

PSD ANNUAL CONFERENCE PROGRAM PLANNING COMMITTEE  
Meeting Minutes Oct 14, 2006

Present

|                        |              |                        |
|------------------------|--------------|------------------------|
| Rev. Laurie Bushbaum   | 612 929-6908 | RevLBushbaum@visi.com  |
| Eric Severson          | 608 785-1274 | UUSeverson@prodigy.net |
| Rev. Dr. Virginia Wolf | 715 834-0690 | wolfv@uwstout.edu      |
| Sam Wormley (chair)    | 515 296-2627 | swormley1@mchsi.com    |
| Karen Kress            | 715 234-9251 | klk@bluehillsuu.org    |

Absent

|                 |              |                |
|-----------------|--------------|----------------|
| Elaine Rockwell | 515 279-4810 | ERocky@aol.com |
|-----------------|--------------|----------------|

Honored Guests

|                    |              |                   |
|--------------------|--------------|-------------------|
| Rev. Lisa Friedman | 612 781-5182 | lfriedman@gfn.org |
|--------------------|--------------|-------------------|

Because committee member (and recording secretary), Elaine Rockwell, was absent, 3+ hours of the meeting was recorded on an iPod with permission of the attendees. These minutes are, in part, derived from the resulting 1.98 GB audio recording (.wav format) which I was able to convert the file to 180 MB (.mp3 format).

Virginia noted that she will be on sabbatical from January through July of 2007, including a 2-month silent meditation retreat in February and March.

After our brief check in, the draft agenda was adopted by consensus.

Meeting Minutes from July 8, 2006 - The 2008 Conference theme was corrected from "Making Democracy Work" to "Rebuilding a Faithful Democracy". It was noted that the new PSD Youth and Young Adult Specialist is Sherry Warren, swarren@psduua.org, from Lawrence, Kansas.

Two action items were noted:

"ACTION: Agreed to prepare and send an email cover letter announcing the 2007 conference would be sent including information to encourage youth attendance, asking congregation leaders to distribute to their congregations, with no physical copies to be mailed".

"ACTION: Committee agreed to make evaluations a separate mailing post-conference and collect e-mail addresses as part of the registration process to enable this effort".

Minutes were approved as corrected.

Lisa Friedman raised the question: Who has to pay conference registration fees? Karen and Sam pointed out that PSD policy states that all members of congregations within the Prairie Star District,

including ministers, will pay conference registration fees. Fees may be reimbursed from various PSD committee budgets, but from the perspective of the local arrangements of the hosting congregations, everybody attending the conference pays the registration fee. Karen further pointed out that all those volunteering time from hosting congregations, who are not attending the full conference may have "special" arrangements for proper compensation.

Karen Kress put into her budget request funds travel/overnight for some leaders of the 2008 Local Arrangements committee to attend at least up to two of our program planning group meeting during the twelve months leading up to the April 11-13, 2008 conference in Omaha, Nebraska. Sam noted that attending our summer and fall meetings are most likely to benefit local arrangements in their planning.

She noted that 14 cents a mile is available for travel for our committee members and encouraged us to use it, giving the district a more accurate picture of the costs of committee operation.

Karen noted that the Program Council has been made a recommendation to the PSD Board (Nov. 11, 2006 meeting) that a "checkoff" be established on the annual conference brochure registration form inviting people to make a donation to a scholarship fund that would be awarded on a needs basis for subsequent annual conference. Furthermore, congregation should be encourages to make funds available to their leaders attending the annual conference.

First Unitarian Church of Duluth, Duluth, MN is confirmed by the Site Selection Committee for the 2009 Conference (April 24-26, 2009).

Omaha is exploring a "Full Conference Package" that would include the room and conference registration combined, based on a recommendation to explore that idea from Nancy Heege through the Program Council.

A recommendation from the Executive Committee: "This budget [2007] needs to cover the expenses of the Local Arrangements committee as well as the costs for putting on the conference. Last year the PSD Executive Committee recommended that the registration fee for this year be increased by \$5.00 per person to cover, at Karen's discretion, the cost of some of Program Planning and Local Arrangement committee members' conference registration".

PSD Policy: All PSD congregation members and ministers (including workshop presenters) shall pay conference fees. Typically there has been some "special arrangements" made for some of the many volunteers from the hosting congregations that are helping, but not participating in the full conference. We don't encourage than, but understand when it happens.

Winter Meeting will be Saturday, January 20, 2007 in Bloomington (10am-2pm) at the Minnesota Valley Unitarian Universalist Fellowship, 10715 Zenith Avenue South, Bloomington, MN 55431 [Confirmed].

Rev. Roland D Martinson was our original choice to be the Arthur M Judy Lecturer at the 2007 conference. Due to a conflict of time, exacerbated by poor communications, Roland could not fit into the structure of the 2007 conference in Minneapolis MN. Phil Lund, working with Sam with email updates to Karen and this committee, the invitation was extended to Bill Doherty, who accepted.

<http://fsos.che.umn.edu/facultystaff/doherty.html>

We typically offer three workshop times on Saturday, each having a time slot of 1:15, one in the morning and two in the afternoon. Furthermore, we try to group workshops into tracks, so, for example, people can attend three workshops that are related, complimentary, or build upon one another.

The numbers of simultaneous workshops in session, and hence, the total number of workshops that can be offered is dependent on the space available by the hotel. The City Centre Marriott has greater space potential for simultaneous meetings offering us the ability to offer ten different workshops in any one time slot.

The UUA will be offering a "Conversation" workshop in each of the three time slots.

Eric noted that many workshop applications came in late, however we have more than 28 applications to date. Workshops were organized to take into account constraints including.

- o content (tracks)
- o available space
- o major speaker travel plans
- o workshop presenters doing multiple workshops
- o availability of AV equipment and internet access
- o accommodation of other activities, especially youth activities

Good discussion - not detailed here.

Although the whole committee made substantial contributions to the organization of workshops, Eric Severson is to be commended for the his stewardship of the process from soliciting workshops, fielding questions, processing, organization, record keeping and preparation of the final workshops information for the Brochure.

Awards Luncheon - discussed. Karen is pursuing better coordination with all parties. There are too many awards to do them all at lunch, so some will be presented at the conference banquet.

**ACTION ITEM** - Rev. Laurie Bushbaum will check with PSD Life Span coordinator(s) concerning the "youth programming" details for the 2007 conference which has been billed as "fully youth integrated".

Communication from Sarah Greene,

"The suggestion to video/audio record the presentations was made

in response to the requests we often receive following the conference for copies of the major presentations to take back to local congregations. People are willing to purchase such media, and I'd like to see the presentations made available on the Web as well. More modern methods than tape would be appropriate".

**ACTION ITEM** - Sam will investigate the feasibility of audio/video recording of the major speakers at the 2007 conference. Same will report to the committee for consideration at our winter meeting January 20, 2007 in Bloomington. Speaker Agreement Letters will reflect that outcome.

Rev. Lisa Friedman presented a draft budget for the 2007 conference in Minneapolis. One of the major issues is where to have the conference Sunday Morning Service. Some of the considerations affecting the budget include:

- o number of attendees
- o meal options
- o facilities
- o Sunday service at First Unitarian Society, Minneapolis
- o Sunday breakfast (possibly at First Unitarian Society)
- o transportation & parking

Draft budgets were detail for 300, 350 and 400 adult registrations. Good discussion - not detailed here.

#### **REVIEW - 2008 Conference**

**ACTION ITEM** - Rev. Laurie Bushbaum will contact Amy Goodman as the Arthur M Judy Lecturer at the 2008 conference (April 11-13, 2008) in Omaha.