

# UUSJ Minutes

Board Meeting		
1.18.2014	10:00 AM	Cedar Lane UU Church
Meeting called by	Co-Chairs, Lavona Grow, Al Carlson	
Type of meeting	Board Meeting	
Facilitator	Lavona Grow	
Note taker	William Alsmeyer-Johnson	
Timekeeper		
Attendees	Attendees in Person:	
	Lavona Grow	UU Church Arlington, At Large
	Al Carlson	Reston UU Church
	Hal Fuller	Fairfax UU Church, At Large
	Ethel Gilbert	Rockville UU Church
	Nancy Sorden	Washington Ethical Society
	Bob Schuter	Columbia UU Church
	Pat Karlsen	Cedar Lane UU Church, At Large
	John Gubbings	Cedar Lane UU Church, At Large
	Nancy Boardman	Paint Branch UU Church
	Catherine (Kay) Scott	Cedar Lane UU Church
	Bill Alsmeyer-Johnson	Mt. Vernon Unitarian Church
	Marilyn Hathway	Cedar Lane UU Church - alternate
	Ed Kringer	Accotink UU Church
Staff		
Cyn Snavelly	Administrator	
Terry Ellen	Executive Director	
Attendees on the phone:		
YAA	Goodloe	
Mike McCord	At Large	
Steve Buckingham	Goodloe Memorial UU Church	
Martha Ades	Fairfax UU Church	
Opening		
	Rev. Abhi Janamanchi, Senior Minister at CLUUC	
We were given a gracious welcome and inspiring opening by Rev. Janamanchi.		
Old Business		
	Leader: Al Carlson, Lavona Grow	
Quorum was met		
Minutes of the September and November Board meetings were approved.		
Treasurer's Report		
	Leader: Mike McCord	
Discussion	There was discussion regarding staff hourly charges with note that the Executive Director wasn't charging all the hours available. He will be charging more because he has a number of thank you notes to write	
We need to reach out to members who have not renewed to find their reasons and perhaps persuade them to renew.		
Ask member congregations that fulfill their fair share commitment to UUSJ via special collections to distribute membership brochures, to make it clear to contributors that a donation of \$30 or more constitutes an individual membership,		
We need to revisit/review which congregations are members.		
Action Items	Person Responsible	Deadline
Thank you notes	Terry Ellen	2/6/2014
Executive Director's Report		
	Leader: Terry Ellen	
Discussion	Terry gave his report which is attached.	
Cyn noted that the E.P.A. comment period ends on March 8 <sup>th</sup> .		

# UUSJ Minutes

Action Items	Person Responsible	Deadline
Terry will provide specific information about the interfaith planning for testimony before the E.P.A.	Terry Ellen	
Terry will forward via email the portions of his report that were not in the electronic version.	Terry Ellen	2/1/2014
The secretary will attach the version of the report distributed prior to the meeting to these minutes and will also attached the supplement from the Executive Director.	Bill Alsmeyer-Johnson	2/1/2014
<b>Development Committee Report</b>		
	Leader: Catherine Scott	
Discussion		
Catherine (Kay) will help write letters to congregations who need to or are about to pay their dues. What is needed is a "zinger" of a letter.		
John Gubbings said that visits to renewing congregations are important and that we might consider negotiating dues.		
Bob Schurter suggests being aware of the budget cycles of congregations. We need to find out who to approach and when we need to do it. We need to impress on individual board members that they must provide this information.		
Hal Fuller says that we really need a boost from the pulpit of our member congregations in the next 60 – 90 days.		
Lavona says that in addition to intelligence about the budget cycles we need a profile for each member congregation. This profile will contain: minister's passions, list of leaders, the congregation's social justice priorities.		
Action Items	Person Responsible	Deadline
Someone on the Development Committee will provide a written report.	Catherine Scott?	2/6/2014
Press board members to provide information on the budget cycles of their congregation and profile information.	Executive Committee	2/6/2014
We need to find, tweak, and distribute the congregational profile form	TBD	TBD
<b>Finance Committee Report</b>		
	Leader: Mike McCord	
Discussion	There is no report at this time.	
	It was suggested that we do a financial analysis to see the patterns of contributions, when they come in, to see how they affect our goals.	
Mike McCord agreed to a joint effort with the Development Committee to create such an analysis.		
Action Items	Person Responsible	Deadline
Finance and Development will report to Executive Committee as to when and how they will create this analysis.	Mike McCord	
<b>Nominating Committee</b>		
	Leader: Nancy Sorden	
Discussion	Ed Kringer agreed to join Advocacy Committee. Bob Schurter agreed to join the Development Committee.	
Standing Committees can only be staffed by board members but alternate board members can also staff them.		
Action Items	Person Responsible	Deadline
Nancy will provide Executive Committee with updated list of committees and their respective members.	Nancy Sorden	
<b>Advocacy Committee</b>		
	Leader: Lavona Grow	
Discussion		
Action Items	Person Responsible	Deadline
Lavona to provide Secretary with electronic version of the report.	Lavona grow	
<b>Audit Committee Report</b>		
	Leader:	
Discussion	Audit will be done in February and may include an administrative audit.	
Hal Fuller suggested that the audit should definitely be both a financial audit and an administrative audit.		
Action Items	Person Responsible	Deadline

# UUSJ Minutes

<b>Strategic Plan Oversight Committee</b>		
	Leader: Hal Fuller	
Discussion		
Action Items	Person Responsible	Deadline
Hal Fuller will provide Secretary with electronic version of the report.	Hal Fuller	2/6/2014
<b>Outreach Committee</b>		
	Leader: Bill Alsmeyer-Johnson	
Discussion	Nancy Sorden is working on the website write up for the Economic justice page.	
	Bill reported that the committee hasn't met since before the Holidays and that he will schedule a meeting within the coming week.	
Action Items	Person Responsible	Deadline
Schedule the next committee meeting.	Bill Alsmeyer-Johnson	1/25/2014
<b>Program Committee</b>		
	Leader: Pat Karlsen	
Discussion		
Action Items	Person Responsible	Deadline
Pat will provide the Secretary with a written report of the committee.	Pat Karlsen	2/6/2014
<b>Gala Committee</b>		
	Leader: Lavona Grow	
Discussion	Terrie Barr will be taking on new responsibilities at the Rockville church and may not be able to be on the Gala Committee.	
	Martha Ades has joined the Gala Committee.	
Action Items	Person Responsible	Deadline
Terry is to write a special letter of thanks to Terrie Barr and Pat Karlsen for their efforts on the Gala.	Terry Ellen	2/6/2014
<b>Immigration Task Force</b>		
	Leader: Hal Fuller	
Discussion	The task force is searching for leadership.	
	Some members will be going to Richmond to lobby for instate tuition.	
	Some members have gotten involved with the Greater Washington Immigration Film Festival	
	UUSJ is cosponsoring the festival with a grant.	
Action Items	Person Responsible	Deadline
Hal will provide publicity information.	Hal Fuller	2/12/2014
<b>Outreach to Congregations &amp; Social Justice Leaders</b>		
	Leader: Catherine Scott	
Discussion	The meeting, held last year, at Cedar Lane will serve as a model for future meetings between the co-chairs, ministers, and social justice chairs. We will reach out to each congregation over a two year period.	
	The Executive Committee will work with the Executive Director to prioritize or triage which congregations to meet with first. Hal Fuller will help with prioritization and planning.	
	Lavona suggests that we need to "bring along" the ministers with what we are trying to do with our strategic plan. We need to get ministerial blessings and their input.	
	Board members should facilitate the meetings with the ministers and social justice leaders.	
	Lavona mentioned that UUSJ has been invited to join the Interfaith Conference.	
Action Items	Person Responsible	Deadline
Terry Ellen is to set a date to meet with the Executive Committee to pick the first few congregation to set up visits with.	Terry Ellen	2/6/2014
John Gubbings will provide the Secretary with a brief write up of the meeting with Rev. Janamanchi of Cedar Lane for the minutes.	John Gubbings	2/6/2014
<b>Priority Issue Review Process</b>		

# UUSJ Minutes

	Leader: Lavona Grow	
Discussion	How often do we review our priority issues? What is the process?	
The following folks have volunteered to start the process: Hal Fuller, Martha Ades, Yaa, Carmelita.		
Action Items	Person Responsible	Deadline
Hal and others will inform the Executive Committee when they set up plan to meet.	Hal Fuller (primary), et. Al.	2/12/2014
<b>Social Justice Grants</b>		
	Leader: Lavona Grow	
Discussion	The following congregations and groups have received grants: Paint Branch UU Church, Mt. Vernon Unitarian Church.	
Everyone is asked to be on the look out for scholarship or tuition possibilities to use the grant money.		
Action Items	Person Responsible	Deadline
<b>Film Library</b>		
	Leader: Lavona Grow	
Discussion	It was suggested that we emulate the Chicago UU for Social Justice group by creating a film library.	
G.W.I.P.L has a film repository so we should investigate. Program Committee will have oversight.		
Action Items	Person Responsible	Deadline
Bill and Nancy will look into setting up a library.	Bill Alsmeyer-Johnson, Nancy Sorden	3/1/2014

Following the very successful event at Arlington on effective advocacy last Nov. 23 just before our Board meeting, we've been working on our planning in several areas:

- An all-day Jan. 4 second gathering of our UU environmental group, this time at All Souls, with Paula Cole Jones and the Fairfax environmental group, among others, making presentations and with interest area working groups beginning their planning for upcoming initiatives
- A UU young adult event at All Souls Feb. 1 with showing and discussion of "Bidder70," the documentary about Tim DeChristopher
- A Spring environmental justice retreat with a Patuxent River-keeper

All of these have been in collaboration with other UU groups - as also, of course, is our new effort to turn out UUs at the Feb. 8 rally in Raleigh, North Carolina in support of Moral Mondays and our ministers and congregations there fighting the strictest voter identification laws in the nation and other initiatives targeting the poor and communities of color. We're joining Rev. Peter Morales and Standing on the Side of Love (SOSL) in this.

Regarding trips to the Hill, we're working on a time for a visit to our Senators' offices advocating for a full environmental impact review for the huge proposed liquid natural gas compressing and exporting facility at Cove Point on the Chesapeake. That seems most pressing. Of course, a trip re. an humane immigration bill is in the wings when Congress finally turns its attention to that. If you have ideas for other advocacy issues, please bring them up.

UUSJ has also been promoting the divestment resolution campaign. One hundred and seventy UU congregations have gathered their signatures for a business resolution at the upcoming GA in Providence, Rhode Island.

The annual report is almost ready to go, and we're currently planning more ministerial visits.

We're working on identifying co-leaders for the immigration task force to be ready when Congress returns to the issue.

Lastly, I'm working on thank-youletters and tax receipts for those who contributed this last fall.

Toward a just and humane future,

Terry