

**First Unitarian Church of Oakland  
Board of Trustees Meeting  
September 27, 2005, 7:00 p.m.**

**Board members present:** Karen Eng (Secretary), Katrinca Ford (Board President), Renee Harper, Bob Hood (Board Vice President), Laila Ibrahim, Jack Macy, Cathy Rion and Michael Rothhammer. **Also in attendance:** Neal T. Anderson (Starr King School for the Ministry student), Rev. Cinnamon Daniel (Education Minister), Dan Goss (Executive Team), Rev. Kathy Huff (Congregational Minister), Judith Hunt (Committee on Ministry), Diane Schweitzer (Membership Council Convenor), Beverly Smrha (Facilitator of Planning Segment), Chris Sutherland (Co-Lead Convenor) and Charla Weiss (Church Manager).

**Actions Needed**

**Katrinca Ford** – Write article for “Sower” about Leadership. The deadline for submission is October 10.

**Katrinca Ford, Laila Ibrahim and Jack Macy** – Draft Annual Plan for discussion at October Board meeting.

**The Chalice was lit.**

**Annual Plan:** After a review of the Board policy regarding the Annual Plan and a reading of the 2005 Annual Plan, the Board heard reports on progress made last year. Bob Hood spoke about Reconstruction & Restoration and Membership. Laila Ibrahim spoke about the Journey Towards Wholeness.

Beverly Smrha facilitated a discussion of priorities and visions for 2006 which will continue the same themes and add a new goal related to fair compensation. Katrinca Ford, Laila Ibrahim and Jack Macy will write a draft 2006 Annual Plan for discussion and adoption at the October meeting.

**Text of the Month (Rev. Cinnamon Daniel)** The text of the month is from Mother Teresa.

**Board Business (Katrinca Ford)**

**Confirmation of Cathy Rion’s Appointment to the Board.** Renee Harper moved, Laila Ibrahim seconded, that Cathy Rion be appointed to the Board. Passed.

The Litany of Welcome was read.

**Selection of Karen Eng as Board Secretary.** Renee Harper moved, Laila Ibrahim seconded, that Karen Eng be appointed Board Secretary. Passed

**Thank you cards** will be sent to Beverly Smrha for her facilitation, and to Eva Lee for her work as the toddler child care provider.

**August Minutes.** The August minutes were approved.

**Confirmation of appointment to Committee on Ministry.** Randall Wright was confirmed as a member of the Committee on Ministry.

**Balazs Scholar 2006-07.** Hosting next year's scholar was approved. Katrinca will write a letter to the committee to formally confirm this.

**Stewardship Campaign (Bob Hood).** Laila Ibrahim moved, Karen Eng seconded a budget of \$1,400 be approved for the Feast of Appreciation and other stewardship campaign costs. Passed.

**Executive Team Report (Dan Goss)** The written report was read and discussed.

**Manager's Report (Charla Weiss)** The written report was discussed.

**Education Minister's Report (Rev. Cinnamon Daniel)** The written report was discussed.

**Congregational Minister's Report (Rev. Kathy Huff)** The written report was discussed.  
Requested action items include:

Two board members along with Rev. Kathy Huff to attend the mid-sized church conference in Phoenix in March.

Welcoming Congregation discussion at the February, 2006 Board meeting in preparation for the March Annual Meeting.

Plea to minimize extra requests for help from staff.

**Asset Manager's Report (Charla Weiss)** The written report was distributed for review by board members with time for discussion at the October meeting.

**Those present shared meeting reactions.**

**The meeting was adjourned at 9:45 p.m.**

Respectfully submitted,  
Eva Bunce, Scribe