

Minutes

First Unitarian church of Oakland Board of Trustees

June 22, 2010

Meeting started at 7:37 p.m. in the Starr King room.

In attendance were ReeAnn Dixon, Catherine Ishida, Charla Weiss, Giselle Ampuero, Julie Baeder, Noemi deGuzman, Rinda Bartley, Jon Greer and Rev. Kathy Huff

Absent: Bev Smrha, Charles Williams, Bob Crowe, Dan Goss.

It was determined that a quorum was present.

Jon Greer opened the meeting with a reading from Rev. Kathy's Senior Minister's report and from our Hymnal.

Agenda:

Noemi de Guzman reviewed the agenda, noting the addition of the proposal to approve congregational sponsorship of Catherine Ishida.

We removed the Journey Toward Wholeness Transformation Team update due to Charles Williams' absence. Noemi directed us to an email message from Charles with pertinent information.

Consent Calendar

Consent calendar approved unanimously;

- approved minutes from May 25, 2010 Board meeting
- Acknowledged receipt of monthly Senior Minister's report, June 2010
- Acknowledged steering committee action to appoint Mary Foran as delegate to the UUA General Assembly

Connecting with the Senior Minister

Dan Kane and Rev. Huff prepared us for the campaign for the Diversity of Ministry Initiative. This initiative will support a part time assistant minister of color for 3 years at UUOakland with the intention to become permanent/sustainable. Passed out draft letter to congregation written by Mary Foran. Letter was discussed and suggestions made. Members of the board prepared for discussions we may have with congregants. The excitement of the vision balances the logistical and financial sustainability questions. Board and ET role in directing resources and

energy for success were discussed. How will we measure the success of the project? No specific answer, but we must develop one. Challenges in finding a candidate who will be able to come in and quickly become effective and take hold. Dan discussed plan for fund raising. We need to raise \$50,000 this summer, with \$10,000 expected by July 4. Dan will be preaching July 4. Letter, FAQ and post card will be mailed 6/28. Discussion table and materials available on July 4. Suggestion to have pledge cards available on July 4. There will be speakers weekly for the rest of the summer on why this vision is important to the speaker. Mary Foran is preaching on August 24 – end of campaign. Outreach efforts beyond the church as well. All levels of donations are encouraged – all members and friends!

Board Priorities and Calendaring

After discussion, the following was determined:

1. Rinda and Dan, with the assistance of the Steering Team, will establish a board calendar by next meeting. The format will be Google or Yahoo so that all board and ET members will have read access, and a subgroup will have write access. Monitoring activities and timelines will be placed on the calendar, as well as other board activities, as they are scheduled.
2. Our previous plan for a 4-6 month process for deeply monitoring each end was reviewed and confirmed.
3. ET will return in August or September with their interpretation of all three of our ends and a suggestion for the order in which they would like to address them in our monitoring process.
4. Rinda put out a reminder that we need to revise the limitations policies and determine how and when to monitor them.

Process Monitoring

Process observations were made by Jon Greer

Break

Congregational survey

Jon reported no significant progress since last meeting. In light of the previous conversation, Jon suggested that we delay detailed work on the survey until we have the interpretations of the ends from the ET. Agreed. Jon wants to do more toward his role as treasurer.

Communication and Linkage

ReeAnn passed around the current leadership roster and noted that she doesn't know all of what the groups are doing. She wondered if we should invite reps from the groups to report to us periodically. We discussed that we may choose to do that (along with other methods of linkage) during our monitoring and linkage around specific ends, and how important it is that individual board members attend as many events in the church as possible in order to be

aware, visible and supportive. Rev. Kathy reminded us that the volunteer job descriptions exist on the web, so that all members and friends have access to what groups are doing and what each role entails.

Summary of discussion highlights and decisions for Institutional Memory

1. Rechartering of the Committee on Ministry needs to be done.
2. Assistant Minister for Community Engagement – Wow, it's a big deal!
3. A suggestion was made to tape the sermon on July 4 for the website and for the historical record.
4. "I like order and like the orderly way in which our business is progressing."
5. Though we are entering the summer months, there is still a lot of work being done. Gratitude for that.
6. Cat expressed her gratitude for sponsorship from Oakland. Our sponsorship is powerful because of the powerful vision of the Oakland church.
7. ET needs a description of the endowment committee – Jon will do it for next meeting.
8. Jon will check in with the Endowment Committee in case they need direction/support.
9. Noemi, in the future, will list upcoming church events so that we can decide who will attend each.

Assignments and Next meeting agenda

Noemi led us in a discussion of upcoming meetings. There will be **NO** board retreat in July because there will be no quorum available on July 10 or on any other July Saturday. Steering Committee **WILL** meet to work on calendaring task, and will share the date and time when it is scheduled so that any trustee may join to assist if they wish.

Regular July meeting will be held on July 27. Quorum will be present.

Agenda items – Calendar, JTW update, no SM report.

Snacks - Charles, Sower and Web article - ReeAnn, Thank you notes - Jon, Opening and closing - Dan

Process Monitoring

Process observations were made by Giselle Ampuero.

Closing - Jon closed the meeting with another reading from the Hymnal at approximately 9:30 p.m.