

**First Unitarian Church of Oakland
Board of Trustees Meeting
February 28, 2006, 7:05 p.m.**

Board members present: Karen Eng (Secretary), Katrinca Ford (Board President), Reneé Harper, Tom Haw, Bob Hood (Board Vice President), and Cathy Rion. **Also in attendance:** Rev. Cinnamon Daniel (Education Minister), Dan Goss (Executive Team), Rev. Kathy Huff (Congregational Minister), and Charla Weiss (Church Manager).

Actions Needed

<p>Dan Goss and Bob Hood – job description for Board Treasurer to propose to the congregation to amend the by-laws</p> <p>Bob Hood – Annual Meeting Agenda refinements</p> <p>Kathy Huff – Disruptive Persons Policy</p> <p>Bob Hood – Article for April <i>Sower</i> – Mid-Sized Church Conference</p> <p>Reneé Harper – Article for May <i>Sower</i> – Ends Policy</p> <p>Cathy Rion – Article for June <i>Sower</i> – Annual Meeting</p> <p>Bob Hood and Laila Ibrahim – Church Manager compensation process</p> <p>Board Speaks With One Voice Policy</p> <p>Karen Eng – New Board orientation, April 12</p>

The Chalice was lit.

Text of the Month (Rev. Cinnamon Daniel) Copy of Bodhesattva Prayer was distributed.

Thank You Card (Katrinca Ford) Cards were sent to Stefan Schneider and Andrea Aerts.

Ends Statements (Reneé Harper) Ends Policies were approved and Reneé Harper and Laila Ibrahim thanked for their efforts.

Board Speaks with One Voice Policy: There were questions about the requirement of the Board Speaks with One Voice Policy and what that means. This issue will be put on a future agenda to be discussed and clarified.

Annual Meeting Agenda (Katrinca Ford) Concerns about whether the Welcoming Congregations and Journey Towards Wholeness commitments would dilute the efforts of both were discussed. Should the Annual Plan have a place on the agenda, as well as the need to lease Hamilton Hall to the Center for Urban Family Life for a 20-year period to qualify for grant money?

Sower Articles (Katrinca Ford) It was decided that Bob Hood would report on the Mid-Sized Church Conference in April; Reneé Harper will be asked to write on the Ends Policy in May; and Cathy Rion will report on the Annual Meeting in June.

Church Manager Compensation recommendation process (Katrinca Ford) Bob Hood and Laila Ibrahim will study this process and make recommendations to the Board.

Congregational Minister Report (Kathy Huff) A written report was submitted. She is in the midst of travel doing UUA justice ministry and then to the Mid-Sized Church Conference. She will start work on the Disruptive Persons Policy in the near future.

New Board Orientation and Board Retreat: The new Board orientation is scheduled for Wednesday, April 12 and will be hosted by Karen Eng. The Board Retreat is scheduled for Saturday, May 20.

Church Manager (Charla Weiss) Written report submitted. She has been busy getting the Bookstore up and running, beginning the planning for the silent auction. She will have a budget report for the next meeting.

Executive Team Report (Dan Goss) Written report submitted. The new safety policy and the process for Board meeting participants to comply were discussed. During closing comments requests for escorts or rides will be made.

Education Minister Report (Cinnamon Daniel) A written report was submitted. The Library will reopen on March 12 and a celebration is planned for 12:30.

Nominating Committee (Bob Hood and Reneé Harper) Richard Bruehl, Chris Palm and Mark Savage will be nominated for a three-year term. Cathy Rion will be nominated for a two-year term.

Bob Hood will have a treasurer's job description ready for the next Board meeting.

Nominee for Lay Executive Team Member (Dan Goss) An individual has been identified and will be announced at the next meeting. It was agreed that in the future the Board should be involved earlier in the process of identifying candidates, so that the lay member more clearly represents the laity. It was noted that eventually the Executive Team might no longer include a lay member.

Consent Calendar

The minutes of the December meeting were approved.

Those present shared meeting reactions.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,
Eva Bunce, Scribe