

The FELLOWSHIP  
for Readers of *The Urantia Book*

my Copel

me ✓  
David  
Barbara  
Tony  
Lawrence  
Lee  
Cece

## Minutes of Special Projects Committee Meeting

Vancouver, B.C.  
07/12/97

The Special Projects Committee Meeting originally planned to meet at 8PM Friday, July 11<sup>th</sup> but the meeting was rescheduled for Saturday afternoon due to a schedule conflict with an Executive Committee meeting. The Saturday meeting began at 12:30PM.

In attendance were:

Lawrence Brown, Tony Finstad, David Kantor, Barbara Newsom, Lee Smith, Larry Watkins

Cece Forester was absent; Tony had to leave at 1:10 to run another program. Lawrence was attending the meeting by invitation since he is nominated for election by the General Council to replace Lee, whose term is expiring. Lee will remain on as adjunct to the committee to continue with the Early History CD-ROM project.

### AGENDA:

The agenda was approved with the provision that Barbara had additional items to be added at the appropriate times.

### APPROVAL OF MINUTES:

The minutes of the previous meeting were approved with amendments from Barbara, who had expressed some concern about the lack of formality — an effort was made to make this meeting more closely conform to "Roberts Rules of Order".

Barbara indicated that she had requested Marilyn Kulicke's presence as a representative of the Judicial Committee to help clarify committee procedures. Marilyn did not attend — the meeting proceeded without her.

### REVIEW OF WEBSITE PROJECT:

The Fellowship Internet site has been transferred to Executive Committee oversight which is not yet well defined. It is possible that the Internet site will be dropped as an "official" web presence and become a private undertaking. Until then we will continue on as before.

### RESOURCE GUIDE PROJECT:

Cece has offered to be responsible for, and to take over the production of, the Resource Guide.

A motion was passed unanimously to give Cece control of this project.

ORAL HISTORY PROJECT:

Larry will provide the most recent copy of the "Letter of Introduction to potential interviewees of the oral history project" to the oral history subcommittee for their review and update.

Barbara will provide copies of her copyrighted 1983 recorded interview with Clyde Bedell to the Committee by the end of August. Those people being interviewed will be given the opportunity to listen to this Bedell interview prior to their interviews to help jog memories.

Lee demonstrated a family archive CD-ROM. The oral history and video are anticipated to eventually be produced in similar format for CD-ROM distribution.

The First Society has accepted our request for help and will assist the committee in this project. We appreciate the help and wish to say thank you to the Society.

A motion was passed unanimously to accept Barbara's oral history report with her additions included. A copy will be attached to the printed minutes.

ARCHIVES PROJECT:

Committee members have been asked to provide lists of materials that need to be passed on to the Archives Subcommittee within the next couple of weeks. Scott Forsythe has been contacted and asked to provide assistance in getting good archiving procedures established. Scott has agreed to do so. Informal discussions with Scott regarding this matter will be held in the coming weeks.

There is a need for an artifact cataloging facility with a demarcation between "early history" and "recent or on-going history." "Early history" will be considered to be anything pre-1964.

OTHER:

To keep originals and copies of tapes and photos and other memorabilia:

- 1) An off premises safety deposit box needs to be obtained immediately — (or) —
- 2) A fireproof safe or filing cabinet to be kept at 529 needs to be obtained immediately.

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The meeting ended at 2P.M. and reconvened at noon on Sunday the 13<sup>th</sup>.

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In attendance on Sunday were:

David Kantor, Barbara Newsom, Lee Smith, Larry Watkins

OTHER (continued):

Items of historical significance to the movement are missing and we are asking that they be accounted for or that anyone knowing their whereabouts please let the committee know:

- 1) Marian Rowley's original photo album and negatives have been missing from the 529 office since sometime in 1996.
- 2) Emma Christianson's "History of the Movement" that she was preparing for publication, along with related files and support documents, have been misplaced since about 1979. This material includes some excerpts from various revelators' documents that have not been found



to date in other collections.

- A blurb in the "Mighty Messenger" about looking for historical materials needs to be drafted to help stimulate each Society to collect historical records.
- Dick Johnson has volunteered himself to do transcriptions from taped interviews.
- David reported that the committee has about \$2,000 remaining in this year's budget.
- David will look in Oklahoma for slides that belong to the old slide-tape project of the Publications Committee so that they can be returned to the Fellowship.
- Journals, minutes, records, decisions, and other materials at 529 still need to be scanned into the computer.
- Fellowship minutes have been computerized but require a database to allow text searches.
- A factual history of committee records (who was on what committee on what date, etc.) is required.
- Cece has a complete Special Projects file — files should be consolidated so all records are in one place.
- Barbara has agreed to discuss with Scott what kinds of release forms are required in order to obtain the oral histories and to make copies of other records.
- We would like to see study groups encouraged to develop their own web sites.
- Special Interest Groups in a few years may be looking for representation on the G.C. The Theological and Philosophical Group may be the first S.I.G. to be looking for representation. The Special Projects Committee may need to be prepared to react to these needs.
- Barbara will be the chair of the Oral History Project, a sub committee of the Special Projects Committee.
- We have a concern for getting presentations, etc., off of slides and onto computer and eventually onto CD-ROM.
- Lee will pursue the cost of production of a CD-ROM version of the "early history".
- David requested that all committee correspondence be copied to all S.P. members and that L. Brown be added to the committee e-mail list.

The Sunday meeting ended at about 2PM.

(08/01/97)

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Secretary

Approved:

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Chairman

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July 12, 1997

To: Special Projects Committee

From: Barbara Newsom

Re: Oral History Report

I recommend the following steps to complete the oral history project:

1. A subcommittee headed by Lee Smith, Barbara Newsom, and Carolyn Kendall, who would appoint additional persons as needed with Special Projects committee approval. Input from Special Projects committee members would also be sought prior to undertaking any new actions in the project.
2. Finish the survey of Forum members for interviews. The attached annotated list shows the status of each individual on our original list. Barrie Bedell was added because he joined the Forum in 1946. To complete the survey, the subcommittee will prepare an updated letter to send to each individual, and follow up with a phone call.
3. Schedule interviews of all Forum members to be completed by June 1998. Interviewees would be interviewed by the person or persons with whom they are most comfortable and would be most likely to have a successful interview.
4. The subcommittee would immediately review the tapes of all previous interviews and update the list of questions. This was part of the original plan for the project. Later interviews and re-interviews, if necessary, can be used to fill in missing information or verify information brought up in initial interviews. The audio and videotapes reviewed by the subcommittee should be numbered and clearly marked "Committee Work Only--Not for Distribution," since rights have not been obtained from these individuals for use of the material. Telephone interviews and note-taking rather than recording could be done in lieu of recorded live interviews.
5. The subcommittee would work with the Archives subcommittee to draft assignment of rights letters for interviewees. Final letter would be approved by Special Projects Committee after their review and input.
6. Barbara Newsom would provide a summary of the project and complete records for it by September 30, 1998. Most of the old records have been gathered, but an overview and summary needs to be written.
7. The list of interviewees should be expanded to include members of early societies. These persons could be interviewed by June 1999. Two new interviews were conducted: Ticky Harries and Scott Forsythe. Several could be done in the next three months.
8. Budget: Materials: \$100 Postage: \$50 Travel: \$300 Phone: \$100  
Equipment rental: \$200 (may not be needed).