

First Unitarian Church of Oakland  
Board of Trustees Meeting  
May 28, 2013—7:15 pm to 9:45 pm at 3<sup>rd</sup> Floor, Open Space

Present: Board of Trustees Members: Jill Miller, Jaki Lee, Dan Goss, Brian Jeffries, Chris Sutherland, Margaret Woodside, Claudia Morgan and Anne Lown.  
Executive Team members: Jodi Mathies, Molly Hermes and Linda Hodges

**Consent Agenda**

Motion: Claudia moved to approve the Consent agenda. Randall seconded it.  
Removed the May 23<sup>rd</sup> BoT minutes for corrections.

**Approval of past minutes**

Margaret moved to withhold the minutes from April 23<sup>rd</sup> to make corrections.  
Randall seconded it.

Chris moved to accept the other 4 sets of minutes.

Minutes of 4/30/13-approved

Minutes of 5/12/13-approved

Minutes of 5/16/13-approved

Brian seconded it. All in favor-unanimous.

**Multicultural exercise**

**Margaret**

Brian volunteered to do the next multi-cultural exercise.

**Summary of past month board activities**

**Dan**

Discussion about posting BoT minutes and summary of BoT activities on the FUCO website. No decision on how/where to post.

**The negotiated settlement**

**Chris**

The negotiated settlement is finalized by all parties as of last week. Kathy's last day with the congregation is July 9, 2013.

Chris offered thanks to the negotiating committee including Jill, Dick, Jack, Brian and Bev for the tremendous amount of work done in a short amount of time.

**Interim Minister**

**Anne**

Interim Minister, Rev. Edward Brock and the church now have a signed contract. He will start in the office on Sept 3. Sept 8 will be his first service.

Chris thanked the interim search committee including Randall, Margaret, Claire, Bev and Judith and Anne.

**Congregation communication**

**Dan**

When we want to communicate we should let Linda Hodges know what way we want to communicate with the congregation.

One BoT member will write a Sower Article each month.

If someone wants to post something publically, then it gets written up and circulated among the board members. Members have one week to respond. Lack of response indicates consent.

**Motion:** Margaret moved to form a communication subcommittee of the board for the foreseeable future to be in more constant communication with the congregation.

Members are Claudia, Chris, Margaret and Dan.

Brian seconded it.

Unanimous approval.

**Motion:** Jill moved that the communication subcommittee will meet and decide on what they would like to do and come back and present that proposal to the BoT for approval.

Seconded by Randall.

Unanimous approval.

Tasks: Chris will write an email to communicate about the negotiated settlement and send to the ET.

The board approved Chris to distribute her communication about the negotiated settlement to the church community.

### **The CoSM**

**Dan**

Discussion on whether the CoSM and Journey Towards Wholeness (JTW) are committees of the board?

At the 4/23/13 meeting it was decided that the CosM will remain as is and will report to the BoT.

Continued discussion on the role of CoSM and its placement (under BoT or congregation) to continue in June after people have time to read over past documents on the CoSM.

Committee to work on this: Chris, Randall, Charlotte to pull together the documents related to CoSM and discuss at the June meeting.

Jill agreed to look up past documents related to JTW and whether it is placed under the BoT.

### **Time with Senior Minister and Good-bye**

**Chris**

### **Check in, Questions and Discussion with the ET**

**ET**

Members of the ET raised a number of questions about the exact role of the ET, its relationship to future interim minister and to fundraising and financial management.

**Motion:** Dan—moved to establish an ET-board liaison committee whose purpose is to clarify questions related to the relationship between the board and the ET. Members will be: Chris, Dan, and Brian.

Brian seconded the motion.

Unanimous approval.

This is not seen as a long standing committee.

**Fiscal issues:**

Chris

**Motion:** Claudia moved to move the Minister’s discretionary account from Wells Fargo to Community Bank of the Bay and give Rev. Jacqueline signing authority.

Jill: seconded the motion

Discussion:

All in favor. Unanimous approval.

**Discussion about exit interview with Latham**

Chris

It is standard practice to do an exit interview—Robert will meet with Kathy and Robert will meet with the board. It can be up to a 2 hour meeting.

We do not need the full board present, but we needed a well-rounded viewpoint.

Task: Anne-Create a doodle poll to find a time.

2 hours: include Robert Latham, Giselle Ampuero, Bob Crowe and all current board members.

**Process Observations:**

Whole Board

The board met in a closed meeting to discuss Claire’s letter.

**TASKS**

- 1) Chris will write an email to communicate about the negotiated settlement and send to the ET.
- 2) Pull together documents on the CoSM for the June meeting. Committee to work on this: Chris, Jill, Randall, Charlotte.
- 3) Kathy to correct small typo on SM report and resend.
- 4) Anne: Create a doodle poll to find a time for exit interview