



# BOARD OF TRUSTEES MEETING AGENDA

*THURSDAY, OCTOBER 12, 2017*

24 Farnsworth Street  
Boston, Massachusetts



6:00 – 7:15	Dinner with the Leadership Council	
	Check In (with Leadership Council)	
	Worship (with Leadership Council)	
7:15 – 9:00	Agenda Review	Elandria Williams
	Covenant Review	Facilitate and Mr.
	Group Agreements for Our Time Together	Barb Greve
	Team Building and Study Discussion	
9:00	Hang Out Time	

9:00 – 9:45	Check In, Worship, & Covenant Review	Elandria Williams
9:45 – 10:00	Where Are We in the Clock of the World?	Elandria Williams
10:00 – 11:30	Commission on Institutional Change	Leslie Takahashi
11:30 – 12:00	Group Agreements – Reflection and Creation	
12:00 – 1:00	Lunch	
1:00 – 1:15	Board Photo	
1:15 – 3:15	Board Orientation #1 – Overall Board Roles and Responsibilities, Group Assignments; Staff, Board, Commissions, and Committees	Group Work – Elandria Facilitate
3:15 – 3:30	Break	
3:30 – 4:30	Board Orientation #2: Policy Governance; How Do We Want to Govern and Make Decisions Together; Communications Protocols; Diving Deeper into Decision Making; Policy Governance and Communication	Group Work- Elandria Facilitate
4:30 – 4:45	Break	
4:45 – 5:00	Reflection Time	
	<b>MEETING OPENS TO THE PUBLIC &amp; THE LIVE STREAM BEGINS</b>	
5:00 – 6:15	Strategy Conversation #1: General – What Does This Mean for the Upcoming Year and How Do We Engage Congregations, Communities, and UUs that Feel Left Out or Pushed Out? Meta	Group Work and Elandria Facilitate
6:15 – 7:00	Vespers	Mr. Barb Greve & Elandria Williams
7:00 -	Dinner and Hang Out	



BOARD OF TRUSTEES  
MEETING AGENDA  
*SATURDAY, OCTOBER 14, 2017*

24 Farnsworth Street  
Boston, Massachusetts

9:00 – 9:45	Ingathering	Sarah Dan Jones
9:45 – 10:00	Group-Developed Group Agreements – Landing the Plane	
10:00 – 12:00	Strategy Conversation #2: From Meta to Planning; Article II, Bylaw, Section 2 Policies, Reimagining Covenant Task Force and General Conference and Ends Revisions Process	Group Work and Elandria Facilitate
12:00 – 1:00	Lunch	
1:00 – 2:30	Business #1: Monitoring Reports and Schedule, Financial Review and other Budget Needs, Development Report	Tim Brennan, Mary Katherine Morn, Governance Working Group, and Elandria Williams
2:30 – 2:45	Break	
2:45 – 3:45	Business #2: Assignments and Next Steps	Barb and Elandria Facilitate
3:45 – 4:15	Closing and Check Out	Elandria and Barb
4:15	Hang Out, Dinner on Your Own	

Changes in Congregational Status  
October 2017 UUA Board of Trustees Meeting

**ITEMS FOR INFORMATION, AND REPORTING TO THE BOARD:**

The Emerging Congregation, Kitsap UU Fellowship (Bremerton, WA) has dissolved.

The Emerging Congregation, Spirit of Life Church of St. Cloud (MN) has dissolved.

Olean UU Community has been recognized as a Covenanting Community (Olean, NY)

Unitarian Universalists at Riderwood has been recognized as a Covenanting Community (Silver Spring, MD)

**Formerly:** Washington Unitarian Universalist Church (Washington, VT)

**Now Known As:** Washington Unitarian Universalist Congregation

**Formerly:** The UU Fellowship of Marion County (Summerfield, FL)

**Now Known As:** Tri-County Unitarian Universalists



Brent Lewis  
Administrator, Congregational Life

UUA Board of Trustees  
June 20-21, 2017

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

**MINUTES**  
BOARD OF TRUSTEES  
UNITARIAN UNIVERSALIST ASSOCIATION

June 20-21 2017

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held at the Omni Hotel in New Orleans, LA on Tuesday and Wednesday, June 20-21, 2017.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Kathy Burek, Rob Eller-Isaacs, Dick Jacke, Sarah Dan Jones, Patrick McLaughlin, Denise Rimes, Christina Rivera, Lucia Santini Field, Elandria Williams.

**ALSO**

**PRESENT:** Tim Brennan, Danielle DiBona (chaplain), Sarah Lammert, Stephanie Carey Maron, Mary Katherine Morn, Andrea Briscoe (Youth Observer), Bailey Saddlemire (Youth Observer), Susan Suchocki-Brown (Chaplain) and observers.

Denise Rimes, Vice Moderator, called the meeting to order at 8:00 AM EDT on Tuesday, June 20, 2017. Following a check-in, Denise Rimes welcomed observers and guests. Susan Suchocki-Brown offered an opening reflection.

Board members read the covenant out loud in unison. Board members, UUA staff and observers introduced themselves. Theresa I Soto, Ben Gabel and Elizabeth Mount from the Journey Toward Wholeness Transformation Committee were introduced as process observers.

**CONSENT AGENDA** – Kathy Burek moved and Patrick McLaughlin seconded to approve the consent agenda. It was approved with one correction to the April 21-22 minutes. The consent agenda included the following motions:

- Approval of the UUA Board Minutes from April 21-22, 2017
- Approval of the UUA Board Minutes from May 30, 2017
- Approval of the UUA Board Minutes from June 6, 2017
- Approval of the UUA Board Minutes from June 13, 2017

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- Approval of the UUA Board Executive Committee Session May 1, 2017
- Approval of the UUA Board Executive Committee Session May 16, 2017
- Approval of the UUA Board Executive Session Minutes from April 22, 2017
- Approval of the UUA Board Executive Session Minutes from May 30, 2017
- Approval of the UUA Board Executive Session Minutes from June 13, 2017

The following reports were presented:

**CO-PRESIDENTS' REPORT** - Sofia Betancourt, Bill Sinkford, and Leon Spencer presented the presidents' report.

**ACTING MODERATOR'S REPORT** – Denise Rimes offered her report.

**SECRETARY'S REPORT** – Rob Eller-Isaacs presented the secretary's report.

**TREASURER'S REPORT** – Tim Brennan presented the treasurer's report. The board discussed the deficit projected in the FY17 fourth quarter forecast that is due to severance packages and other unbudgeted transitions expenses.

**FINANCIAL ADVISOR'S REPORT** – Lucia Santini-Field presented the financial advisor's report.

**FINANCE SECRETARY'S REPORT** – Christina Rivera presented the finance secretary's report.

**BLACK LIVES OF UNITARIAN UNIVERSALISM (BLUU) FUNDING** – Rob Eller-Isaacs gave a report.

Rob Eller-Isaacs moved and Patrick McLaughlin seconded:

In furtherance of the Mission and Ends of the Association and In particular of Section 1.3 "Congregations and communities are intentionally inclusive, multigenerational and multicultural"; And of Section 1.4 "Congregations and communities engage in partnerships to counter systems of power, privilege and oppression"; be it resolved that the UUA Board authorizes staff to execute a binding memorandum of understanding between the UUA and BLUU consistent with the memo entitled, "Considerations and Recommendations Concerning UUA Board's BLUU Funding Resolution" as revised June 2, 2017."

The motion passed unanimously.

**STEWARDSHIP/DEVELOPMENT (INCLUDING ANNUAL PROGRAM FUND UPDATE)** – Mary Katherine Morn and Lucia Santini-Field gave a report.

### **EXECUTIVE SESSION**

Tim Atkins made a motion to move into Executive Session (no second needed). Patrick McLaughlin moved to stay in Executive Session for the purpose of considering appointments. Lucia Santini-Field seconded. Motion carried.

Upon returning from Executive Session Tim Atkins announced with gratitude and appreciation that:

Michael Wagner was appointed to the Health Care Trust. The board also discussed intra-board dynamics.

### **GOVERNANCE AND POLICIES WORKING GROUP** – Tim Atkins gave his report.

Tim Atkins moved on behalf of the Governance and Policies Working Group to amend Policy 2.10.1 as follows:

“2.10.1: In the event of emergency presidential incapacitation, the UUA board will designate an immediate Acting Executive for the purposes of UUA policies until either  
a) The President sends written notice to the Board they are able to resume functions of the presidency or b) The UUA Board designates a new President in accordance with UUA Bylaws.”

and amend the Preamble of Section 2.0 as follows:

“Amend the second paragraph of the preamble of Section 2.0 to read, “Furthermore, and in all instances, neither the President, nor any person acting in the President’s stead, shall cause or allow any practice, activity, decision, or operation which is in violation of the Bylaws of the Association, commonly accepted business practices, professional ethics or which is imprudent or unlawful, except where Unitarian Universalist principles, as set forth in the Bylaws, are at risk.”

The motion passed.

Tim Atkins moved on behalf of the Governance and Policies Working Group to appoint a Second Vice Moderator with the following charge:

“We charge the Second Vice Moderator to monitor how the Board governs, and specifically to

- Monitor the Board in following Section 3 Policies in our discussions and actions;

UUA Board of Trustees

June 20-21, 2017

- Monitor the Board in following Section 3 Procedures in our discussions and actions;
- Monitor the Board in following the UUA Bylaws in our discussions and actions.”

The motion passed.

### **Moderator Nominating Committee Charge (2019 Election)**

Denise Rimes moved and Rob Eller-Isaacs seconded the adoption of the charge to the Moderator Nominating Committee (2019 Election).

“We appreciate the Moderator Nominating Committee’s willingness to undertake the important work that will lead to the election of the next Moderator for the Unitarian Universalist Association. The following charge outlines the expectations of the Board of Trustees with respect to the search process and the authority granted to the search committee:

- 1.The search committee will develop a statement of desired qualifications for the Moderator that will guide the search and selection process and be shared with candidates and nomination sources. The statement will be reviewed and approved by the UUA Board of Trustees.
- 2.The search committee will adopt a timetable for the search that will permit the anticipated election of a moderator at General Assembly 2019.
- 3.The search committee will make periodic reports to the board secretary about the progress of the search.
- 4.All search committee members will observe strict confidentiality in the conduct of the search. Any member of the search committee who breaches confidentiality may be removed from the committee without replacement.
- 5.The search committee will present to the Board of Trustees a summary of its work and to make its recommendation for two or more nominees on or before December 1, 2017.”

The motion passed.

### **General Assembly Run-Through**

Denise Rimes and other trustees reviewed the General Assembly agenda and lifted up specific items of particular interest to the board. Rimes noted that there will be a responsive resolution on the 8<sup>th</sup> Principle.

### **Review Board Panel Discussion for Thursday**



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Kathy Burek discussed the board panel. This will be presented as a deep and reflective conversation about the recent controversy at the UUA that the audience is overhearing. The panelists will respond to a set of questions. She also discussed an alternative way of managing discussion of resolutions in the mini-assemblies.

### **PROCESS OBSERVATION**

Process observation was offered by Ben Gabel, a member of the Journey Toward Wholeness Transformation Committee.

### **MEETING RECESSED**

Denise Rimes recessed the meeting at 3:50 pm.

### **MEETING RECOVERED**

Denise Rimes reconvened the meeting on Wednesday, June 21 at 10:22 am. Denise Rimes welcomed everyone. The meeting began with a centering by Patrick McLaughlin and Danielle DiBona. Members of the board, staff and observers introduced themselves.

### **WORKING GROUP UPDATES**

Updates on the Appointments, Communications, Congregational Boundaries and Empowerment and Inclusion Working Groups were given by Tim Atkins, Christina Rivera and Denise Rimes.

### **INVITATION TO THE SUMMIT ON INTER-NATIONAL INITIATIVE FOR TRANSFORMATIONAL COLLABORATION**

Kathy Burek introduced Karen Van Fossan of the UU Fellowship and Congregation of Bismarck-Mandan and Johnnie Aseron of the Inter-National Initiative for Transformational Collaboration. They invited the participation of the UUA in this work.

### **DISCUSSION TIME FOR OPEN ITEMS**

Tim Atkins facilitated an open discussion time.

The Board of Trustees discussed their response to the 2016 Responsive Resolution “Reaffirmation of Commitment to Racial Justice.” Greg Boyd talked about the possibility of the GA voting for a By-Laws Article 2 Study Commission, and the Board’s commitment to reviewing the By-Laws in the next fiscal year. Denise Rimes noted that she anticipates a Responsive Resolution proposing an 8<sup>th</sup> Principle. Patrick McLaughlin offered to draft a response to Don Southworth’s letter to the board. Denise Rimes raised the issue of a response from the UUA Board to the issues surrounding severance packages. The board discussed communications dynamics within the board.

### **EXECUTIVE SESSION**

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Tim Atkins made a motion to move into Executive Session (no second needed). Tim Atkins moved to stay in Executive Session for the purpose of considering appointments. Patrick McLaughlin seconded. Motion carried.

Upon returning from Executive Session Kathy Burek announced with gratitude and appreciation that:

The Board approved the Charge presented by Sofia Betancourt and appoints the following people to serve on the Commission on Institutional Change:

- Rev. Leslie Takahashi, Chair
- Caitlin Breedlove
- Mary Byron
- DeReau Farrar
- Rev. Natalie Fenimore
- Dr. Elias Ortega-Aponte

Denise Rimes was appointed Moderator until such time that the Board appoints her replacement and that she is free to delegate consistent with the By-Laws.

**REVIEW MOTIONS, ACTIONS FOR OCTOBER BOARD MEETING** – Tim Atkins presented two motions and facilitated a review of motions and actions for the October board meeting.

Tim Atkins moved (on behalf of the Governance Working Group):

Amend Section 2 Policies in the UUA Governance Manual as follows:

2.7.7:

Allow under any circumstances spending in excess of 0.5% more than the Board approved, unrestricted budget without the approval of the Board.

The motion passed [Greg Boyd was absent for this vote].

2.4.5:

Offer a severance package to any employee that exceeds that provided for in the Employee Manual (in effect on June 21, 2017), or amend the severance policy in that Employee Manual, without approval of the Board.

The motion passed.

The following actions were agreed to:

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Actions for Monday

- Working group for responsive resolutions, including BLUU.
- Focused time on response to Don Southworth & Response about Severances

Actions for October

- Revisit the discussion about partnership with Inter-National gathering in North Dakota.
- Process through which the letter went – online, multiple people of color had trouble with not best practice.
- Communication best practices – when do we move from email to an emergency zoom call.
- Executive committee – what does regular business and order mean in terms of when executive committee can be used and when it should be the whole Board.
- I think we need training in what accountability looks like, what do different forms of accountability look like.
- Bylaw revision possibility.

**BOARD REPORT** – The board discussed its report out.

**PROCESS OBSERVATION** – Wendy Von Courter of the Journey Toward Wholeness Transformation Committee offered process observations.

Open Board Hours will be set up in Room 203 in the Conference Center, which is available Thursday 2-8 pm, Friday 4-8 pm & Saturday 4-5 pm. Christina Rivera will manage the schedule with “sign-up genius.”

**CLOSING WORDS** – Andrea Briscoe offered closing words.

**ADJOURNMENT** – Moderator Denise Rimes adjourned the meeting at 2:04 pm.

Respectfully submitted,

/s/ Sarah Lammert  
Clerk

**BOARD OF TRUSTEES SCHEDULE**

- **Meeting: October 2017, Boston, MA**  
Thursday, October 12 - Saturday, October 14, 2017
- **Meeting: January, 2018, Highlander Center in New Market, TN**  
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  
June 26, 2017

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

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

June 26, 2017

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held at the Omni Hotel in New Orleans, LA on Tuesday and Wednesday, June 26, 2017.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Kathy Burek, Susan Frederick-Gray, Dick Jacke, Sarah Dan Jones, Manish Mishra-Marzetti, Patrick McLaughlin, Denise Rimes, Christina Rivera, Lucia Santini Field, Elandria Williams.

**ALSO**

**PRESENT:** Tim Brennan, Danielle Di Bona (chaplain), Sarah Lammert, Tanner Linden (Youth Observer), Stephanie Carey Maron, Mary Katherine Morn, Bailey Saddlemire (Youth Observer), Susan Suchocki-Brown (Chaplain), and observers.

Denise Rimes, Vice Moderator, called the meeting to order at 8:30 AM EDT on Monday, June 26, 2017. Following a check-in, Denise Rimes welcomed observers and guests. Susan Frederick-Gray offered an opening reflection and a prayer for our UUA staff members harmed in a street robbery on Saturday.

Board members, UUA staff, and observers introduced themselves. Board members read the covenant out loud in unison. Elizabeth Mount and Carrie Stewart from the Journey Toward Wholeness Transformation Committee were introduced as process observers.

**OUTSTANDING TASKS** – Patrick McLaughlin does not yet have a draft of a letter responding to Don Southworth’s letter ready to review (lost iPad). Other items were deferred until the next UUA board Zoom meeting.

**EXECUTIVE COMMITTEE APPOINTMENTS** – Greg Boyd led a discussion of Executive Committee member appointments. Christina Rivera was affirmed as

UUA Board of Trustees

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Secretary for 2017-2019. Tim Atkins was affirmed as Financial Secretary 2017-2019. The Moderator position is currently being filled by Denise Rimes. The First Vice Moderator position is temporarily open. A Second Vice Moderator position is currently open.

**EXECUTIVE SESSION** – Kathy Burek made a motion to move into Executive Session (no second needed). Tim Atkins moved to stay in Executive Session for the purpose of considering appointments. Sarah Dan Jones seconded. Motion carried.

Upon returning from Executive Session Greg Boyd noted that no appointments were made.

**GENERATIVE DISCUSSION** – A discussion was led by Greg Boyd about the size and role of the Executive Committee.

**POST-GA REVIEW** – A discussion was led by Denise Rimes. It was noted that Office Hours for the board should be continued next year.

**PROCESS OBSERVATION** – Process observation was offered by Elizabeth Mount, a member of the Journey Toward Wholeness Transformation Committee.

**CLOSING WORDS** – Susan Frederick-Gray offered closing words.

**ADJOURNMENT** – Moderator Denise Rimes adjourned the meeting at 11:00 a.m.

Respectfully submitted,

/s/ Sarah Lammert  
Clerk

### **BOARD OF TRUSTEES SCHEDULE**

- **Meeting: October 2017, Boston, MA**  
Thursday, October 12 - Saturday, October 15, 2017

UUA Board of Trustees

June 26, 2017

- **Meeting: January, 2018, Highlander Center in New Market, TN**  
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  
July 17, 2017

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

**MINUTES**  
BOARD OF TRUSTEES  
UNITARIAN UNIVERSALIST ASSOCIATION

July 17 2017

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was via Zoom conferencing.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Kathy Burek, Susan Frederick-Gray, Dick Jacke, Sarah Dan Jones, Patrick McLaughlin, Manish Mishra-Marzetti, Denise Rimes, Christina Rivera, Lucia Santini Field, Elandria Williams.

**ALSO**

**PRESENT:** Tim Brennan, Sarah Lammert, Tanner Linden (Youth Observer), Carey McDonald and Bailey Saddlemire (Youth Observer),.

Denise Rimes, Vice Moderator, called the meeting to order at 7:02 PM EDT on Tuesday, June 17, 2017. Following a check-in, Denise Rimes welcomed observers and guests. Denise Rimes offered an opening reflection and members checked in. Denise Rimes reviewed the agenda.

**WELCOME FROM PRESIDENT** – Susan Frederick-Gray presented a brief update. Carey McDonald has accepted her offer to serve as the Acting Chief Operating Officer as of August 1<sup>st</sup>.

**MODERATOR “RUNWAY”** – Denise is keeping a list of dates and tasks to support the new moderator once appointed.

**OCTOBER BOARD RETREAT PLANNING** – Element to include: anti-racism training, fiduciary responsibility (from a faith-based or social justice organization), communications protocols, policy governance overview (as practiced by the UUA), facilitated training around ARAOM/C and how we deal with conflict (avoidance) and do our work as a board, start up work with new President (yours, mine, ours), renewal of board’s covenant (also with the President), orientation to the budget (Tim B), and role



UUA Board of Trustees

July 17, 2017

of board as stewards. Denise will send an invitation to be on a team to put together the agenda.

**COMMUNICATIONS** – Christina Rivera led a discussion about a response to Don Southworth's letter as well as to the issue of Severances.

### **EXECUTIVE SESSION**

Tim Atkins made a motion to move into Executive Session (no second needed). Tim Atkins moved to stay in Executive Session for the purpose of considering appointments. Patrick McLaughlin seconded. Motion carried.

A motion was made by Patrick McLaughlin and seconded by Lucia Santini Field to move out of Executive Session.

It was later announced that Sara Lewis was unanimously appointed to the Religious Education Credentialing Committee. The board also discussed the moderator position.

Denise Rimes moved and Kathy Burek seconded a motion to thank Tim Atkins, Sarah Dan Jones, and Greg Boyd for their excellent work on the moderator position in a short time frame. The motion passed.

**ADJOURNMENT** – Moderator Denise Rimes adjourned the meeting at 9:43 pm.

Respectfully submitted,

/s/ Sarah Lammert  
Clerk

### **BOARD OF TRUSTEES SCHEDULE**

- **Meeting: October 2017, Boston, MA**  
Thursday, October 12 - Saturday, October 15, 2017

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July 17, 2017

- **Meeting: January, 2018, Highlander Center in New Market, TN**  
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  
August 1, 2017

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

**MINUTES**  
BOARD OF TRUSTEES  
UNITARIAN UNIVERSALIST ASSOCIATION

August 1, 2017

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held via Zoom conferencing.

**MEMBERS**

**PRESENT:** Tim Atkins, Greg Boyd, Kathy Burek, Susan Frederick-Gray, Dick Jacke, Sarah Dan Jones, Patrick McLaughlin, Manish Mishra-Marzetti, Denise Rimes, Christina Rivera, Lucia Santini Field, Elandria Williams.

**ALSO**

**PRESENT:** Carey McDonald, LoraKim Joyner

Denise Rimes, Vice Moderator, called the meeting to order at 7:05 PM EDT on Tuesday, August 1st, 2017. Denise Rimes welcomed observers and guests, and read an opening reflection. Board members offered a personal check-in. Denise Rimes reviewed the agenda.

Lucia Santini Field made a motion to thank Sarah Lammert for her service as Recording Secretary of the Association, and to remove her from that position, effective at midnight on July 31st, 2017. The motion passed unanimously without discussion.

Lucia Santini Field made a motion to appoint Carey McDonald to the non-salaried position of Recording Secretary of the Association effective August 1st, 2017, to serve until his successor shall be duly chosen and qualified, with the following duties: the Recording Secretary shall keep an accurate record of all meetings of the Association and the Board of Trustees, shall perform such other duties as may be assigned by the Board, and shall perform the duties of a Clerk under Massachusetts law. The motion passed unanimously without discussion.

Greg Boyd led a discussion about options for the Board to appoint “co-moderators” to fulfill the role of moderator, per the limits of UUA Bylaws (options attached). Board members noted that it is unfortunate the bylaws do not afford greater institutional flexibility.

UUA Board of Trustees  
August 1, 2017

### **EXECUTIVE SESSION**

Tim Atkins made a motion to move into Executive Session (no second needed), and the motion was carried. Tim Atkins moved to stay in Executive Session for the purpose of considering appointments. Lucia Santini Field seconded. Motion carried.

A motion was made by Manish Mishra-Marzetti and seconded by Kathy Burek to move out of Executive Session.

It was later announced with gratitude that Elandria Williams and Barb Greve were appointed Co-Moderators of the Association, with Barb in the bylaw-defined role of “moderator” until a special election can be held at the General Assembly in 2018, and with Elandria in the appointed, non-salaried position, newly created by the Board, of “co-moderator.” Denise Rimes was re-appointed as a trustee and elected First Vice Moderator.

**ADJOURNMENT** Moderator Denise Rimes adjourned the meeting at 8:46 pm.

Respectfully submitted,

/s/ Carey McDonald  
Recording Secretary

### **BOARD OF TRUSTEES SCHEDULE**

- **Videoconference Meeting: September 2017**  
Thursday, September 28, 2017  
Meeting URL: <http://zoom.us/j/616733451>  
Meeting ID: 616 733 451  
Phone: (646) 558-8656
- **Meeting: October 2017, Boston, MA**  
Thursday, October 12 - Saturday, October 14, 2017
- **Videoconference Meeting: November 2017**  
Thursday, November 16, 2017

UUA Board of Trustees

August 1, 2017

Meeting URL: <http://zoom.us/j/885571336>

Meeting ID: 885 571 336

Phone: (646) 558-8656

- **Videoconference Meeting: December 2017**  
Thursday, December 14, 2017  
Meeting URL: <http://zoom.us/j/700936217>  
Meeting ID: 700 936 217  
Phone: (646) 558-8656
- **Meeting: January, 2018, Highlander Center in New Market, TN**  
Friday, January 19 - Saturday, January 20, 2018
- **Videoconference Meeting: February 2018**  
Thursday, February 22, 2018  
Meeting URL: <http://zoom.us/j/760537802>  
Meeting ID: 760 537 802  
Phone: (646) 558-8656
- **Videoconference Meeting: March 2018**  
Thursday, March 22, 2018  
Meeting URL: <http://zoom.us/j/178430852>  
Meeting ID: 178 430 852  
Phone: (646) 558-8656
- **Meeting: April, 2018, Boston, MA**  
Friday, April 20 - Saturday, April 21, 2018
- **Videoconference Meeting: May 2018**  
Thursday, May 24, 2018  
Meeting URL: <http://zoom.us/j/525980325>  
Meeting ID: 525 980 325  
Phone: (646) 558-8656
- **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  
September 28, 2017

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

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

September 28, 2017

Pursuant to notice duly given, a meeting of the Board of Trustees of the Unitarian Universalist Association was held via Zoom conferencing.

**MEMBERS PRESENT:** Tim Atkins, Greg Boyd, Kathy Burek, Susan Frederick-Gray, Barb Greve, Dick Jacke, Tanner Linden, Patrick McLaughlin, Manish Mishra-Marzetti, Denise Rimes, Christina Rivera, Bailey Saddlemire, Lucia Santini Field, Elandria Williams.

**ADDITIONAL PARTICIPANTS:** Carey McDonald, Stephanie Carey Maron, Tim Brennan, Mary Katherine Morn, Leslie Takahashi, Chip Roush, Caitlin Cotter

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**MEETING:** Co-Moderator Elandria Williams called the meeting to order at 8:00 PM EDT on Thursday, September 28, 2017. Co-Moderator Williams welcomed observers and guests, and Board members did a quick personal check-in.

Leslie Takahashi submitted a written report and anticipated budget as chair of the Commission for Institutional Change. She summarized the Commission's work up to this point, and took questions. The Board informally reiterated its original charge to the Commission and affirmed the Commission's full independence, and thanked the Commission for notifying the Board of its anticipated budget. Staff indicated they plan to bring a resolution to the October meeting to authorize additional funds for this fiscal year, and to have a further conversation about the Commission's intended budget.

Caitlin Cotter submitted a written report as a co-chair of the Moderator Search Committee. Members reviewed the Committee's working list of qualifications and offered feedback. They additionally noted the confusing timing of the 2018 special election for Moderator, which will happen after the 2019 moderator candidates are announced.

Reviewing the plan year to change the Annual Program Fund formula, Financial Advisor Lucia Santini Field and Director of Stewardship and Development Mary Katherine Morn related that two additional regions will make the shift in the next fiscal year. Director

UUA Board of Trustees

September 28, 2017

Morn also offered an update on the fundraising for the Black Lives of Unitarian Univesalism commitment.

Kathy Burek moved to approve a financial transfer at the request of UBS Bank, brought by Treasurer Tim Brennan, and Tim Atkins seconded the motion. The motion passed unanimously.

The Board discussed upcoming plans for General Assembly 2018 in Kansas City, MO. Co-Moderator Williams and Vice Moderator Denise Rimes, President Frederick-Gray and Chief Operating Officer Carey McDonald described their participation in the September GA planning meetings. Topics included contact with local congregations, holistic safety for attendees, possible support for local organizing, planning for scholarships, ideas for the public witness event, and planning for promoting GA attendance.

Co-Moderator Williams briefly described the planning process for the October meeting and retreat.

Board members offered a quick check-out.

**ADJOURNMENT:** Co-Moderator Williams adjourned the meeting at 9:08 pm.

Respectfully submitted,

/s/ Carey McDonald  
Recording Secretary

### **BOARD OF TRUSTEES SCHEDULE**

- **Meeting: October 2017, Boston, MA**  
Thursday, October 12 - Saturday, October 14, 2017
- **Videoconference Meeting: November 2017**  
Thursday, November 16, 2017  
Meeting URL: <http://zoom.us/j/885571336>

UUA Board of Trustees

September 28, 2017

Meeting ID: 885 571 336

Phone: (646) 558-8656

- **Videoconference Meeting: December 2017**  
Thursday, December 14, 2017  
Meeting URL: <http://zoom.us/j/700936217>  
Meeting ID: 700 936 217  
Phone: (646) 558-8656
- **Meeting: January, 2018, Highlander Center in New Market, TN**  
Friday, January 19 - Saturday, January 20, 2018
- **Videoconference Meeting: February 2018**  
Thursday, February 22, 2018  
Meeting URL: <http://zoom.us/j/760537802>  
Meeting ID: 760 537 802  
Phone: (646) 558-8656
- **Videoconference Meeting: March 2018**  
Thursday, March 22, 2018  
Meeting URL: <http://zoom.us/j/178430852>  
Meeting ID: 178 430 852  
Phone: (646) 558-8656
- **Meeting: April, 2018, Boston, MA**  
Friday, April 20 - Saturday, April 21, 2018
- **Videoconference Meeting: May 2018**  
Thursday, May 24, 2018  
Meeting URL: <http://zoom.us/j/525980325>  
Meeting ID: 525 980 325  
Phone: (646) 558-8656
- **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



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MINUTES

FIFTY-SIXTH GENERAL ASSEMBLY OF THE  
UNITARIAN UNIVERSALIST ASSOCIATION  
HELD IN NEW ORLEANS, LA

The General Assembly was convened on Wednesday, June 21, 2017, at approximately 7:30 p.m., by Moderator Denise Rimes at the Ernest N. Morial Convention Center, New Orleans, LA.

The Assembly adopted, by a vote of two-thirds or more, Rules of Procedure for the conduct of the meeting.

The Assembly received written and, in some cases verbal, reports from the Interim Co-Presidents, the Vice Moderator, the Treasurer, the Financial Advisor, the Secretary, the Board of Trustees, the General Assembly Planning Committee, the UUA Staff, the Commission on Social Witness, the Commission on Appraisal, Black Lives of UU, Beacon Press, the Renewing the Covenant Task Force, the Annual Program Fund, the Journey Toward Wholeness Transformation Committee, the Unitarian Universalist Service Committee, the UU College of Social Justice, and the Unitarian Universalist Women's Federation.

On the basis of an initial report by the Secretary of the Association, a quorum was declared present from the time the meeting was called to order.

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**Action on Bylaw Amendment**

The Assembly passed by a vote of two-thirds or more a proposed amendment to the bylaws so as to read as follows:

**Underlining indicates insertion; brackets indicate deletion.**

**Section C-2.1. Principles.**

The living tradition which we share draws from many sources:

- 23 • Direct experience of that transcending mystery and wonder,
- 24 affirmed in all cultures, which moves us to a renewal of the spirit
- 25 and an openness to the forces which create and uphold life;
- 26 • Words and deeds of prophetic [woman and men] people which challenge
- 27 us to confront powers and structures of evil with justice,
- 28 compassion and the transforming power of love;

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A second motion to dispense with the study commission described in Article 15.1 of the Bylaws with respect to the above proposed bylaw change was passed by the Assembly by a vote of greater than 80%.

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## Vote on Statement of Conscience

The following Statement of Conscience entitled “Escalating Economic Inequity” received a vote of two-thirds or more of the Assembly:

### **Escalating Economic Inequity**

Challenging extreme inequity locally and globally is a moral imperative. As a pragmatic faith we are committed to working to change economic and social systems with a goal of equitable outcomes of life, dignity, and well-being experienced by all. The escalation of income and wealth inequity undergirds many injustices that our faith movement is committed to addressing, including: economic injustice, mass incarceration, migrant injustice, climate change, sexual and gender injustice, and attacks on voting rights.

Since the adoption of the 2000 Statement of Conscience on *Economic Injustice, Poverty, and Racism*, economic inequality has escalated. We have experienced accumulation of debt, decreased support for growth and innovation, and increased concentration of wealth accompanied by wage stagnation for most of our population. In 2013, the average income of the wealthiest 20% of those in the U.S. was 15 times greater than that of the poorest 20% (\$202,600 vs \$13,100). In 2011, the average net assets (wealth) of the wealthiest 20% exceeded \$630,000, while the net assets of the poorest 20% were negative \$6,000. Furthermore, racial and class disparities in income and wealth increased.

The growth of inequity does not happen by accident. It is a direct consequence of the decisions of those people who own and control the nation’s and world’s corporations and resources and their allies in government, who take for themselves the wealth created by the hands and minds of the many and the bounty of our fragile planet. Their actions and policies have led to the decline of labor unions, the increased cost of education and health care, and automation. Unlimited funding of campaigns by wealthy individuals and corporations, lack of access to conventional financial institutions, predatory lending, and flawed tax policies increase inequity and insecurity. In the political realm, corporate personhood and the focus on individualism (rather than the collective good) have also contributed to escalating inequity.

### **Intersectionality**

All forms of oppression or privilege intersect and contribute to inequity and inequality. We are not a homogeneous nation. Social differentiation; where we live, work, and play; and our family systems all determine our access to money and wealth. Our political, social, and economic constructs do not provide an equitable playing field. Because the tax system in the United States is increasingly regressive, billionaires often pay little or nothing, while others pay taxes and are still driven into financial insecurity by

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complexities of bankruptcy, educational debt, medical costs, and a lack of public services.

The 2000 Statement identified systemic racism as a major factor in economic inequality. The current statement also calls out white supremacy and capitalism as key factors. Other oppressions based on identity are deeply embedded in systems of technology, health care, education, judicial and criminal justice, community development, environment, and transportation. A change in one system usually affects other systems. Therefore, improving the economic system requires making changes beyond the finance and business sectors. Increased rates of incarceration have disenfranchised and made less employable large numbers of people, especially people of color. The persecution and lack of protection for the large numbers of undocumented workers, increased automation, and the decline of worker and labor protections put downward pressure on wages for many jobs and encourage exploitation. Within societal systems, gender identity; sex; sexual orientation; race; class; religion; and physical, mental and developmental ability and disability all intersect with issues of economic inequity. These identities shape one's labor market experience, opportunity, and outcome.

Women are especially vulnerable to economic inequity. The gender pay gap has life-long financial effects and contributes directly to increased poverty levels of women of all ages, races, and cultural backgrounds. Lack of access to affordable and effective reproductive health care threatens the economic well-being of women and their families.

Marginalized people including, but not limited to, people of color, LGBTQA+, and gender-diverse people as well as immigrants, refugees and migrant workers are relegated to socially devalued work, and are over-represented in low-wage occupations with limited chances to move up the ladder of opportunity. These issues are compounded by underfunded public schools, increasing costs of higher education, and increasing student debt, which limits purchasing power. People in poverty often cannot get to jobs because of inadequate public transportation services. Even when people of color and other marginalized populations surmount these obstacles, they often still face discriminatory policies and practices.

## **Religious Grounding**

Our Unitarian Universalist faith calls us to respond to economic injustice and advocate for those among us being harmed by inequity. We know that there is enough for everyone's need but not enough for greed. We can create a global beloved community based on inclusive sharing of resources and universal sufficiency. We cannot ignore the harm caused by a system that gives control of wealth and resources to a very small percentage of people while many others, including those who carry out the work of the world, struggle to survive. Our sources, principles, and theologies of our faith compel us to act.

Wisdom from the world's religions inspires us in our ethical and spiritual life. Buddhists acknowledge the poisonous nature of greed. Islam asserts that the principle of justice must be at the core of economic activities. The *Tao Te Ching* states that if people chase

after money and security, their hearts will never unclench. Our Jewish and Christian roots teach that poverty is an unjustifiable burden and that we should love our neighbors as ourselves. Our own Universalist tradition counsels that we should manifest our mutual salvation on the earth by our individual and collective efforts in service of sufficient abundance for all.

We believe that our worth and dignity is inherent in our humanity, not dependent on economic status. We will all live in more abundance when our economy connects human gifts with human needs. People are prioritized over profits when the moral statements inherent in budgets implement Unitarian Universalist values. Money should be a tool to serve the collective good, not an end unto itself or a measure of success.

Words and deeds of prophetic people challenge us to confront powers and structures of evil such as inequity with justice, compassion, and the transforming power of love. We are called to be in solidarity with the most vulnerable, disenfranchised, and oppressed among us. Our prophetic call is to speak out against toxic ideas and falsehoods that divide us and pit us against one another rather than bringing us together in love.

## **A Moral Economic System**

Our principle of justice, equity and compassion in human relations drives us to work for healthier and more equitable economic systems. We strive to build communities where everyone is supported in living healthy, safe, and sustainable lives.

A moral economic system would include:

- Equal pay for equal work and elimination of the racial, ethnic, and gendered wealth gap.
- A major societal investment in communities that have been left out and locked out.
- A guaranteed minimum income for everyone.
- A minimum wage, indexed for inflation that provides a living wage with benefits regardless of disability or ability.
- A tax structure that rewards the creation of good paying jobs and adequately and fairly taxes the wealthy and corporations, including the reconstruction of the inheritance tax.
- Worker protections and rights, a union movement, and worker-friendly trade agreements.
- A growing sector of locally owned businesses and worker-owned cooperatives.
- Wages that honor the work of hands as well as that of minds.
- Universal access to non-predatory lending and affordable banking.
- Financial sector reforms that lower risk and create markets that reward long term investments, research, development, sustainability, and reinvestment in people and communities.
- Investment in innovation, long-term growth, and institutions and businesses that provide good paying jobs and career paths.
- Environmentally sustainable economic practices and policies such as renewable energy.

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- Universal access to affordable quality education at all levels (from preschool through vocational or graduate school) and to job training and retraining plus support in achieving a career path.
- Universal health care and paid sick leave.
- Access to paid family leave and other economic support for those who care for children, the elderly, and people with disabilities.
- An open immigration system that provides equal opportunity and protection for both citizens and non-citizen workers.
- Affordable and equitable housing for all.
- Dismantling the system that forces many to enlist in the military to receive a basic income, healthcare and education.
- Dismantling the prison industrial complex, including reform of laws pertaining to bail, sentencing, incarceration, and civil forfeiture; and implementing systems of restorative justice.

## **Actions**

Unitarian Universalism has a prophetic message about the human capacity to create change and make our world, societies, systems, and communities better. By speaking, acting, and spending in concert with one another and by centering, resourcing, and empowering communities who are most impacted by economic inequities, we can create better and more just economies. Together we can make a difference. Listed below are possible actions that individuals, congregations, state legislative ministries, and the denomination could take.

### As Individuals we can

- Review our personal history and our national history with money, our class backgrounds, and how that shapes our relationships with financial matters.
- Examine our role in the financial system and what we are willing to change.
- Assess how we personally spend money and use our money in support of our values.
- Invest in social impact hubs that fund entrepreneurs representing those parts of society that are economically oppressed or marginalized.
- Seek out and support black-owned and indigenous-owned businesses, as well as businesses owned by other racialized and marginalized groups.
- Recognize and support other enterprises directly benefiting those who are marginalized or oppressed.
- Consider the ecological consequences of every economic decision and whenever possible, buy local and participate in Community Supported Agriculture (CSAs), farmers' markets, and locally owned businesses.
- Spend money compassionately, considering whether items are ethically sourced and employers have ethical labor practices.
- Track, promote, and abide by boycotts and support firms that treat workers, suppliers, and the environment fairly.
- Actively support or participate in unions, union retiree groups, worker centers, and organizing drives.

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- Mobilize ourselves and others to use the ballot box, campaign donations, and letters to the editor, social media, and calls/emails/visits with elected officials to work for a moral economic system.
- Invest in micro-loan projects, crowd-source funding, time banks, and other finance options outside the corporate banking and investment system.
- Engage in ecologically and socially responsible investing and use our power as stockholders to influence company policies.
- Divest from racist systems; invest in communities of color.
- Move accounts from corporate banks to local banks or credit unions.
- Report and avoid businesses that use enslaved labor.

## As Congregations we can

- Engage in continuing study on inequity using materials such as the Commission on Appraisal's 2017 book on Classism.
- Assess the congregation's biases and attitudes toward those from various class and economic backgrounds and then make adjustments as needed to be more welcoming and inclusive.
- Examine the congregation's relationship with money, including how finances drive operations and programs and how money is discussed, disbursed, and secured.
- Create an equitable salary scale and benefit package for the congregation's staff including the minister(s) using the UUA guidelines.
- Determine how transparent the congregation is about money matters.
- Organize advocacy initiatives such as postcards, Twitter storm, flash mobs, petition drives, or other large volume campaigns in support of a moral economic system.
- Keep the congregation's money in socially responsible investment vehicles.
- Divest from racist systems; invest in communities of color.
- Advocate for affordable housing and other community efforts that assist those who are oppressed, marginalized, or disadvantaged.
- Partner with other local faith communities and social justice groups on joint actions for livable wages, affordable housing, disruptions of intact low-income neighborhoods, gentrification projects, etc.
- Actively participate in interfaith and other community organizing efforts for local policy and systemic changes that affect economic inequity.
- Organize or participate in local alternative financial opportunities such as time banks and co-ops.
- Sponsor educational opportunities within the congregation and the community that reveal factors contributing to increased economic inequity as well as potential solutions.
- Advocate for getting money out of politics, ending corporate welfare, reforming corporate governance, changing tax laws to be more equitable, revising bankruptcy laws, and increasing support for public education.

## State Legislative Ministries can

- Include economic inequity as a factor in determining legislative advocacy priorities.

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- Create and publish report cards on state legislators' records on issues impacting the financial well-being of marginalized groups.
- Host bi-partisan forums that bring attention to issues identified as part of a moral economic system.
- Engage in advocacy consistent with a moral economic system: getting money out of politics; ending corporate welfare; reforming corporate governance; reforming bankruptcy laws; reforming the tax code; reforming work place protection to include the LGBTQA+; reforming laws pertaining to bail, sentencing, incarceration, and civil forfeiture; enacting state level universal health care, universal parental leave, and fair wage legislation; and increasing support for public education and job retraining.

## As a Denomination we can

- Offer to all interested Unitarian Universalists an affordable group health insurance plan and advocate for universal health care coverage for all.
- Continue socially responsible investment practices.
- Invest in state legislative ministries and in advocacy at the national level.
- Participate in interfaith coalitions and other social justice groups that work toward achieving a moral economic system.
- Continue to work cooperatively with the Unitarian Universalist Service Committee (UUSC) on projects such as "Behind the Kitchen Door."
- Invest in low income communities.
- Invest in communities and leaders of color, and support reparations.
- Advocate for the various elements of a moral economic system.

As Unitarian Universalists our faith calls us to counter fear with courage and manifest a collective vision of a more just, equitable, and compassionate society.

.....

## **Election Results**

The following individuals were elected in uncontested elections:

Kathy Burek, Sarah Dan Jones, Rev. Manish Mishra & Christina Rivera: Board of Trustees

Karen Hall & Rev. Charlie Ortman: Board of Review

Rev. Meredith Garmon: Commission on Social Witness

David Friedman & Holley Ulbrich: Commission on Appraisal

Debra Gray Boyd, Oshara Meesha, Tuli Patel, and Chelsea Surfus: General Assembly Planning Committee

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Jessica Falconer Rev. Joanna Giannino & Rev Michael Walker: Nominating Committee

The following individual was elected in a contested election:

Susan Frederick-Gray, President

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## **Responsive Resolutions**

The Assembly adopted by a vote of two-thirds or more the following three Responsive Resolutions:

### **MAKING THE “STANDING ON THE SIDE OF LOVE” CAMPAIGN MORE INCLUSIVE**

WHEREAS, the Journey Toward Wholeness Transformation Committee report identifies Unitarian Universalism as a movement has made progress in anti-oppression work but still has work to do;

WHEREAS, part of the work we Unitarian Universalists need to do is make our justice campaign, “Standing on the Side of Love,” more inclusive;

WHEREAS, use of the word “Standing” as default justice language places a high value on the justice work and commitments of able-bodied people, while it makes invisible and excludes the justice work of people with a wide range of disabilities and autistic people;

WHEREAS, Unitarian Universalist principles call for “justice, equity, and compassion in human relations;” and

WHEREAS, our faith calls us to consider the impact of our words, and to take action and engage with ableism in the creation of a Beloved Community.

THEREFORE, BE IT RESOLVED, that the 2017 General Assembly calls upon the leaders of the UUA’s “Standing on the Side of Love” campaign to create a new imagining that better includes and reflects the needs and contributions of disabled people.

### **COMBATTING ESCALATING INEQUALITY**

WHEREAS, Tom Andrews of the UUSC said that he cannot think of a time when UU values were more under attack than they are today;

WHEREAS, Mr. Andrews exhorted us to take vigorous and sustained action to protect and further those values;



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WHEREAS, the delegates of this 2017 General Assembly approved a Statement of Conscience regarding Escalating Economic Inequity; and

WHEREAS, the causes of escalating inequity intersect with the effects of white supremacy.

THEREFORE, BE IT RESOLVED, that the 2017 General Assembly calls on the UUA Board of Trustees and UUA staff to help coordinate, strategize and advise Congregations on how to address effectively these deep-seated cultural issues.

## **APPOINTMENT OF A STUDY COMMISSION TO CONSIDER ADDING AN 8<sup>TH</sup> PRINCIPLE TO ARTICLE II, PRINCIPLES AND PURPOSES, SECTION C-2:1.**

WHEREAS, the Interim Co-Presidents' Report and the Report of the Board of Trustees both address the issues of white supremacy and intersecting forms of oppression; and

WHEREAS, the delegates of the 2017 General Assembly believes that such issues are sufficiently important to be specifically addressed in the UUA Bylaws Principles and Purposes.

THEREFORE, BE IT RESOLVED, that the delegates to the 2017 General Assembly call for the Board to appoint a study commission to discuss adding an 8th Principle that may be as stated below:

“We the member congregations of the Unitarian Universalist Association, covenant to affirm and promote Journeying toward spiritual wholeness by building a diverse, multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.”

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### **Credentials Report**

The final credentials report of the Secretary of the Association, as corrected, was as follows: accredited and attending the 56th General Assembly of the Unitarian Universalist Association were 1657 on-site member delegates, 439 ministerial delegates, 4 credentialed religious educators, 3 associate member delegates, 23 delegates representing the Church of the Larger Fellowship (included in member delegate count), and 238 off-site delegates, for a total of 2341 delegates representing 638 congregations, 50 states, and the District of Columbia. Total on-site registration for the Assembly was 4092 including 320 youth.

Offsite attendance included 238 individuals from 35 states, including 206 member delegates and 32 minister delegates. Thirty-three congregations registered only off-site delegates.

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**Closing**

The Assembly was adjourned *sine die* by Moderator Denise Rimes at approximately 4:30 p.m. on Sunday, June 25, 2017.

Respectfully submitted,

/s/ Sarah Lammert  
Clerk

**Approved General Assembly Budget  
2018**

		<b>Proposed</b>	
		<b>Kansas City</b>	
	<b>INCOME</b>		
<b>Registration</b>			
10-44700-700-00000	Pre-registration	\$ 1,354,359.00	3810
10-44700-700-17000	People's Institute Reg.		
10-44705-700-00000	Onsite registration		
10-44710-700	Off-site delegate registration	\$ 20,000.00	
10-44705-710-70054	Partner registration		
	POC Scholarship Donations		
	<b>Total Registration</b>	<b>\$ 1,374,359.00</b>	
<b>Non-Reg. Income</b>			
10-44715-700	Child Care	\$ 7,500.00	
10-44720-700	Youth Camp	\$ 8,000.00	
10-44730-700	Exhibits	\$ 95,000.00	
10-44735-700	A/V Equipment	\$ 15,000.00	
10-44740-700	Advertising	\$ 15,000.00	
10-44745-700	Conf. Consultation	\$ 10,000.00	
10-44750-700	Royalties	\$ 25,000.00	
10-44995-700	Miscellaneous Income		
	<b>Total Non-Reg. Income</b>	<b>\$ 175,500.00</b>	
	<b>Total GA Income</b>	<b>\$ 1,549,859.00</b>	
	<b>EXPENSES</b>	<b>Proposed 2018</b>	
<b>Association Business</b>			
10-50080-705	Legal Expense	\$ 45,000.00	
10-55010-705	Election	\$ 5,000.00	
10-55015-705	Parliamentarian	\$ 9,000.00	
10-57310-705	UUA Administrative Fee	\$ 50,000.00	
	<b>Sub-Total</b>	<b>\$ 109,000.00</b>	
<b>GA Office</b>			
10-50005-710	Salaries	\$ 272,254.00	
10-50005-710-16917	Agency Salaries		
10-50035-710	Benefits Transfer	\$ 90,000.00	
10-50040-710	Occupancy Allocation		
10-50055-710	Telephone	\$ 2,500.00	
10-50060-710	Printing	\$ 18,000.00	
10-50065-710	Supplies	\$ 6,000.00	
10-50065-710-70054	Service Supplies		
10-50070-710	Postage	\$ 2,000.00	
10-50090-710	Miscellaneous	\$ 1,200.00	
10-50095-710	Bankcard Charges	\$ 40,000.00	
10-50105-710	Memberships	\$ 2,000.00	
10-50535-710	Equipment Purchase	\$ 20,000.00	
	Software Depreciation	\$ 10,405.00	
	<b>Sub-Total</b>	<b>\$ 464,359.00</b>	
<b>Planning Committee</b>		<b>Proposed 2018</b>	
10-50050-720	Travel	\$ 12,000.00	
10-50053-720	Non-staff Travel	\$ 65,000.00	
10-50125-720	Consultants	\$ 3,500.00	
10-50215-720	Scholarships	\$ 50,000.00	
10-50215-720-	POC Scholarships		
10-55195-720	Partner Support		
10-55200-720	Volunteer Committee	\$ 90,000.00	
10-55205-720	Miscellaneous (Site Search)	\$ 1,800.00	
	<b>Sub-Total</b>	<b>\$ 222,300.00</b>	
<b>GA Expense</b>			
10-50050-740	Travel	\$ 15,000.00	
10-50075-740	Advertising	\$ 7,000.00	
10-50085-740	Space Rental	\$ 115,000.00	
10-50090-740	Miscellaneous/ Contingency	\$ 5,000.00	
10-50115-740-70054	Programs (Witness & Svc)	\$ 5,000.00	
10-50240-740	Non-Staff Training (AR/AO)		
10-50530-740	Equipment Rental	\$ 56,500.00	
10-50545-740	Insurance	\$ 6,000.00	
10-54725-740	Shipping/Freight	\$ 6,000.00	

**Approved General Assembly Budget  
2018**

10-55410-740	A/V Rental	\$ 250,000.00	
10-55420-740	Accessibility Services	\$ 28,000.00	
10-55425-740	Carry-over	\$ 1,000.00	
10-55430-740	Environmental St'ship	\$ 45,000.00	
	Carbon Offset	\$ 20,000.00	
10-55435-740	Right Relationship Team	\$ 4,000.00	
	Chaplains	\$ 4,000.00	
10-55445-740	GAPC Sponsored Booths	\$ 1,700.00	
	<b>Sub-Total</b>	<b>\$ 569,200.00</b>	
<b>GA Programs</b>			
10-50115-750	Programs	\$ 20,000.00	
10-50115-720-17000	People's Institute Pre-GA		
10-50205-750	Grants (Young Adult)	\$ 12,000.00	
10-54600-750	Product Development (SE+)	\$ 4,000.00	
10-55100-750	Off-site Delegate Support	\$ 15,000.00	
10-55500-750	Worship & Celebration	\$ 20,000.00	
10-55505-750	Ware Lecture	\$ 20,000.00	
10-55510-750	Music	\$ 10,000.00	
10-55515-750	Dances	\$ 2,000.00	
10-55520-750	Ambiance	\$ 1,000.00	
10-55530-750	Day Camp	\$ 23,000.00	
10-55532-750	Child Care	\$ 20,000.00	
10-55535-750	Youth Caucus	\$ 25,000.00	
10-55542-750	PDG Support	\$ 3,000.00	
10-55552-750	Worship Arts Support	\$ 10,000.00	
	<b>Sub-Total</b>	<b>\$ 185,000.00</b>	
	<b>Total GA Expenses</b>	<b>\$ 1,549,859.00</b>	
	<b>Total GA Income</b>	<b>\$ 1,549,859.00</b>	
	Reserve Balance Sheet		

## General Assembly REGISTRATION FEES

	1995-99	2000-01	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015-2016	2017	2018
Adult Early Bird				190	200													
Adult Full-time Early	195	230	240	240	250	260	280	285	290	300	310	315	320	330	335	350	360	395
Adult Full-time Late	240	275	285	285	295	305	325	330	335	345	355	360	365	380	385	405	415	450
Adult Weekend Early	130	160	170	170														
Adult Weekend Late	155	190	200	200														
Adult One day Early	65	80	90	90	85	90	95	100	105	110	125	130	130	130	130	135	140	150
Adult One day Late	80	100	110	110	100	105	110	115	120	125	140	145	145	150	150	150	160	170
Reduced Early Bird				105	115													
Reduced Full-time Early	100	120	130	130	140	145	155	160	165	175	185	190	190	190	195	205	215	225
Reduced Full-time Late	145	145	155	155	165	170	180	185	190	200	210	215	220	225	230	235	245	260
Reduced Weekend Early	65	80	90	90														
Reduced Weekend Late	90	100	110	110														
Reduced One day Early	35	45	55	55	50	55	55	60	65	70	75	80	80	80	80	85	90	95
Reduced One day Late	45	55	65	65	60	65	65	70	75	80	85	90	90	95	95	100	105	110
Off-site Delegate Early												50	100	125	125	135	140	150
Off-site Delegate Late														150	150	160	165	175

**Reduced rates** are offered to: Youth (ages 14-20), UUA Aspirant & Candidate Ministers, Retired Ministers & Spouses, Surviving Spouses of Ministers, and Commercial Exhibitors.

**Early Bird** Registration: October 1 – November 15, **Early** Registration: March 1 – April 30, **Late** Registration: May 1 – June 30

[illegible]

From 2003 on, volunteer registration is the same as Full-time Adult registration and is paid by the Planning Committee budget.

## CHILDREN'S PROGRAMS

	1996	1997-99	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009-2012	2013-2017	2018
<b>Child Care</b>	Age 0-6	Age 0-6	Age 0-6	Age 0-5	Age 0-5	Age 0-5	6mos-5	6mos-5	6mos-5	6mos-5	6mos-5	6mos-5	6mos-5	6mos-5
Pre-GA one day	10	10	15	15	20	35	35	35	85	25	25	30	35	55
Pre-GA two days	20	30	40	40	60	60	60	60	170	50	50			
Weekend (no discount)	65	65	80	80										
Full-time	<b>110</b>	<b>110</b>	<b>130</b>	<b>130</b>	<b>140</b>	<b>165</b>	<b>165</b>	<b>170</b>	<b>340</b>	<b>100</b>	<b>100</b>	<b>120</b>	<b>140</b>	<b>220</b>
Volunteer discount	-35	-35	-40	-40	-40	-50	-50	-50	-100	-25	-25	-30	-30	-30
Late Fee	30	30	30	30	30	50	50	50	100	25	25	50	50	50
<b>Day Camp</b>				Age 6-10	Age 6-10	Age 6-10	Age 6-10	Age 6-10	Age 6-10	Age 6-10	Age 6-10	Age 6-10		
Pre-GA one day				15	20	35	35	35	85	25	25	30	35	55
Pre-GA two days				40	60	60	60	60	170	50	50			
Full Time				<b>130</b>	<b>140</b>	<b>165</b>	<b>165</b>	<b>210</b>	<b>400</b>	<b>100</b>	<b>100</b>	<b>120</b>	<b>140</b>	<b>220</b>
Volunteer discount				-40	-40	-50	-50	-50	-25	-25	-25	-30	-30	-30
Late Fee				30	30	50	50	50	100	25	25	50	50	50

	1993-95	1996-99	2000-	2001	2002	2003	2004-2005	2006	2007	2006-11
<b>Young Fun</b>	Age 6-14	Age 6-14	Age 6-14	Age 8-14	Age 8-14	Age 8-14	Age 8-14	Age 8-14	Age 8-14	Age 8-14
<b>Full-time (1st child in family)</b>	<b>280</b>	<b>300</b>	<b>360</b>	<b>360</b>	<b>380</b>	<b>380</b>	<b>390</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Full-time (additional children)</b>		<b>200</b>	<b>240</b>	<b>240</b>	<b>260</b>	<b>260</b>	<b>270</b>	<b>450</b>	<b>450</b>	<b>450</b>
<b>Weekend (1st child in family)</b>	150	165	200	200	220					
<b>Weekend (additional children)</b>		110	130	130	150					
<b>Volunteer Discount (1st child in family)</b>	-55	-60	-70	-70	-70	-50	-50	-100	-100	-100
<b>Volunteer Discount (additional children)</b>		-40	-50	-50	-50	-50	-50	-100	-100	-100

## ADVERTISING

	1992- 93	1994	1995-96	1997-2001	2002-03	2004	2005	2006 - 12	2013-2018
Full Page	300	315	325	350	375	400	400	475	500
Half Page	180	190	200	225	250	275	275	350	350
Quarter Page	100	105	110	125	150	175	175	250	275
Eighth Page	NA		65	70	85	110	110	185	NA

## EXHIBITS

Booth Size	2000*-01 UUA Affiliated	2000*-01 Non-Affiliated	2002-03 UUA Affiliated	2002-03 Non-Affiliated	2004** UUA Affiliated	2004** Non-Affiliated	2005 UUA Affiliated	2005 Non-Affiliated	2006 - 2008 UUA Affiliated	2006 - 2008 Non-Affiliated	2009 UUA Affiliated	2009 Non-Affiliated	2010-2013	2014	2015	2016-2018
10' x 10'	150	300	250	350	350	450	350	450	500	850	600	850	850	850	850	750
10' x 20'	240	480	400	560	500	660	500	660	650	1000	750	1000	1000	1200	1300	1500
10' x 20' end cap			450	610	550	710	550	710	700	1050	800	NA	NA	NA	NA	NA
10' x 30'	360	600	550	710	650	810	650	810	800	1150	900	1150	1150	NA	NA	2250
20' x 20'	480	720	700	860	800	960	800	960	950	1300	1050	1300	1300	1400	1900	3000
20' x 30'	600	840	850	1010	950	1110	950	1110	1100	1450	1200	1450	1450	NA	NA	4500
20' x 40'	720	960	1000	1160	1100	1260	1100	1260	1250	1600	1350	1600	1600	1600	NA	6000
20' x 50'	840	1080	1150	1310	1250	1410	1250	1410	1400	1750	1500	1750	1750	NA	NA	NA
20' x 60'			1300		1400		1400		1550	2000	1650	2000	2000	NA	NA	NA
40 x 40													2300	2400	NA	NA
Table (ea.)	30	30	40 - 50	40 - 50	50	50	50	50								

\*In 2000 the basic booth size was 8 x 10;

\*\* Beginning in 2004, exhibits included one table and two chairs

To: Tim Brennan, Treasurer  
From: Jan Sneegas, Director, GACS  
Re: 2018 Proposed Budget and Fees  
(Revised by the Planning Committee, September, 2017)

### **Budget**

The revised 2018 budget proposed by the Planning Committee strives to return to a sustainable model in Kansas City, after making a financial stretch in 2017 to support the racial justice centered General Assembly in New Orleans.

- Funds from the UUA to support the Office of Conference Services in providing meeting planning services to UUA staff is \$10,000, the same as it has been since FY 2015 (line-item 10-44745-700 Conference Consultation). The GACS office is currently providing support to Mosaic Makers (Oct, 2017), the President's Council 2017 and 2018 meetings, the UUUNO Spring Seminar (April, 2018) and the Interfaith World Congress with IARF (2018).
- The Royalties line item 10-44750-700 represents the \$5.00 per actualized room night rebate the Kansas City hotels are paying to help offset the costs of the convention center.
- The scholarship line item (10-50215-720) is \$50,000 which is the largest amount ever granted by the Planning Committee, and double the amount of scholarships funded by the PC in 2017.
- As our production sophistication increases in the General Session, so do our AV costs. Our total AV budget to support General Session and workshops is projected to be \$250,000 in 2018.
- In this budget, the Planning Committee's continuing support for environmental justice is demonstrated through carbon emissions of all registrants being offset (as they have been for the past three years) through our partnership with CarbonFund (\$20,000 of the Environmental Stewardship line item).
- The budgetary request of Youth Caucus was once again honored in full (\$25,000).
- The budgetary request of Young Adults was also honored in full (\$12,000). \$6000 of this amount is to support the Thrive initiatives of the Youth and Young Adult office . for the second year. This amount supports increasing the staff at General Assembly supporting Youth and Young Adults of color from one to two people.

### **Fees**

Registration. **The Planning Committee recommends an increase in registration fees of \$35 for full-time registration bringing this rate for GA 2018 to \$395.** This allows



for the additional scholarship money and brings the budget into more sustainable alignment of expenses and income. Please see attached table for all adjusted registration fees.

The child care program is heavily subsidized. In 2017, the child care program had 44 children from 29 families. These families contributed \$35 per child, per day in fees. The UUA subsidized each child \$415. Forty-six (46) children from 32 families participated in the middle school day camp. Families contributed \$35 per child, per day in fees. The UUA subsidized each child \$536. **The Planning Committee recommends an increase in child care fees from \$35 to \$55 per child per day.**

**There were no increases proposed for advertising or exhibits for 2018.**

<b>COMMISSION ON INSTITUTIONAL CHANGE</b>		
<b>BUDGET</b>		
	<b>Year 1</b>	<b>Year 2</b>
Meetings	18,600	18,600
Convenings	40,000	-
Technology	10,000	
Consulting	80,000	80,000
Staffing	20,000	20,000
Stipends	40,000	40,000
Materials	<u>20,000</u>	<u>20,000</u>
Subtotal	228,600	178,600
Contingency 20%	<u>45,720</u>	<u>35,720</u>
Total	<u>274,320</u>	<u>214,320</u>
Total for 2 years		<u>488,640</u>

## **BUDGET FOR COMMISSION ON INSTITUTIONAL CHANGE**

### **Background**

The Board of Trustees created the charge for the Commission on Institutional Change on April 6, 2017. The UUA staff has worked with chair Leslie Takahashi to develop a budget of \$488,640 for the Commission's work extending over two fiscal years (included in the board packet). This spending is over and above the budget passed by the Board at the April 2017 meeting and thus needs Board approval and a source of funding. The Administration proposes that the initial expenses of the Commission be funded with unspent unrestricted bequest gifts. Under the Board's policy, unrestricted bequest gifts may only be spent up to the limit set in the budget. Gifts in excess of the budgeted amount are held in board-restricted reserves and can be spent only with Board approval. A plan for funding the work of the Commission beyond this initial funding will be prepared by the Administration with the submission of the fiscal year 2019 budget in April 2018.

**MOVED:** To approve the budget for the Commission on Institutional Change as submitted to the board, and further to approve funding the initial expenses with up to \$250,000 in unspent unrestricted bequest gifts held in reserve.

## Request for Approval of Increase to IT Budget

The board's policies require board approval for any expenditure not included in the budget that is in excess of \$50,000. Since the adoption of the FY 2018 budget, staff has conducted research and developed a plan for a new database. We believe this is essential for our work. Currently, the IT staff has identified over 100 separate databases in the organization. Consolidating and coordinating these databases would improve effectiveness and reduce long-term costs. Stewardship and Development would continue to use Raiser's Edge software. We recommend that the UUA move forward in the development of a new database. The estimated cost is approximately \$150,000 (see budget below). The cost would be capitalized and amortized over 5 years in accordance with generally accepted accounting principles. With an amortization period of five years, the annual expense would be \$30,000, significantly less than the \$50,000 limit. Nevertheless we wanted the board to be fully aware of this commitment and have the opportunity to vote its approval.

MOVED: That the Board of Trustees approve an addition to the fiscal 2018 and 2019 capital budgets of \$150,000 for the purpose of developing a new database to serve all UUA staff groups.

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<b>Capital Costs</b>	
Staff programmer for 18 months salary and benefits	\$100,000
Vendor services	\$50,000
<b>Total Capital</b>	<b>\$150,000</b>

<b>Operating Costs</b>	
Depreciation (per year)	\$30,000
Software to Sync with Raiser's Edge	\$10,000
Database Platform Subscription	\$15,000
<b>Total Annual</b>	<b>\$55,000</b>

	C	D	E	F	G	H
2	<b>Unitarian Universalist Association</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY18</b>	<b>Percent</b>
3	<b>Budget Overview</b>	<b>Results</b>	<b>Results</b>	<b>Budget</b>	<b>1Q18 Fcst</b>	<b>Inc/(Dec)</b>
4	<b>Current Operations</b>					<b>F to G</b>
5						
6	\$ in Thousands					
7	<b>Income:</b>					
8	<b>Income for General Support</b>					
9	Annual Program Fund	6,538	6,376	6,750	6,750	0.0%
10	Annual Program Fund - Regional	468	1,559	1,636	1,636	0.0%
11	Unrestricted Gifts	957	1,169	1,435	1,145	-20.2%
12	Leadership Annual Giving	0	40	500	500	0.0%
13	Bequest Income	445	500	500	500	0.0%
14	Administrative Fees	2,216	2,416	2,206	2,278	3.2%
15	Investment Income	3,148	2,971	2,772	2,772	0.0%
16	Publications Income	1,173	1,228	1,455	1,455	0.0%
17	Net Lease Income	953	978	1,005	1,013	0.8%
18	Other Current Fund Income	573	460	485	480	-1.0%
19	Total Income for General Support	16,471	17,697	18,744	18,528	-1.2%
20						
21	<b>Income for Designated Purposes</b>					
22	Campaign Income	1,507	1,931	1,134	1,145	0.9%
23	UUCSR Veatch Grants	2,372	2,465	2,589	2,592	0.1%
24	Grants and Scholarships	1,006	979	890	890	0.0%
25	Ministerial Aid Funds	522	522	455	455	0.0%
26	Holdeen and International Trusts	1,469	1,343	1,272	1,432	12.6%
27	Income for Other Purposes	1,689	2,292	2,071	2,713	31.0%
28	Total Inc for Designated Purposes	8,564	9,532	8,411	9,226	9.7%
29	<b>Total Income</b>	<b>25,035</b>	<b>27,229</b>	<b>27,155</b>	<b>27,754</b>	<b>2.2%</b>
30						
31	<b>Expenses:</b>					
32	<b>Board &amp; Volunteer Leadership</b>	<b>467</b>	<b>482</b>	<b>451</b>	<b>456</b>	<b>1.1%</b>
33						
34	<b>Programs:</b>					
35	Program and Strategy Office	815	582	565	10	-98.2%
36	Multicultural Growth and Witness	1,309	1,071	1,130	1,197	5.9%
37	International Programs	1,936	1,451	1,317	1,494	13.4%
38	Congregational Life	3,450	5,474	5,395	5,373	-0.4%
39	Ministries and Faith Development	4,877	4,965	4,826	5,021	4.0%
40	UU Funding Program	1,405	1,392	1,374	1,377	0.2%
41	Crisis Relief & Misc. Programs	158	440	58	556	853.3%
42	Communications	2,660	2,672	2,860	2,939	2.8%
43						
44	<b>Total Programs</b>	<b>16,611</b>	<b>18,047</b>	<b>17,525</b>	<b>17,966</b>	<b>2.5%</b>
45						
46	<b>Administration</b>	<b>1,358</b>	<b>1,962</b>	<b>1,469</b>	<b>1,545</b>	<b>5.2%</b>
47	<b>Contingency/Salary Increase</b>	<b>0</b>	<b>0</b>	<b>554</b>	<b>544</b>	<b>-1.8%</b>
48						
49	<b>Infrastructure</b>					
50	Stewardship and Development	1,867	2,019	2,351	2,365	0.6%
51	Information Technology Services	1,441	1,463	1,582	1,578	-0.2%
52	Internal Services	2,883	2,903	3,672	3,695	0.6%
53	<b>Total Infrastructure</b>	<b>6,191</b>	<b>6,384</b>	<b>7,606</b>	<b>7,638</b>	<b>0.4%</b>
54						
55	<b>Total Expenses</b>	<b>24,628</b>	<b>26,875</b>	<b>27,605</b>	<b>28,150</b>	<b>2.0%</b>
56						
57	<b>Depreciation Spending</b>	<b>0</b>	<b>0</b>	<b>450</b>	<b>450</b>	
58						
59	<b>Current Section Excess/(Deficit)</b>	<b>407</b>	<b>354</b>	<b>0</b>	<b>54</b>	

	D	E	F	G	H	I
1	Unitarian Universalist Association	FY16	FY17	FY18	FY18	Percent
2	Forecast Summary	Results	Results	Budget	1Q18 Fcst	Inc/(Dec)
3	Current Operations Expenses					G to H
4						
5	\$ in Thousands					
6	Income:					
7	Income for UUA General Support					
8	Annual Program Fund	6,538	6,376	6,750	6,750	0.0%
9	Annual Program Fund - Regional	468	1,559	1,636	1,636	0.0%
10	Unrestricted Gifts	957	1,169	1,435	1,145	-20.2%
11	Leadership Annual Giving	0	40	500	500	0.0%
12	Bequest Income	445	500	500	500	0.0%
13	Administrative Fees	2,216	2,416	2,206	2,278	3.2%
14	Endowment Income	3,148	2,971	2,772	2,772	0.0%
15	Publications Income	1,173	1,228	1,455	1,455	0.0%
16	Net Lease Income	953	978	1,005	1,013	0.8%
17	Other Current Income	573	460	485	480	-1.0%
18		16,471	17,697	18,744	18,528	-1.1%
19	Income for Designated Purposes					
20	Campaign Income	1,507	1,931	1,134	1,145	0.9%
21	Veatch Grants	2,372	2,465	2,589	2,592	0.1%
22	Grants and Scholarships	1,006	979	890	890	0.0%
23	Ministerial Aid Funds	522	522	455	455	0.0%
24	Holdeen & International Trusts	1,469	1,343	1,272	1,432	12.6%
25	Income for Other Purposes	1,689	2,292	2,071	2,713	31.0%
26		8,564	9,532	8,411	9,226	9.7%
27	Total Income	25,035	27,229	27,155	27,754	2.2%
28						
29	Board & Volunteer Leadership					
30	Board of Trustees	183	185	187	187	0.0%
31	Board Committees	85	83	76	76	0.0%
32	Board Task Forces	4	3	1	2	0.0%
33	Moderator	23	26	20	25	25.0%
34	Nominating Committee	16	28	19	19	0.0%
35	Commission on Appraisal	21	20	18	18	0.0%
36	Ministerial Fellowship Committee	114	108	103	103	0.0%
37	Commission on Social Witness	21	28	27	27	0.0%
38	Total Board & Volunteer Leadership	467	482	451	456	1.1%
39						
40	Programs:					
41	Program Strategy Office (former Growth Strategies)	815	582	565	10	-98.2%
42						
43	Multicultural Growth and Witness	1,309	1,071	1,130	1,197	5.9%
44						
45	International Office	219	198	206	228	10.5%
46	Holdeen International Partners	165	150	100	157	57.2%
47	Holdeen India Program	1,239	826	734	818	11.4%
48	UU-UNO	314	277	277	291	5.1%
49	Total International	1,936	1,451	1,317	1,494	13.4%
50						
51	Congregational Life					
52	Congregational Life	2,267	1,523	1,408	1,415	0.4%
53	Southern Region	1,118	1,080	1,147	1,182	3.1%
54	New England Region	0	1,188	1,128	1,047	-7.2%
55	Central East Region	0	1,623	1,638	1,687	2.9%
56	Office of Congregational Stewardship Services	66	59	74	42	-42.9%
57	Total Congregational Life	3,450	5,474	5,396	5,373	-0.4%
58						
59	Ministries and Faith Development					
60	Resource Development Director	146	159	143	199	38.9%
61	Resource Development Office	454	486	539	555	3.1%
62	Youth and Young Adult Ministries	580	633	630	654	3.8%
63	Director of Ministries and Faith Development	426	487	428	436	1.9%
64	Director of RE Credentialing	98	18	0	0	0.0%
65	Director of Ministerial Credentialing	193	189	190	192	1.2%
66	Director of Transitions	339	315	322	327	1.5%

	D	E	F	G	H	I
1	<b>Unitarian Universalist Association</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY18</b>	<b>Percent</b>
2	<b>Forecast Summary</b>	<b>Results</b>	<b>Results</b>	<b>Budget</b>	<b>1Q18 Fcst</b>	<b>Inc/(Dec)</b>
3	<b>Current Operations Expenses</b>					<b>G to H</b>
67	Office of Church Staff Finances	580	648	697	729	4.6%
68	Office of UUA Health Plan	244	242	217	220	1.2%
69	Director of Professional Development	208	222	218	219	0.6%
70	Worship Arts	0	0	0	48	100.0%
71	Scholarships and Ministerial Ed Grants	334	334	309	309	0.0%
72	Continuing Education	65	45	79	79	0.0%
73	Aid Funds	589	593	520	520	0.0%
74	Panel on Theological Education	621	596	533	533	0.0%
75	<b>Total Ministries and Faith Development</b>	4,877	4,965	4,826	5,021	4.0%
76						
77	UU Funding Program	1,405	1,392	1,374	1,377	0.2%
78	Crisis Relief & Misc. Programs	158	440	58	556	853.3%
79						
80	<b>Communications</b>					
81	IPW Office	368	358	396	458	15.8%
82	Periodicals Office	917	923	967	974	0.7%
83	Publications Administration	559	570	590	596	1.0%
84	UUA Bookstore	815	821	907	910	0.3%
85	<b>Total Communications</b>	2,660	2,672	2,861	2,939	2.7%
86						
87	<b>Total Programs</b>	16,611	18,047	17,526	17,966	2.5%
88						
89	<b>Administration</b>					
90	Office of the President	526	797	568	489	-13.9%
91	Office of the Executive Vice President	407	615	388	530	36.6%
92	Contingency Expense	0	0	383	383	0.0%
93	Salary Increase	0	0	171	171	0.0%
94	Human Resources	426	550	513	516	0.7%
95	<b>Total Administration</b>	1,358	1,962	2,022	2,089	3.3%
96						
97	<b>Infrastructure:</b>					
98	<b>Stewardship and Development</b>					
99	Vice President, Development	48	280	510	524	2.9%
100	APF Campaign	290	345	429	452	5.5%
101	Friends Campaign	289	287	416	392	-5.7%
102	Charitable Gift and Estate Planning	155	227	383	386	0.8%
103	Comprehensive Campaign	1,085	879	613	610	-0.5%
104	<b>Total Stewardship and Development</b>	1,867	2,019	2,350	2,365	0.6%
105						
106	<b>Information Technology Services</b>	1,441	1,463	1,582	1,578	-0.2%
107						
108	<b>Internal Services:</b>					
109	<b>Finance</b>					
110	Treasurer and Vice President of Finance	367	398	394	398	0.9%
111	Financial Services	662	704	757	766	1.3%
112	<b>Total Finance</b>	1,029	1,102	1,151	1,164	1.2%
113						
114	<b>Facilities</b>					
115	24 Farnworth Street	1,854	1,801	2,521	2,531	0.4%
116	<b>Total Operations Services</b>	1,854	1,801	2,521	2,531	0.4%
117						
118	<b>Total Internal Services</b>	2,883	2,903	3,672	3,695	0.6%
119						
120	<b>Total Infrastructure</b>	6,191	6,385	7,605	7,638	0.4%
121	<b>Total Expenses</b>	24,628	26,875	27,605	28,150	2.0%
122						
123	<b>Depreciation Spending</b>	0	0	450	450	
124						
125	<b>Current Section Excess/(Deficit)</b>	407	354	0	54	

## October 2017 Co-Moderator Report

It is an honor to serve as co-moderators and we offer this report as a summary of what we have been doing and how we are approaching our work. Now in our third month of co-moderating, we have established some routines that are helping us to stay connected with each other and our work. In general we video-conference together twice a week and are in regular email and text communication between meetings. With rare exception, we include our co-moderator on all correspondence.

Since becoming co-moderators we have been averaging five or more meetings each week, two between the two of us and the other three with a variety of partners in our work. These partners include bi-monthly meetings with the UUA President and COO, as well as as-needed meetings with other partners such as the co-chairs of the Moderator Selection Committee, chair of the Committee on Institutional Change, working groups of this board, and others as requested.

Both co-moderators are finding that on average we each spend 10-15 hours/week doing the work of co-moderator. Some weeks, such as the week the GA Planning Committee met, Elandria spent 55 hours on board work. We name this knowing that other board members are likewise spending hours each week doing the work of our board and we are grateful for each and every person's contribution to this work! Our hope is that we might bring renewed transparency to the amount of time board members graciously give to our faith.

### Board Meetings

To help our work flow and (hopefully) offer clear leadership, we have chosen to alternate taking the lead on our board meetings. Because Elandria has served on the board previously and Barb underwent surgery at the beginning of September, Elandria graciously offered to take the lead on organizing and facilitating our September video meeting and our October board retreat. Barb is taking the lead on facilitating/organizing our January in-person meeting and will begin alternating with Elandria to facilitate our monthly video meetings.

### Administration and Board

Along with Vice-Chair Denise Rimes, we have twice met with President Susan Fredrick-Gray and Chief Operating Officer Carey McDonald. The focus of these meetings is to build and maintain a healthy relationship among the UUA and Board leadership wings. The topics discussed include (but are not limited to) our shared vision for how we might work together, our hopes, fears, and dreams for Unitarian Universalism, finances, interpreting policies, and clarifying our understandings of the role board members and staff hold.



## October 2017 Co-Moderator Report

### General Assembly Planning Meetings

The September General Assembly Planning Meetings were held from September 11-16th at the UUA headquarters in Boston. One of the co-moderators and the vice-moderator attended the meetings. Below is the Moderator report from the meetings.

#### GAMAP Meeting

This meeting otherwise known as the **General Assembly Mission of the Association Partnership** is attended by the UUA staff, Board, and the GA Planning Committee. The meeting focused on evaluating GA 2017, developing a theme for GA 2018 and discussing some of the critical aspects of the program and GA overall. This included talking about the NAACP travel advisory and steps that had been taken, BLUU collaborating with the UUA on Public Witness, brainstorming possible Ware lecturers and special speakers, scholarships for 2018 and beyond, and having a conversation about GA 2019 and beyond.

#### GA 2018 Theme: All Are Called

There will be more networking space in the agenda

There will be a safety team this general assembly to support the safety of our attendees (in the vein of community controlled safety, abolition and restorative practices) with the hope to have them continue in the future. We are going to add some additional volunteers specifically for this role and also want others to help as well.

#### GA Grid Meeting

**The Grid meeting** serves as a tactical planning meeting to lay out the primary elements of GA, including worship, celebrations, witness, business of the Association (general sessions), workshops, and entertainment. Participants are similar to those in the GAMAP meeting.

#### Overall GA Grid Highlights

There was a desire to have less programming overall so that there is more flex time and groups that end up having meetings late at night and early in the morning can try and fit them in. The other decision around time was to have less later night programming and that we wouldn't start general sessions until 9 am since half of the people weren't there to vote.

## October 2017 Co-Moderator Report

### General Session

We have 15 hours overall for the Business Sessions and discussion which includes time that we are co-hosting with the Commission on Institutional Change to get at some of the deeper conversations needed.

Thursday 9:15-12:15

Friday 9:00-10:45 and 1:30-3:30

Saturday 9:00-12:15

Sunday 11:00-12:15 and 1:30-4:00

An email that was sent to the broader Grid Meeting will be forwarded to get a sense of some of the thinking around General Session this GA, which includes shorter reporting time and a different way of doing process observations.

### GA PC Meeting

**The GAPC Planning Committee meeting** brings together the members of the Planning Committee, the Director for GA, Board co-moderators and liaison, and directors of various elements of GA (worship, program development, music, youth, etc.)

This was a multi-day meeting and I am just going to lift up some of the highlights.

- Elandria and Denise did a moderator and board talk a couple of times in large part because Elandria left the face to face part of the meeting early and joined a good part of it by Zoom. We talked some about our hopes for the year, where we were at as a board, the purpose of our October meeting and they also asked why Elandria wanted to be one of the co-moderators and hopes in that regard.
- The GA PC shared some non-negotiables around budget which we heard loud and clear which all seem extremely important frankly. Like hearing loop, children's programming, middle school camp, carbon offsetting, all of the environmental pieces we do, and wanting GA to be an accessible anti-racist assembly and needing support around it.
- We agreed to not mess with the budget because they work hard to bring us a balanced budget and due to both Kansas City and Spokane as potential assemblies in which we could lose money we acknowledged the need to keep the reserve as it is.
- Another agreement was to actually send a letter from the board and the planning committee acknowledging the lower scholarship money amount this year and explaining how we got to the high amount last year so that attendees will not get mad at the planning committee and blame them.

## October 2017 Co-Moderator Report

- There will be additional volunteers to form a safety team at General Assembly this year and in the future we hope and we as board members will talk about what our role is in this.
- There was a request for the Board to think about office hours, swag, all getting on stage at different times during GA and other identifiable ways that people know who the board is.
- Another agreement that was made was that Barb and/or Elandria would be at the GA Planning Committee meetings both on the phone and face to face. If we couldn't be there in person we would try and be there by Zoom but it is really important for us to be on the same page and GA is a priority.

### Commission on Institutional Change

The moderators have had two meetings with the Commission on Institutional Change and a part of Friday's October Board meeting will be working with the Commission on the Board's role in this work. We will also be talking about how the Board can support the commission and what our agreements around this are. We also hold that the Board is one of the structures and groups that the Commission will be examining and making recommendations around.

### Other Committees

The co-moderators have met with the Commission on Social Witness, the GA Planning Committee, Journey Toward Wholeness Committee, Ministerial Fellowship Committee, the Nominating Committee, the Presidential Search Committee, and the Moderator Search Committee.

We met with the committees for clarification around charge, how we can be in relationship, and offering support when asked for particular needs. Many of those can be found in the board meeting notes from the September meeting.

We also worked with the Committees Board Working Group to develop a survey to send to the committees of the board and we thank them for their participation. It is a great help and we want to have positive strong relationships with all of the committees and people that make up our incredible institution and faith.

### Upcoming Dates and Meetings

LREDA fall con (11/3-6 in Denver, CO)  
November Board Call (11/16)

December Board Call (12/14)  
January Board Meeting (1/18-20 at  
Highlander and Knoxville, TN)

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
9/25/2017 17:40:41	kgj419@gmail.com	Kimberly Johnson	Appointments Committee	to recruit volunteers for UUA Board appointed committees. To recruit replacements for UUA elected committee positions (appointed by the Board)	? The Board?
9/25/2017 19:20:35	johnsonbl@usa.net	Barbara Johnson	Employee Benefits Trust, Board of Trustees	Operating a self-funded health insurance plan for the staffs of Unitarian Universalist (UU) congregations, the UUA headquarters and field staffs, plus other eligible persons.	UUA Board of Trustees
9/25/2017 19:44:11	xolani.kacela@gmail.com	xolani kacela	Commission of Appraisal	To study the association and report every 4 years.	The general assembly delegates; the board.
9/26/2017 9:44:33	stewart.david.w@gmail.com	David Stewart	Socially Responsible Investment Committee	To advise, act on, and report on the socially responsible aspects of the UU Common Endowment Fund	Charter by the Board of Trustees
9/26/2017 9:57:42	josephmcherry@gmail.com	Joe Cherry	UUA Nominating Committee	The democratic population of denominational committees in partnership with Appt.	By Laws

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
Yes	There are vacancies in my group.	we have one vacancy	my committee supports the Board	we sometimes lose track of the range of vacancies - upcoming vacancies. It would be helpful to have some conversations (probably with Board & Nominating Committee) about long-term leadership development across committees. [instead of always responding to immediates short term needs of individual committees]	We would like to do some work around de-centering whiteness/uprooting white supremacy in our recruitment (considering how white supremacy may be showing up in our assumptions while recruiting and in stated qualifications for committees.)
Yes	My group is at full strength.	Current experience, preferably at a senior level, in health insurance policy or health plan administration as a financial, human resources, and or medical professional, that will contribute to an informed background. Relevant pharmacy benefit background preferred.	I serve as Chair to the Benefits Trust Board, subject to terms and conditions determined by the UUA Board	Not at this time. The Board was helpful recently in clarifying our membership parameters.	We are well-supported by UUA staff in Benefits Administration and Human Resources and by the Office of Church Staff Finance.
Yes	There are vacancies in my group.	Youth, economic class, and geographic diversity	Collegial, respectful, and open.	Not at the moment.	Not at the moment.
Yes	My group is at full strength.	I am in my last year and we are planning for my turnover by bringing names forward.	Because we have a Board representative on our committee, we mostly have a relationship via the Financial Adviser. We have rare interactions with the Board, one in my 8 year tenure.	We are in the process of preparing a report for the Board, so any needs will be more fully articulated at that time. They have not been specified at this time.	We have generous support from Tim Brennan and Susan Helbert
Yes	There are vacancies in my group.	1 person	Appropriately well working.	New Volunteer applications. Help with our mission of leadership development.	Stephanie and Brent are awesome.

### UUA COMMITTEE SURVEY RESPONSES 10/4/2017

<p>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</p>	<p>Is there anything else that you would like the Board to know? If so, please be specific.</p>
-	-
Not at this time.	I feel that our relations and communication with the Board are strong at the present time.
None at the moment.	We like to keep lines of communication open and free flowing.
<p>CSRI will be addressing this via a report to the Board in the near future. CSRI and IC are trying to further integrate their work and will address relevant issues in the Bylaws and other documents in the report.</p>	<p>CSRI is in a transitional period as we tighten the integration of SRI practices into the Investment Committee that runs the UUCEF. We will be providing the Board, likely via the Financial Advisor, a report on our current versus recommended practices that would require Board intervention to bring into line with our recommended practices in the relatively near future.</p>
Quite possibly	We feel supported as a Committee

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
9/26/2017 19:47:55	ila.gapc@gmail.com	Ila Klion	General Assembly Planning Committee	To ensure that there is a General Assembly, that there is a location and the means to do the business of the Association, and that the General Assembly Congregation have the opportunity to attend transformative or meaningful quality worship and programming.	The bylaws and my history on the committee
9/27/2017 13:12:30	susangoekler@gmail.com	Susan Goekler	Commission on Social Witness	to discern and craft a vision for the Association on pressing social issues as a reflection of the values of our faith and the voices from our congregations	CSW mission statement. Specific tasks and duties in UUA Bylaws
9/28/2017 9:30:52	minister@durangouu.org	Katie Kandarian-Morris	Fund for UU Social Responsibility	Make grants to projects that increase UU involvement in social responsibility	UU Funding Program
9/29/2017 11:29:38	Lwagner@uumassaction.org	Laura Wagner	UUFP, Fund for Just Society	To work with the funding panel team and make grant awards for applicants to the UUFP fund, Fund for a Just Society	The UUFP

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
Yes	There are vacancies in my group.	Our size is probably at its optimum (6), however we currently lack diversity because we only have members that self-identify as women.	Has had many rocky times but is getting better.	I'm uncomfortable limiting the answer to this question to writing.	The GACS staff supports us well. The administration and Congregational Life staff could help advertise and support the event so help raise the number of folks in attendance.
Yes	There are vacancies in my group.	We have one appointed vacancy and one elected vacancy that requires an appointment until election can occur	We have been in conversation	Bylaws revisions, appointments	A UU-wide calendar that is prominent on website with deadlines for submission opportunities -- for CSW, for GA, for Board agenda, for congregational poll, etc.
Yes	My group is at full strength.	at the end of the year 2 people will rotate off	connected through staff and board convener	not that I am aware of	our staff connection (from UU Funding Program) is fully supportive
Yes	My group is at full strength.	This process is managed by UUFP staff	Our group does not interact with the board. The program is managed by UUFP staff	No	No



# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

<p><b>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</b></p>	<p><b>Is there anything else that you would like the Board to know? If so, please be specific.</b></p>
<p>I have not read our bylaws in quite sometime and currently am unable to answer this question.</p>	<p>Not at this time.</p>
<p>YES -- huge. The board is aware that we are interested in working on this</p>	<p>We think that there needs to be better coordination among all social justice/witness UUA-level activities -- by staff, at GA, Standing on the Side of Love, CSW...</p>
<p>not that I am aware of</p>	<p>we have been paying attention to staffing our group with p.o.c. when possible</p>
<p>UUFP staff are the best people with whom to have this conversation</p>	<p>I love working with UUFP staff. My experience as a volunteer has been wonderful!</p>

# UUA COMMITTEE SURVEY RESPONSES 10/4/2017

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
9/30/2017 16:24:36	mulveykathy@gmail.com	Kathy Mulvey	Socially Responsible Investing Committee	to uphold the UUA's commitment to invest its endowment funds in alignment with UU values	UUA Board of Trustees
10/1/2017 19:30:49	randy@randolphbecker.com	Randy Becker	Religious Education Credentialing Committee	To provide leadership around the granting of professional Religious Education Credentials, including interviews with candidates, setting of program standards, review of goals and models, and interaction with UUA staff	UUA bylaws, rules, and internal committee documents

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
Yes	My group is at full strength.	Next vacancy: someone with expertise in communications (and knowledge of investment management). On ongoing basis, committee should have at least one member with expertise in community investing, one member with expertise in shareholder advocacy, one member with expertise in screening. All members should have knowledge of UUA priorities and programs, knowledge of the field of SRI, and an understanding of the intersection between UU values and SRI/ESG issues.	Mainly via the Financial Adviser and the Treasurer	Helping to raise the profile of the UUA/UUCEF's leadership role in socially responsible investing with congregations -- from the impact of community investments and the opportunity for congregations' community investments to be matched, to our shareholder advocacy on issues such as climate change and political spending transparency. Thereby inspiring more congregations to invest with UUCEF.	Communications, social media outreach
Yes	My group is at full strength.	In two years we will need someone appointed as Chair of the Committee and at least one new member representing Ministers of Religious Education.	As needed, we make structural suggestions to the Board for changes in our enabling documents, and we rely on the Board to fulfill the designated spaces on our committee with appropriate people.	Not at the present time	We are well supported by staff!!!!

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

<p><b>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</b></p>	<p><b>Is there anything else that you would like the Board to know? If so, please be specific.</b></p>
<p>The SRIC and the IC are engaged in a process of integrating our work. As part of that process, we are reviewing various guidelines and governing documents for the UUCEF. It is possible that some revisions and clarifications may be necessary to ensure alignment.</p>	<p>I would welcome guidance and support from the Board about how our committee can best engage in the UUA's urgent and vital work to dismantle structures of institutional racism and white supremacy -- perhaps a conversation involving the SRIC, IC, and Board about leveraging our power as a faith-based investor to advance racial justice.</p>
<p>We need to look at the enabling sections in relation to composition of the committee as there are some definitions which are becoming less and less possible to fulfill. We also believe that all credentialed Religious Educators at the Credential and Master levels should have General Assembly voting rights.</p>	<p>Thank you for the support of the Board as we have evolved in the understanding of our role as a committee. The Board has always been helpful in the work of developing this committee from concept to practice</p>

# UUA COMMITTEE SURVEY RESPONSES 10/4/2017

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
10/1/2017 22:15:48	gaffnut@mac.com	Kathleen Gaffney	UUCEF Investment Committee	Responsibility for the investment management and policy of UU Common Endowment Fund	UUCEF Investment Memorandum
10/2/2017 8:41:48	pjroth@comcast.net	Paige Roth	UUA Retirement Plan Committee	Assist UUA with administration of UU Retirement Plan (includes Congregations)	Plan Documents & Bylaws

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
Yes	There are vacancies in my group.	We have a committee member whose term is approaching expiration	Awareness of the Board	Not at this time	The staff has been a HUGE part of making the committee work well
Yes	My group is at full strength.	Folks with Investment Experience.	Good. UUA Financial Adviser & Treasurer both sit on the Committee so that is our primary link.	None that I can think of now.	Not at this time.

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

<p><b>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</b></p>	<p>Is there anything else that you would like the Board to know? If so, please be specific.</p>
<p>The integration of the two investment committees may create a need for a change in the Bylaws but we do not want to rush our important work in this area</p>	<p>The work to integrate the two investment committees is important and we believe can establish the UUA as a leader in ESG investment policy</p>
<p>No</p>	<p>Can't think of anything now - continued outreach / and events at GA are useful</p>

UUA COMMITTEE SURVEY RESPONSES 10/4/2017

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
10/2/2017 12:47:00	jesse.king@q.com	Jesse King	Ministerial Fellowship Committee	The MFC has exclusive jurisdiction over ministerial fellowship and makes rules governing ministerial fellowship, subject to the approval of the Board of Trustees. Each member society has the exclusive right to call and ordain its own minister or ministers, but the Association (through the Ministerial Fellowship Committee) has the exclusive right to admit ministers to, or remove them from, ministerial fellowship with the Association. The MFC examines candidates for the ministry, in the course of their academic and professional training to make a determination as to whether those candidates have the basic skills and fitness for ministry to be accepted into preliminary ministerial fellowship and later final fellowship with the UUA.	Article 7.6 and Article 11.1-8 of the UUA By-Laws



# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
No	My group is at full strength.	<p>Article 7.6 of the UUA By-Laws states, "The Ministerial Fellowship Committee shall consist of no fewer than fourteen members as follows..." The MFC size should not be fixed. The size of the MFC should be flexible based on need. Because of the back log of demand for interviews with the MFC the past September meeting, the December 2017, and the March 2018, meetings have all been expanded to address the back log of demand for interviews with the MFC. Additionally, appointments are made by the board and only approved at GA. The By-Laws do not provide any flexibility in creating a staggered committee appointment schedule. Hence, the MFC can loose half its members all at once and cannot modify or adjust terms of new members to create a staggering of member terms. The staggering of committee member terms is a best practice that would greatly benefit the MFC and increase the retention of institutional memory, skill, and capacity of members.</p>	Very positive. The relationship with the past and current moderators has been supportive and understanding.	<p>Yes: 1) Clarity from the board regarding the future of credentialing in the UUA. 2) Support as the MFC, the UUA staff, and the Commission on Institutional Change examines how the MFC serves to perpetuate inequity, oppression, and privilege in the UU movement. 4) Flexibility regarding member term appointments. Allow for different length terms so committee member terms can be staggered to avoid large member turnovers. 5) Require the committee to make formal recommendations for new members. Currently, the recommendations come from the UUA staff and the UUA, then are voted upon by the UUA Board and approved at GA. The UUA staff has too much power in this decision making/recommendation process and the MFC has no accountability. The relationship between the UUA staff and the MFC could be more collaborative. The UUA staff should propose a slate of potential MFC members, the MFC should interview the slate and make final recommendations to the UUA Board. The UUMA role in appointments could also be improved and made collaborative. The UUMA should propose a slate of potential MFC members, the MFC should interview those potential UUMA representatives and make a recommendation to the UUA board. 6) Require the MFC to be accountable to the constituents it serves. If it remains in its current format, it should be required to survey the people it serves and report on those finding to the UUA Board and its constituents. 7) There should be an evaluation process of MFC members when their terms expire and they are being considered for additional terms. Currently, the expectation is that members are automatically renewed. 8) The MFC is not held accountable for making a formal recommendation to the UUA Board or the UUMA regarding the renewal of a MFC member's term.</p>	The MFC gets great support from the staff. No additional needs are required other than support with the recommendations provided in the previous section.

UUA COMMITTEE SURVEY RESPONSES 10/4/2017

<p>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</p>	<p>Is there anything else that you would like the Board to know? If so, please be specific.</p>
<p>See previous comments regarding terms and size of MFC</p>	<p>The following comments reflect my only my perspective and do not reflect the views or opinions of the other MFC members.</p> <p>It is privilege and a challenge to serve on the MFC. The privilege comes in meeting wonderful and committed ministerial candidates. It also comes with working with dedicated and similarly committed committee members and UUA staff.</p> <p>The challenging aspects come from the knowledge that this committee is the poster child for gatekeeping and the perpeptuation of elite systems and a culture that defines UU ministry within very specific parameters. The current model of the MFC served a system that was based on white supremacy, bricks and mortar churches, and expectations that the spiritual needs of the country (and our world) would remain constant over time. The current UUA credentialing system and the MFC role in that system will not serve the needs of our rapidly changing demographics and the quickly evolving social and spiritual needs of the future.</p> <p>I'm not convinced that the MFC and the UUA credentialing systems has the DNA for agility and may actually serve to repress the changes required for the future. I do not make these assertions lightly. The implications are far reaching and potentially impact numerous institutions, most definitely our congregations, seminaries, the UUA, the UUMA, and all of the other critical partner entities within the UU movement. When thinking about reforming the UUA credentialing system and the MFC, Audre Lorde's words haunt and implore us, "For the master's tools will never dismantle the master's house. They may allow us to temporarily beat him at his own game, but they will never enable us to bring about genuine change.." Her words implore us to go way beyond moving rearranging the deck chairs on the Titanic, they implore us to be courageous and dig up the systems of inequity at the roots, create more inclusive and equitable systems, and take the big risks required to position this religious movement for the future.</p> <p>- Jesse King</p>

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Timestamp	Email Address	What is your name?	What is the name of your group?	What do you understand to be the charge to your group?	What is the source of that charge?
10/2/2017 13:58:32	caitlin.c.coillberg@gmail.com	Rev. Caitlin Cotter Coillberg	Moderator Nominating Committee 2019	to nominate a person (or persons) for the office of moderator	The Board of Trustees of the UUA
10/2/2017 14:54:40	awborn@gmail.com	Anne Watson Born	Music Leadership Certification Committee	The MLCC has jurisdiction over music leadership certification. It makes rules governing music leadership certification as well as policies and procedures related to music leadership certification. The MLCC grants the music leadership credential and governs the rules and policies which apply. The MLCC also has the authority to suspend or terminate a music leadership credential.	The UUA President
10/3/2017 17:36:06	donmarymiles@bellsouth.net	Mary Miles	UU Funding Program, Panel on UUism	We review grant proposals and determine funding and level of funding.	UU Funding Program policies and guidelines

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

Is your group the right size to fulfill its charge?	Is your group at full strength at present or are there vacancies?	What are your needs in appointments to fill current or future vacancies?	How would you characterize your relationship to the Board?	Does your group have needs that the Board might help you address? (If so, please be specific.)	Does your group have needs that the staff could support? (If so, please be specific.)
Yes	My group is at full strength.	n/a	We will be working closely with them	Yes, we will need help with issues related to ethics and logistics, are in conversation with the co-moderators about our specific needs.	Yes, we could use support around posting our application process and similar things online
Yes	My group is at full strength.	No needs at present	The MLCC is a seven member committee appointed by the UUA President and we report to the President.	No	We have staff: The Professional Development Programs Manager and the Assistant to the Director (members of the Ministries and Faith Development Staff Group) are ex-officio members of the committee.
Yes	My group is at full strength.	I am leaving the panel after 8 years. Exec. Director, Hillary Goodridge, will make recommendations for my replacement.	No direct relationship with the UUA Board.	Not that I'm aware of. It's Hillary's responsibility to convey those if any.	Panel on UUism receives excellent support from Hillary and the Grant's Administrator.

# **UUA COMMITTEE SURVEY RESPONSES 10/4/2017**

<p><b>The UUA Board is engaged in a review of the Bylaws. Are there any changes that are needed or might be helpful to regularize current or desired possible future practices by your group?</b></p>	<p><b>Is there anything else that you would like the Board to know? If so, please be specific.</b></p>
<p>We are hoping the Board will consider a bylaws change to allow shared leadership for the position of Moderator</p>	<p>We will continue to be in touch with the Board as our deadlines approach, and appreciate all the work they do.</p>
<p>Not that I know of.</p>	<p>No</p>
<p>Since UU Funding Program operates in a semi-autonomous way, I really don't know what I would recommend for Bylaws' changes.</p>	<p>The UU Funding Program and my panel specifically are a most valuable resource for congregations and other UU institutions. I certainly hope the Veatch Program continues to provide the funding for the grants my and all 4 panels provide. I can't speak highly enough of the UUFP staff, Hillary and Michelle. They are highly experienced and professional and provide the support to the Cmt. that we need to do our job.</p>

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# Open UUA Committee – Annual Report

## 2016/2017

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**Date:** June 28, 2017

**Subject:** Report to the UUA Board of Trustees

**From:** Cheri Cody, Chair; The Rev. Christian Schmidt; Rev. Shawna Foster

**To:** UUA Board of Trustees

The year from July 1, 2016 through June 30, 2017 has been a year of changes and transition for the Open UUA Committee. As of June 30, 2016 there were three people on the Open UUA Committee: Dick Jacke (outgoing chair); Matthew Weinstein (presumed chair); and Cheri Cody, member. Dick was elected to the UUA Board of Trustees so could not continue on this committee. The Appointments Committee recommended The Rev. Christian Schmidt be appointed to fill one of the openings on the committee effective July 1; this was approved at the Board of Trustees June meeting at GA. In mid-August 2016, Matthew decided that his other commitments precluded him from continuing on this committee and he submitted his resignation. Cheri was appointed chair of this committee in October 2016 following which, she and Christian held the first formal meeting of the committee since 2016 GA. Rev. Shawna Foster was appointed to the committee at the end of January 2017 thus bringing the number of members to three, which is the membership level recommended by the Board. In discussions at our June 24 meeting, we agree that a committee of three members is sufficient to fulfill our charge at this time.

In spite of these challenges it has been a productive year for the Open UUA Committee and here are our accomplishments:

### **Reorganization:**

In communications with Dick Jacke and Tim Atkins, we learned that some of our activities overlapped with that of the Board Committees Working Group so that Group has encouraged us to keep doing our work and they will review our reports. Staff liaison, Stephanie Carey Maron, has been tremendously helpful, especially for Cheri as the new chair, but also for the entire committee in explaining budgets, posting meeting invitations on the webpage, and responding quickly to our questions.

### **Communications with Committee Chairs:**

In January 2017, we sent out an introductory email to current committee chairs which included some history of the committee, the wording of Rule G-2.1, and a description of our interpretation of effective transparency. We also attached a copy of the most recent version of the transparency guidelines which had last been updated in 2013. We invited committee chairs to contact us at any time and that we hoped to meet some of them at GA in 2017.

### **Update of Transparency Guidelines:**

In follow-up to a question about instructions in the transparency guidelines, it was apparent that the guidelines were in need of a thorough review and updating. In checking with our staff liaison, we found that some of the contact emails were no longer in existence and other instructions were outdated. The guidelines were updated and with our liaison's help, active links were included to a couple of items for those accessing the guidelines on the webpage. The new guidelines were included in the 2017 committee chair manual which should eliminate some confusion. Updated guidelines were also sent with the Review of Committee Webpages discussed below.

### **Conduct Review of Committee Webpages:**

Every couple of years, the Open UUA Committee conducts a review of the webpages of the UUA Committees to ensure that they are being transparent by posting member lists, contact information, meeting times, etc. on their UUA webpage. We completed that review in May 2017 and recorded results for the following areas: Listing of committee members, contact information, e-mail sign-up list; Committee charge; Dates, times of meetings posted; Advance notice of meetings given; Agendas, reports, and other supporting materials available on timely basis before meetings; Observers accommodated at meetings (including teleconference); Minutes posted on site in timely manner; and any other general relevant comments. This year the Open UUA Committee went beyond just reviewing by emailing the results to each committee chair in June so they would have the opportunity to make any corrections needed. We have received appreciative feedback from some committees for sending this information to them for updating. We had a question from the Music Leadership Certification Committee (MLCC) about whether they were subject to the review; Cheri explained that we reviewed all committees that were on the committee list sent to our committee. ***The question of which committees are covered by Rule G2.1 has been submitted to the Board of Trustees by this committee in previous years and it would be good to have the Board give firm guidance to us and the committees on this issue.***

### **Appointments Committee:**

We have been in communication with our contact on the Appointments Committee in recent months to ensure that a new chair would be in place on July 1 when Cheri reaches the end of her third term; Christian Schmidt has been recommended. The Appointments Committee has also identified a replacement for the open position effective July 1 and both recommendations will be submitted to the UUA Board for approval at their June 2017 meeting.

### **Increasing Connections:**

In a conversation with our staff liaison about the Openness mailing list, we discussed transitioning the list to a discussion forum. That has not yet been finalized. However, in June 2017 Christian created a Facebook page for the Open UUA Committee and we invited our UU Facebook friends to visit the page. We have had many views and will continue to add relevant content so that the page is truly useful to those who visit. We are pleased that we have expanded our social media presence and given UU's another opportunity to engage.

**GA 2017:**

We took assignments to attend multiple workshops/meetings at General Assembly. These include nominating/appointments, business mini assemblies, social witness, recovenanting, Commission on Appraisal, and the MFC. Here are some brief reactions:

- UUA Candidate/Nominating Appointments – Some candidates were in attendance but it would have been helpful if facilitators had explained at the start why not all candidates were there (e.g., had conflict with other workshop, etc.). These were not competitive nominations so an initial explanation about the petition process would have clarified this. It wasn't clear where attendees could obtain bios of nominees to learn about them. The facilitators referenced a brochure about their process but it was not available in the room; participants were told to go to the webpage to see it. Having brochures would be more transparent and possibly encourage more interest in being nominated.
- MFC – Aspiring to be Learning Committee/Community – Excellent presentation, good introductions, open and receptive to suggestions. A concern is that there is a very clear path for Final Fellowship if in a parish context. However, it is less clear for those in community ministry, especially if not connected to a parish or a congregation doesn't have the resources for affiliation. No committee contact info was distributed.
- Business Mini Assembly #1 – First principle by-law – Good structure, good introduction. Lots of process questions that bogged down discussion but did approve two amendments. Very open with invitation to talk. Not sure how accommodated offsite participants but there was feedback from offsite so it did happen.
- Business Mini Assembly #2 – Board accountability bylaw – Discussion on changing “men and women” to people. The purpose of the meeting was unclear since, at the end, it could be that none of what was discussed would go back to larger assembly. Straw poll seemed meaningless with too many options for “fist-to-five.”
- Commission on Appraisal – Struggle with Class – All members were present and introduced themselves through a description of their history and class. It was very effective. Participants broke into twosomes and gave a similar introduction to their partner. Excellent combination of reporting and interacting.
- Collective Liberation Decision-Making/Reflections for UU Social Witness – Felt like there was no beginning or end. Leaders explained the process differently and it didn't seem well organized. An upfront scripted explanation of what would happen during the workshop may have helped. Not enough time to do well and only a few minutes for small groups to talk.
- Social Witness – This was a workshop on community organizing for an issue so not necessarily a workshop related to transparency. Very few people attended and it was difficult to find a topic that the participants wanted to work on, so stressful for presenters. They did salvage it by taking two smaller issues and, in collaboration with participants, posting information on the GA app.
- Recovenanting for the Future – This was an excellent workshop even though it was not supposed to be scheduled. Two members of the task force came when they heard that it was scheduled. They did a great job of explaining the history and the general plan for doing congregational conventions. There were lots of questions and good discussion and a positive reaction to this alternative to GA effort to enhance covenantal connections.

After observing multiple workshops, we believe that we could make general recommendations for presenters to make their offerings more understandable and helpful to participants. Christian will write a proposal/recommendations for this and it will be posted on our webpage and on our Facebook page.



### **Recommendations to the Board:**

Following are our recommendations to the UUA Board of Trustees which include items from our experiences this year as well as renewed requests from this committee's previous report to the Board from January 2016. Recommendations are in bold italic font.

#### **1. Provide Committee Chair Orientation Each Year**

***This request has been made in the past and we renew the request to make sure committee chairs have access to an orientation each year.*** For someone who is a new committee chair, it is bewildering to figure out how to navigate the processes required by the UUA. Ideally, there would be a good transition from one chair to the next, but if neither has had committee chair orientation then what is transitioned may not be correct. The orientation manual is appreciated and hopefully it is also reviewed and updated annually.

#### **2. Provide Enforcement of Transparency Guidelines / Ensure staff liaison assistance**

This year this committee forwarded to committee chairs our findings from reviewing their webpages. Some committees were very delinquent in their postings on the webpage and in one case, a committee member had died but was still on the member list. We understand how hard it is to be a volunteer and keep up with all of this task work. We encourage committee chairs to get the assistance of their staff liaison but the assistance varies widely among liaisons. One committee chair said they didn't use their UUA webpage for anything that needed to happen quickly because it would take the liaison a few days to get anything posted. This particular committee then used their list serve as the tool for quick communication which doesn't make it transparent to all. This process must be fixed so that agendas can be posted in advance, observers can be accommodated, and interested persons know who to contact. The Open UUA Committee will also note that people can contact them if there are concerns and we can refer to the Board Committees Working Group if appropriate. ***The Open UUA Committee can only inform, it cannot enforce Rule G2.1. We encourage the Board to communicate with each committee and clearly state the Board's expectations on transparency and what the consequence would be for noncompliance (e.g., change in committee chair). The Board must also ensure that the staff liaison is responsive to the committee's request (post items within one work day) so the committee is not reprimanded for action they cannot control.***

#### **3. Maintaining Committee Records Online**

In the January 2016 report to the Board from this committee, we asked for guidance on how long records (minutes, agendas, reports, etc.) should be kept online for each committee. ***It is the current opinion of the Open UUA Committee that records could be kept indefinitely given the resources of cloud storage.*** The UUA tech department would have better information on the capacity of our storage resources. If documents would need to be transferred to an archive, we would ask that the information still be readily accessible to those who want to research the history of the Board of Trustees or UUA committees.

This concludes our report; we look forward to your response.

**Update to Report of the  
Re-Imagining Covenant Task Force  
October 6, 2017**

The Task Force presented its recommendations at General Assembly this past June. The recommendation for holding General Conferences apart from GA was particularly well received. Reaction from the audience was very positive. Task Force members also heard many positive comments in the hallways as we met GA attendees.

The Task Force's workshop was attended by about 35 people. (This, despite our having thought we canceled it). The Regional Leadership Group was quite enthusiastic, and eager to help. They recommended that regional conferences be considered as part of the General Conference structure.

Task Force member, Rev. David Miller, shared the following observation, "I guess what I would like to say is that it seemed so incredibly well received in general session and at the workshop that in short, Unitarian Universalism is changing and needs to change and this would be a great way to help us. And the help that I think it pointed to is the need for us to deemphasize process and bring our mission back to the forefront of who we are. I think there was a deep desire to have a more complete and widespread understanding of covenant beyond the individualistic interpretation of the principles as determined by various UU individuals and entities. Also, there was a lot of excitement about us being able to forgo the trappings of GA, including the debates and votes on things like AIWs, in order to delve deeper into the calling of our faith and how we can find a common ground to unite us...Personally, I found Susan's report on the beginnings of the association and the links to systems of capitalism and supremacy to be a good enough reason to call us together to revisit the mission/vision and covenant of the association no matter what".

In addition to the recommendation for a General Conference to examine the theological underpinnings of our UU faith, the Task Force has also considered the use of gatherings to help set the Ends/Priorities of the UUA. The latter was addressed in our January 2017 report, recommending the UUA examine the model used by the American Baptist Church, their "Mission Table" process. We have also addressed ways in which congregations and covenanted communities enter into covenant with the UUA, and with each other. We offered the example of periodic, affirmative, renewal of covenant rather than our current system of membership.

The Task Force is aware that since we prepared our April 2017 report, there have been developments that might require a different approach to our work. Specifically, the Commission on Institutional Change will be examining all aspects of our UUA culture and structure. The Purposes and Principles section of our Bylaws will also be examined by a study commission as the result of votes at GA on the proposed "Eighth Principle". The work of the Task Force, and of these other Commissions, need to be coordinated to avoid confusion, duplication of effort or inconsistent recommendations.

The Task Force asks that the Board provide us with direction on how to proceed from here:

- Shall we continue to reach out to UU groups for feedback on the concept of a General Conference?
- Should the Task Force further develop a process for revising the UUA Ends Statement?

- Shall we recruit additional members for the Task Force, particularly UUs whose perspectives are not represented on the Task Force now? (E.g., People of Color/Indigenous, Young Adults, Persons with Disabilities)
- Shall we also elaborate, and seek feedback on, recommendations relating to bylaws changes on how congregations and covenanted communities enter into covenant with the UUA and with one another?
- How should the work of this Task Force be integrated into the work of other commissions addressing related issues?

Task Force members are willing to continue to serve. We await the Board's pleasure.

Re-Imagining Covenant Task Force

Rev. Dr. Susan Ritchie, Chair

Rev. David Miller

Rev. Tom Schade

Kathy Burek