pleased to learn that one of our new covenanting communities, the UU Cooperative Communities which created the Lucy Stone Cooperative, and the new Margaret Moseley Cooperative, received a \$100,000 grant from "The Forbes Under 30 \$1M Change the World Competition." The Socially Responsible Investing Committee has also invested \$50,000 in the effort whose mission is "to create cooperative housing based in UU principles and purposes."

And the Board has approved a policy calendar, developed and administered by the Governance Working Group, requiring that we annually consider the adequacy of the global ends of the Association in order to determine when it would be best to engage our member congregations and communities in a process to reconsider and renew the Ends that govern our efforts. The Board continues to monitor itself and our policies at each quarterly meeting, in keeping with our commitment to a strong, accountable partnership with all of our stakeholders.

The Congregational Boundaries Working Group continues to partner with the Office of Ministries and Faith Development to honor the Association's pledge to hold all of us accountable to "values at our core" in addressing issues of clergy sexual misconduct. The Ministerial Fellowship Committee is committed to ongoing training on this topic, and the Board will also be trained during the next year to better understand the deep implications of misconduct. We are deeply grateful to all of those who have come forward with their stories, and to those who have helped and continue to help mend the system.

There are three declared candidates for UUA President, all of whom have completed the certification process. Rev. Susan Frederick Gray, Rev. Alison Miller and Rev. Jeanne Pupke represent our current slate of candidates, but other nominees are eligible to enter the race up until February 1, 2017. Board members and senior staff gathered with the three candidates recently to share our hopes and dreams for the future of Unitarian Universalism. We also reviewed the oversight structure in place for UUA elections and decided to take a more active role than in past elections by hosting five candidate forums prior to the election to be held in June of 2017. We have learned much from the nomination process of the first election of a single, 6-year term president that will offer important guidance for future elections. And, as if that isn't enough, we have begun to plan for the creation of a Moderator Search Committee by charging the Appointments Committee to begin to assemble the team and by specifying the attributes needed.

President Morales and his leadership team presented a thorough and carefully conceived report evaluating the Association's progress in pursuit of our stated Ends. The Board enthusiastically entered into deep and fruitful conversation with staff as to the implications of their conclusions and the need to find more effective ways to measure the impact of our efforts. It was generally agreed that staff is developing strong evaluative skills and that more baseline information is needed in order to track our progress over time. It is difficult to measure the impact of the Association's efforts in congregational and community life but the Board and Administration are committed to the effort. With deep appreciation and regret we received the resignation of Vice Moderator, Susan Weaver, and enthusiastically expressed our appreciation for her excellent work in behalf our Unitarian Universalism. We also said goodbye to The Rev. Terasa Cooley, UUA Program and Strategy Officer, who stepped down after many years of dedicated service. Our best wishes follow these two outstanding individuals who have been so important to us.

In summary, our progress has been nothing short of remarkable. The year has been marked by a hard-won clarity of purpose and a genuine sense of collaboration between the Board and the Administration. Our Communications



Working Group has made every effort to ensure that transparency provides full insight and awareness into the work of the Association, which is no small task! We have deep appreciation for all of those with whom we have partnered and those who have offered feedback and support throughout the year. There is much work ahead, but the energy and spirit with which we face the work will carry us well into the future.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Denise". The script is cursive and fluid, with a small dot above the 'i'.

Denise M. Rimes  
Vice Moderator

	C	D	E	F	G	H	I
2	<b>Unitarian Universalist Association</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY16</b>	<b>FY16</b>	<b>Percent</b>
3	<b>Budget Overview</b>	<b>Results</b>	<b>Results</b>	<b>Budget</b>	<b>3Q16 Fcst</b>	<b>4Q16 Fcst</b>	<b>Inc/(Dec)</b>
4	<b>Current Operations</b>						<b>G to H</b>
5							
6	\$ in Thousands						
7	<b>Income:</b>						
8	<b>Income for General Support</b>						
9	Annual Program Fund	6,657	6,532	6,734	6,550	6,604	0.8%
10	Annual Program Fund - Regional	0	0	700	480	480	0.0%
11	Unrestricted Gifts	1,437	1,333	1,350	1,192	1,007	-15.5%
12	Bequest Income	698	450	500	500	425	-15.0%
13	Administrative Fees	2,007	2,037	2,335	2,312	2,277	-1.5%
14	Investment Income	2,293	3,288	3,148	3,148	3,148	0.0%
15	Net Lease Income	0	319	757	981	973	-0.8%
16	Other Current Fund Income	2,595	1,908	1,938	1,888	1,852	-1.9%
17	Total Income for General Support	15,688	15,867	17,462	17,052	16,767	-1.7%
18							
19	<b>Income for Designated Purposes</b>						
20	Campaign Income	698	1,774	1,487	1,583	1,513	-4.4%
21	UUCSR Veatch Grants	2,207	2,320	2,304	2,365	2,370	0.2%
22	Grants and Scholarships	927	1,086	1,026	1,028	1,027	-0.1%
23	Ministerial Aid Funds	531	543	484	484	484	0.0%
24	Holdeen and International Trusts	1,448	1,940	1,698	2,001	2,007	0.3%
25	Income for Other Purposes	835	951	1,114	1,246	1,271	2.0%
26	Total Inc for Designated Purposes	6,645	8,614	8,112	8,706	8,672	-0.4%
27	<b>Total Income</b>	<b>22,333</b>	<b>24,481</b>	<b>25,574</b>	<b>25,758</b>	<b>25,439</b>	<b>-1.2%</b>
28							
29	<b>Expenses:</b>						
30	<b>Board &amp; Volunteer Leadership</b>	<b>568</b>	<b>550</b>	<b>494</b>	<b>529</b>	<b>542</b>	<b>2.5%</b>
31							
32	<b>Programs:</b>						
33	Program and Strategy Office	899	803	805	821	813	-1.0%
34	Multicultural Growth and Witness	1,242	1,217	1,130	1,234	1,240	0.5%
35	International Programs	1,367	1,770	1,525	1,930	1,933	0.2%
36	Congregational Life	2,912	2,969	3,809	3,630	3,597	-0.9%
37	Ministries and Faith Development	4,864	4,824	4,968	4,960	4,976	0.3%
38	UU Funding Program	1,207	1,320	1,254	1,340	1,345	0.4%
39	Crisis Relief & Misc. Programs	401	60	53	112	112	0.0%
40	Communications	2,733	2,654	2,748	2,750	2,700	-1.8%
41							
42	<b>Total Programs</b>	<b>15,624</b>	<b>15,617</b>	<b>16,292</b>	<b>16,776</b>	<b>16,716</b>	<b>-0.4%</b>
43							
44	<b>Administration</b>	<b>1,626</b>	<b>1,211</b>	<b>1,462</b>	<b>1,490</b>	<b>1,449</b>	<b>-2.8%</b>
45	<b>Contingency/Salary Increase</b>	<b>22</b>	<b>0</b>	<b>687</b>	<b>155</b>	<b>47</b>	<b>-69.7%</b>
46							
47	<b>Infrastructure</b>						
48	Stewardship and Development	2,343	1,920	2,097	2,029	1,934	-4.7%
49	Information Technology Services	1,419	1,443	1,485	1,491	1,467	-1.6%
50	Internal Services	1,874	3,731	3,306	3,537	3,534	-0.1%
51	<b>Total Infrastructure</b>	<b>5,636</b>	<b>7,094</b>	<b>6,888</b>	<b>7,057</b>	<b>6,935</b>	<b>-1.7%</b>
52							
53	<b>Total Expenses</b>	<b>23,476</b>	<b>24,473</b>	<b>25,824</b>	<b>26,008</b>	<b>25,689</b>	<b>-1.2%</b>
54							
55	<b>Depreciation Spending</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>250</b>	
56							
57	<b>Current Section Excess/(Deficit)</b>	<b>(1,143)</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	

	D	E	F	G	H	I	J
1	Unitarian Universalist Association	FY14	FY15	FY16	FY16	FY16	Percent
2	Forecast Summary	Results	Results	Budget	3Q16 Fcst	4Q16 Fcst	Inc/(Dec)
3	Current Operations Expenses						H to I
4							
5	\$ in Thousands						
6	Income:						
7	Income for UUA General Support						
8	Annual Program Fund	6,657	6,532	6,734	6,550	6,604	0.8%
9	Annual Program Fund - Regional	0	0	700	480	480	0.0%
10	Unrestricted Gifts	1,437	1,333	1,350	1,192	1,007	-15.5%
11	Bequest Income	698	450	500	500	425	-15.0%
12	Administrative Fees	2,007	2,037	2,335	2,312	2,277	-1.5%
13	Endowment Income	2,254	3,370	3,148	3,148	3,148	0.0%
14	Net Lease Income	0	319	757	981	973	-0.8%
15	Investment Income	39	(82)	0	0	0	N/A
16	Other Current Income	2,595	1,908	1,938	1,888	1,852	-1.9%
17		15,688	15,867	17,462	17,052	16,767	-1.7%
18	Income for Designated Purposes						
19	Campaign Income	698	1,774	1,487	1,583	1,513	-4.4%
20	Veatch Grants	2,207	2,320	2,304	2,365	2,370	0.2%
21	Grants and Scholarships	927	1,086	1,026	1,028	1,027	-0.1%
22	Ministerial Aid Funds	531	543	484	484	484	0.0%
23	Holdeen & International Trusts	1,448	1,940	1,698	2,001	2,007	0.3%
24	Income for Other Purposes	835	951	1,114	1,246	1,271	2.0%
25		6,645	8,614	8,112	8,706	8,672	-0.4%
26	Total Income	22,333	24,481	25,574	25,758	25,439	-1.2%
27							
28	Board & Volunteer Leadership						
29	Board of Trustees	249	221	166	188	190	0.9%
30	Board Committees	102	101	109	111	113	2.3%
31	Board Task Forces	8	7	4	3	4	23.1%
32	Moderator	26	28	26	25	24	-4.0%
33	Nominating Committee	21	27	19	19	20	6.4%
34	Commission on Appraisal	26	20	19	32	34	6.5%
35	Ministerial Fellowship Committee	111	119	121	121	121	0.0%
36	Commission on Social Witness	24	29	30	31	36	18.4%
37	Total Board & Volunteer Leadership	568	550	494	529	542	2.5%
38							
39	Programs:						
40	Program Strategy Office (former Growth Strategies)	899	803	805	821	813	-1.0%
41							
42	Multicultural Growth and Witness	1,242	1,217	1,130	1,234	1,240	0.5%
43							
44	International Office	233	230	205	216	214	-0.7%
45	Holdeen International Partners	139	143	161	165	165	0.0%
46	Holdeen India Program	686	1,101	845	1,232	1,239	0.6%
47	UU-UNO	310	296	315	318	315	-0.8%
48	Total International	1,367	1,770	1,525	1,930	1,933	0.2%
49							
50	Congregational Life						
51	Congregational Life	2,633	2,756	2,495	2,356	2,338	-0.8%
52	Southern Region	0	0	1,237	1,198	1,183	-1.2%
53	Office of Congregational Stewardship Services	278	213	78	76	76	-0.1%
54	Total Congregational Life	2,912	2,969	3,809	3,630	3,597	-0.9%
55							
56	Ministries and Faith Development						
57	Resource Development Director	131	139	153	154	151	-1.9%
58	Resource Development Office	624	507	471	476	467	-2.0%
59	Youth and Young Adult Ministries	442	528	588	598	602	0.6%
60	Director of Ministries and Faith Development	569	364	400	414	437	5.7%
61	Director of RE Credentialing	96	70	100	103	103	0.0%
62	Director of Ministerial Credentialing	208	200	192	194	194	0.0%
63	Director of Transitions	343	334	315	318	319	0.2%
64	Office of Church Staff Finances	572	592	657	641	627	-2.2%
65	Office of UUA Health Plan	195	240	239	240	245	2.1%
66	Director of Professional Development	158	193	190	210	221	5.4%
67	Scholarships and Ministerial Ed Grants	328	350	350	349	349	0.0%
68	Continuing Education	48	65	85	85	85	0.0%
69	Aid Funds	597	606	577	553	552	-0.2%
70	Panel on Theological Education	552	634	651	625	625	0.0%

	D	E	F	G	H	I	J
1	<b>Unitarian Universalist Association</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY16</b>	<b>FY16</b>	<b>Percent</b>
2	<b>Forecast Summary</b>	<b>Results</b>	<b>Results</b>	<b>Budget</b>	<b>3Q16 Fcst</b>	<b>4Q16 Fcst</b>	<b>Inc/(Dec)</b>
3	<b>Current Operations Expenses</b>						<b>H to I</b>
71	<b>Total Ministries and Faith Development</b>	4,864	4,824	4,968	4,960	4,976	0.3%
72							
73	UU Funding Program	1,207	1,320	1,254	1,340	1,345	0.4%
74	Crisis Relief & Misc. Programs	401	60	53	112	112	0.0%
75							
76	<b>Communications</b>						
77	IPW Office	500	349	382	379	379	0.0%
78	Periodicals Office	960	952	975	970	940	-3.1%
79	Publications Administration	504	526	567	573	566	-1.1%
80	UUA Bookstore	769	827	823	828	814	-1.7%
81	<b>Total Communications</b>	2,733	2,654	2,748	2,750	2,700	-1.8%
82							
83	<b>Total Programs</b>	15,624	15,617	16,292	16,776	16,716	-0.4%
84							
85	<b>Administration</b>						
86	Office of the President	460	500	557	567	562	-1.0%
87	Office of the Executive Vice President	651	331	409	399	400	0.2%
88	Contingency Expense	22	0	433	155	47	-69.7%
89	Salary Increase	0	0	254	0	0	N/A
90	Human Resources	514	379	496	524	487	-6.9%
91	<b>Total Administration</b>	1,648	1,211	2,149	1,645	1,496	-9.1%
92							
93	<b>Infrastructure:</b>						
94	<b>Stewardship and Development</b>						
95	Vice President, Development	288	59	51	50	50	0.6%
96	APF Campaign	291	270	367	335	307	-8.5%
97	Friends Campaign	414	291	353	315	318	0.9%
98	Charitable Gift and Estate Planning	140	154	175	177	157	-11.2%
99	Comprehensive Campaign	1,210	1,146	1,151	1,153	1,103	-4.3%
100	<b>Total Stewardship and Development</b>	2,343	1,920	2,097	2,029	1,934	-4.7%
101							
102	<b>Information Technology Services</b>	1,419	1,443	1,485	1,491	1,467	-1.6%
103							
104	<b>Internal Services:</b>						
105	<b>Finance</b>						
106	Treasurer and Vice President of Finance	529	381	387	376	373	-0.8%
107	Financial Services	601	615	635	657	665	1.2%
108	<b>Total Finance</b>	1,130	996	1,022	1,033	1,038	0.5%
109							
110	<b>Facilities</b>						
111	Facilities - General	78	0	0	0	0	N/A
112	25 Beacon Street	(27)	0	0	0	0	N/A
113	41 Mt Vernon Street	(7)	29	0	0	0	N/A
114	Eliot & Pickett House	416	0	0	0	0	N/A
115	24 Farnworth Street	284	2,706	2,285	2,504	2,496	-0.3%
116	<b>Total Operations Services</b>	743	2,735	2,285	2,504	2,496	-0.3%
117							
118	<b>Total Internal Services</b>	1,874	3,731	3,306	3,537	3,534	-0.1%
119							
120	<b>Total Infrastructure</b>	5,636	7,094	6,888	7,057	6,935	-1.7%
121	<b>Total Expenses</b>	23,476	24,473	25,824	26,008	25,689	-1.2%
122							
123	<b>Depreciation Spending</b>	0	0	250	250	250	
124							
125	<b>Current Section Excess/(Deficit)</b>	(1,143)	8	0	0	0	
126							

**From:** Carey McDonald <[cmcdonald@uua.org](mailto:cmcdonald@uua.org)>  
**Date:** June 13, 2016 at 11:38:29 AM CDT  
**To:** James Snell <[JSnell@croinc.com](mailto:JSnell@croinc.com)>  
**Cc:** Harlan Limpert <[HLimpert@uua.org](mailto:HLimpert@uua.org)>, Sarah Lammert <[slammert@uua.org](mailto:slammert@uua.org)>  
**Subject: Re: [UUA Board] June 2016 Board Meeting Agenda**

Hi James,

Harlan and I spoke, and we want to recommend the board affirm the Redding fellowship's transition as a sort of "test case." Following the Board's April meeting, we've been proceeding as if Redding is making the transition to covenanting community, on the advice of regional staff. It's been very helpful, because while working with the Redding folks we've uncovered a whole host of strategic issues that these kinds of transitions raise: Do they need to change their name? What happens to their tax status? What are the implications for the APF? We already have a few other requests in hand for other congregations to make this transition (for which we have not determined our answer), but we want to proceed with caution. We're hoping to use Redding's "test case" to develop clearer guidelines for when it is appropriate for a congregation to make the transition to covenanting community. We anticipate having a more detailed staff conversation about these issues in July/August, and will report our recommendations back to the Board for the October meeting.

Here is what we would recommend you propose for next week's meeting, recognizing that, while the Board doesn't typically approve congregations' resignation from the UUA, this test case deserves special attention:

*"The Board affirms the transition of the Redding UU Fellowship out of UUA member congregation status so that it may be fully recognized as a covenanting community by staff. This transition is understood as an opportunity to explore what such transitions mean for the Association and to determine general guidelines for when a transition from member congregation to covenanting community is appropriate."*

I'd be happy to chat with you by phone before the meeting, or to meet up in person in Columbus before our discussion.

Warmly,

-Carey

—  
**Carey McDonald | Outreach Director**

**Phone** (617) 948-4240 | [cmcdonald@uua.org](mailto:cmcdonald@uua.org)

[uua.org](http://uua.org) | [Twitter](#) | [Facebook](#)

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The Unitarian Universalist Association

Our work is made possible by congregations' generous gifts to the Annual Program Fund and individual friends like you. [Please consider making a gift today!](#)

## COMMITTEE ASSIGNMENTS

6/20/2016

Executive Committee	
Moderator	Jim Key
Vice Moderator	Denise Rimes
Secretary	Rob Eller Isaacs
Financial Advisor	Lucia Santini Field
Financial Secretary	Christina Rivera
Liaisons Assignments	
Appointments	Jim Key Tim Atkins
Audit Committee	Lucia Santini Field
Socially Responsible Investing Committee	
Investment Committee	
Retirement Plan Committee	
UUA Employee Benefits Trust	
Council on Cross Cultural Engagement	Jim Key Elandria Williams
Commission on Appraisal	Jim Key
Commission on Social Witness	Jim Key Denise Rimes
District Presidents Association	Jim Key
General Assembly Planning Committee	Denise Rimes Jim Key
Journey Toward Wholeness Transformation Committee	Jim Key

<b>Working Groups and Committees of the Board (Not Defined in Bylaws)</b>	
Congregational Boundaries	Retired (and ongoing)
Committee for the Award of Distinguished Service	Rob Eller-Isaacs Christina Rivera Jim Key
Committees	Tim Atkins Sarah Dan Jones Dick Jacke
Linkage	Christina Rivera, convener Rob Eller-Isaacs Bailey Saddlemire
Renewing Covenant	Pat McLaughlin, convener Andy Burnette Denise Rimes
Governance and Policies	Andy Burnette, convener Tim Atkins Greg Boyd Sarah Dan Jones Dick Jacke
Empowerment and Inclusion	Pat McLaughlin Christina Rivera Andrea Brisco Dorothy Holmes Elandria Williams
Linkage	Retired

# COMMITTEE ASSIGNMENTS

## 6/20/2016

Liberal Religious Educators Association	Christina Rivera
Ministerial Fellowship Committee	Denise Rimes
Nominating Committee	Jim Key
Presidential Search Committee	Jim Key Rob Eller-Isaacs
UU Ministers Association	Rob Eller-Isaacs
UU Musicians Network	Sarah Dan Jones

Reimagining Governance	Retired (see Renewing Covenant)

## **UUA Board of Trustees Work Plan 2016-2018**

### **June 21-22, 2016 - Columbus**

GA Planning  
Transition Planning with current Board and incoming trustees  
Presidential Campagin Update  
Invite new trustee candidates to participate  
Reimagining Covenant  
Finance Discussion  
Plan any changes re: APF discussion at GA

### **Governance and Policies WG**

Monitoring of Policies in accord with Perpetual Calendar  
*Policies 2.0, 2.2, 4.2, 4.3 and 4.4*  
Discuss and finalize MNC and Board process for nominating Moderator candidates

### **Linkage WG**

Any further reports on linkage plans - merge with Communicatins WG?

### **Committees WG**

Recommendations re: number of members of Commission on Appraisal and Nomir

### **Reimagining Governance WG**

Any updates for GA 2016 plans

### **Empowerment and Inclusion WG**

Training for October?

### **Communications WG**

Review of communications process with delegates, merge with Linkage WG  
Other updates

### **June 27, 2016 – Columbus**

Post GA-Review  
Review of 2016-2017 Calendar  
Working Group Assignments

### **October 13-15, 2016 – Boston**

Finance Discussion  
Board Work Plan  
Delegates' discussions at GA 2017 in New Orleans?  
Bylaws revisions  
Evaluation of Board Scholarship Fund for delegates

### **Governance and Policies WG**

< Monitoring of Policies in accord with Perpetual Calendar  
< *Policies 1.0, 2.7, 2.7.2, 2.7.3, 2.7.4, 2.9, 3, 3.1, 3.2, 3.3*



- < Appoint Moderator Nominating Committee  
**Linkage WG**
- < Report on GA 2016 linkage and linkage plan  
**Empowerment and Inclusion WG**
- < Board training?

### **January 27-28, 2017 – Boston**

Finance Discussion  
Review of Procedural Rules for GA 2017

#### **Governance and Policies WG**

- < Monitoring of Policies in accord with Perpetual Calendar
- < *Policies 2.1, 2.7.1, 2.7.5, 2.8, 3.4, 3.5, 3.6, 3.7*

#### **Linkage WG**

#### **Empowerment and Inclusion WG**

#### **Communications WG**

### **April 21-22, 2017 – Boston**

Select DSA Recipient  
Finance Discussion

#### **Governance and Policies WG**

- < Monitoring of Policies in Accord with Perpetual Calendar
- < *Policies 1.0, 2.6, 2.12, 2.13, 3.8, 3.9, 4.0, 4.1*

#### **Linkage WG**

- < Linkage Plan

#### **Empowerment and Inclusion WG**

- < Training?

#### **Communications WG**

### **June 20-21, 2017 – New Orleans**

Rehearse for GA  
Transition planning with current Board members and incoming trustees  
Working Group assignments  
Invite new trustee candidates to participate

#### **Governance and Policies WG**

- < Monitoring of Policies in Accord with Perpetual Calendar
- < *Policies 2.0, 4.2, 4.3, 4.4*

#### **Linkage WG**

#### **Empowerment and Inclusion WG**

#### **Communications WG**

### **June 26, 2017 – New Orleans**

Post-GA Review  
Review of 2017-2018 Board calendar

**October 12-14, 2017 – Boston**

Finance Discussion  
Board Work Plan  
Delegates' discussions at GA 2018 in New Orleans?  
Bylaws revisions  
Evaluation of Board Scholarship Fund for delegates

**Governance and Policies WG**

- < Monitoring of Policies in accord with Perpetual Calendar
- < *Policies 1.0, 2.7, 2.7.2, 2.7.3, 2.7.4, 2.9, 3, 3.1, 3.2, 3.3*
- < Appoint Moderator Nominating Committee

**Linkage WG**

- < Report on GA 2017 linkage and linkage plan

**Empowerment and Inclusion WG**

- < Board training?

**January 25-27, 2018 – Boston**

Finance Discussion  
Review of Procedural Rules for GA 2018

**Governance and Policies WG**

- < Monitoring of Policies in accord with Perpetual Calendar
- < *Policies 2.1, 2.4, 2.7.1, 2.7.5, 2.6, 2.7.1, 2.7.5, 2.8, 3.4, 3.5, 3.6, 3.7*

**Linkage WG**

**Empowerment and Inclusion WG**

**Communications WG**

**April 19-21, 2018 – Boston**

Select DSA Recipient  
Finance Discussion

**Governance and Policies WG**

- < Monitoring of Policies in Accord with Perpetual Calendar
- < *Policies 2.6, 2.11, 2.12, 2.13, 3.8, 3.9, 4.0, 4.1*

**Linkage WG**

- < Linkage Plan

**Empowerment and Inclusion WG**

- < Training?

**Communications WG**

**June 19-20, 2018 – Kansas City, MO**

Rehearse for GA

Transition planning with current Board members and incoming trustees

Working Group assignments

Invite new trustee candidates to participate

**Governance and Policies WG**

< Monitoring of Policies in Accord with Perpetual Calendar

< *Policies 2.0, 4.2, 4.3, 4.4*

**Linkage WG**

**Empowerment and Inclusion WG**

**Communications WG**

**June 25, 2018 – Kansas City, MO**

Post-GA Review

Review of 2017-2018 Board calendar

ating Committee

## UUA Board of Trustees Policy Monitoring Report June, 2016

Policy	In Compliance	Out of Compliance	Policy is Compliant with PG	Policy is Not Compliant with PG	Unsure on Whether Compliant with PG
4.2 Part 1	5	2	4	1	2
4.2 Part 2	7	0	6	1	0
4.3 Part 1	3	3	3	3	0
4.3 Part 2	4	2	4	0	2
4.4	4	2	4	0	2

### 4.2 Accountability of the President

**1. The President is the Board's only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the Board is concerned, is considered the authority and accountability of the President.**

**COMMENT:** One comment on part one, which is echoed in others, read: "I would rephrase the policy to acknowledge that while we work through the President, there are times when both the Moderator and President encourage direct contact with staff so long as the trustee is not directing the staff."

**2. The Board will direct the President through written policies that prescribe the Shared Vision (ENDS) to be achieved, and describe organizational situations and actions to be avoided, allowing the President to use any reasonable interpretation of these policies.**

**COMMENTS:**

- \* Better integration of the interpretations into the reporting structure.
- \* I think that the best way to get a handle on this would simply to have some discussion time between the Board and the President.
- \* We have a long way to go before we will have the data necessary to monitor effectively.

#### **4.3 Monitoring President Performance**

- 1. Systematic and rigorous monitoring of President job performance will be solely against the only expected President job outputs: organizational accomplishment of the Shared Vision (ENDS)**

##### **COMMENTS**

\* 4.3 as stated above does not read coherently, i.e., what does "...monitory of President job performance will be solely against the only expected....." mean? I said "no" above because I don't understand the item.

\* We do not yet have adequate data to provide for creditable monitoring.

- 2. Organizational operation within the boundaries established in Board policies on Leadership Covenant and Expectations.**

##### **COMMENTS**

\* None offered.

#### **4.4 President Compensation And Benefits**

**The Board shall negotiate a contract with the President that will stipulate compensation and benefits for the President.**

##### **COMMENTS**

\* It would be wise to consider whether and how the contract reflects the job description.

\* It could be we need to be clearer about the steps.

**Analysis (aka Andy's Opinion):** It seems we would do well to spend some time in a future meeting coming to understand the relationship between the board and president, especially in reference to our monitoring responsibilities of the president's performance.

**4.0 Edit:** The Governance Working Group suggests that board policy 4.0 be edited to read: “The board’s connection to the administration is through the president.”

This is a change from the current language, which reads “The Board’s sole official connection to the operational organization, its achievements and conduct will be through the President.”