

**First Unitarian Church of Oakland  
Board of Trustees Meeting  
February 27, 2007, 7:05 p.m.**

**Board members present:** Richard Bruehl, Karen Eng (Secretary), Reneé Harper, Bob Hood (Board President), Jack Macy (Treasurer), Chris Palm, and Mark Savage. **Also in attendance:** Kathy Huff (Minister), Judith Hunt (Executive Team), Tom Bretthauer (Committee on Ministry), and Charla Weiss (Church Manager).

**Actions Needed**

<p><b>Develop policies regarding Board Committees – Passiflora Group</b> <b>Work with JTW Team to revise by-laws – Laila Ibrahim and Cathy Rion</b></p>
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**The Chalice was lit and those in attendance checked in.**

**Board Business**

**Process Observer** Mark Savage volunteered.

**Concerns** were brought to the Board's attention regarding accountability for certain commitments made as part of previous capital fund raising campaigns. The naming signs have been ordered and will be installed in the near future. It is felt that the Board has a responsibility to ensure that timely acknowledgements of contributions be made. Bob Hood is taking the lead on the resolution of outstanding issues.

It was decided that no vote would be taken at the Annual Meeting regarding embarking on a capital campaign until previous campaign issues have been resolved.

**Annual Priorities** – The board adopted the following policy for replacing existing language regarding Annual Plans. The new policy addresses the timetable for setting priorities and establishes board accountability to the congregation.

**H. Annual Priorities:** To inform the efforts of the board, minister(s), ET and lay leadership, the Board will create annual priorities for the church year. Accordingly,

1. The Priorities will be developed each year in time for the annual Congregational Meeting so that they can be disseminated widely during the planning period for the upcoming church year..
2. In developing the Priorities, the Board will consider the Ends Policies, the by-laws and input gathered from the lay leadership, the settled minister(s) and the Executive Team over the course of the year.
3. The Board will actively encourage the Executive Team and lay leaders to embrace the priorities, support them in moving the priorities forward and refer to the priorities whenever appropriate and possible.
4. The Board shall make a formal report to the congregation on the progress made on the year's priorities at the annual meeting.

Jack Macy moved and Reneé Harper seconded that the Annual Priorities document be approved. Approved.

**Sabbatical Planning (Kathy Huff and Tom Bretthauer)** In consultation with Rev. Kathy Huff, the Committee on Ministry proposes that the Board approve a five-month sabbatical for the

period February through July 2008, and asks that the Board appoint a Trustee to be a member of the Sabbatical Leave Steering Team. Mark Savage volunteered to be the Board liaison. Mark Savage moved, Reneé Harper seconded, (a) to approve a five-month sabbatical for Rev. Kathy Huff from February to July, 2008, with the precise dates to be worked out as part of this and other details to be included in the traditional sabbatical agreement to be approved and executed by the Board and Rev. Huff prior to the sabbatical, and (b) to appoint Mark Savage as a member of the Sabbatical Leave Steering Team. Passed.

**Anti-Racism Activity (Karen Eng)** Discussion regarding similarities and differences in the struggle for both racial and LGBTIQQ justice.

**Policy Discussion/Development (Reneé Harper, Jack Macy, Richard Bruehl)** These policies are needed to clarify the relationship between the Board and its Advisory Committees. There was not enough time to discuss each of the proposals. Renee offered to continue to work on developing this policy.

### **Consent Calendar**

Calendar items:

December, 2006 Board minutes

Reports from Congregational Minister, Church Administrator and Executive Team

Mark Savage moved, Reneé Harper second that consent calendar be approved. Passed.

**Process Observer Feedback (Mark Savage)** There was good listening behavior but problems staying within the time frame.

**The meeting was adjourned at 9:10 p.m.**

Respectfully submitted,  
Eva Bunce, Scribe