

## **First Unitarian Church of Oakland Board of Trustees**

### **Minutes of March 22, 2011 Meeting**

The meeting was called to order at 7:40pm. in the Starr King room at church.

In attendance: Giselle Ampuero, Rinda Bartley, Bob Crowe, ReeAnn Dixon, Dan Goss, Jon Greer, Noemi de Guzman, Andy Lee, Jill Miller, Beverly Smrha, Charles Williams, Margaret Woodside; as well as Reverend Kathy Huff and Julie Baeder.

#### **Opening Reading and the Chalice Lighting**

- Opening reading was presented by Bob.
- Reading of the Board Covenant.
- Litany of Welcome to new trustees: Andy Lee, Jill Miller, and Margaret Woodside.
- Farewell to departing trustees: Charles Williams, Dan Goss, Noemi de Guzman.
- Departing trustees left the board meeting.
- Election of new officers: President, Giselle Ampuero; Vice-President, Rinda Bartley; Secretary, Bev Smrha; Treasurer, Jon Greet. Motion was accepted by a unanimous vote.
- As we were running behind schedule, the timing of some agenda items was tightened up.

#### **Review of the Past**

- The Stewardship Committee Semiannual Report was presented by Jon Greer. A written report will be forthcoming. Our pledge income is insufficient; we now have staff support to our stewardship work; the total number of pledging units is down; new members pledge after they complete the new member course; we are considering the feasibility of bringing in an outside fund-raising consultant.
- The Financial Activities Quarterly Report of 2010 Q4 was presented by Julie Baeder. She led a detailed examination with the board.
- Rev Kathy presented a Monthly Executive Report for February 2011. The detailed Management Team Process is still being developed; preparation by the staff for the Annual Meeting was very demanding; our next 3-5 years require financial upgrades; we will retire the building debt; incorporate the line-item for the Associate Minister into the regular budget; the presentation of our finances at the Annual Business Meeting was important.

## **Consent Agenda**

- We approved the revised minutes of the February 22, 2011 Board Meeting.
- We acknowledged receipt of the Committee on Ministry semiannual report.
- We appointed as delegates to the Pacific Central District Assembly: Claire Eustace, Judith Hunt, Mary Foran, and Beverly Smrha.
- We acknowledged the board's unanimous written consent to the revised annual congregational meeting rules of order on March 12, 2011.
- We extended the deadline for applications to become a delegate to the 2011 Pacific Central District Assembly to April 15, 2011.
- A motion to accept the Consent Agenda was by unanimous vote.

## **Connecting with Senior Minister**

- Rev Kathy brought us up to date on the Multicultural Consultation of the UUA that she is participating with; ten thriving congregations are participating; we are partnering with the Mt. Diablo Church in the appreciative inquiry process.

## **Process Observations**

- Bob and Bev shared their observations of our process.

## **Creation of the Future**

- The board reviewed and responded to the draft interpretation of the church end: transformation within that was prepared by the Executive Team.
- The board establishes the ends and the Executive has the responsibility to interpret the ends.
- The board continually monitors the congregation with regard to the ends and the interpretation.
- We reviewed what were the lessons learned from the recent Annual Congregational meeting.
- We need an exhaustive check-list for our annual meeting process.
- Appreciative Inquiry is a dynamic tool; we had a full room; attendance high; the children and youth process was very creative; breaking the meeting into two distinct sections didn't always work as well because of the lost focus; the lunch table setting may have hindered the focus; a more formal discussion structure may have worked better for some; the questions were appreciated; there was positive feedback about the financial report in the business meeting; it was a long complicated day that confused some folks; the Appreciative Inquiry process was unfamiliar to some people; the youth vision was exciting; the continuum went well; changing pace during the day worked well; Appreciative Inquiry was interesting; the process deepened the

community; it provided a transparent church and a sense of community; the process grows our understanding of church; it was multi-generational; there were 90 participants in the Appreciative Inquiry process; 74 members made up the quorum; our people want to have deep conversations with each other; we need to understand more about Appreciative Inquiry throughout our congregations; running out of time was very hard to do; should the minister make a presentation.

- We had a short discussion about linkage efforts.

### **Summary of Discussion Highlights and Decisions for Institutional Memory**

- Review the feedback of the annual meeting at our next board meeting.
- Revisit the multicultural church document that was presented by Rev Kathy.

### **Next Steps: Assignments and Next Meeting Agenda**

- We need a new sign-up sheet for the board tasks.
- We need a calendar review.
- Bob will be meeting with the new members at the new member class.
- April 9 Retreat will be hosted by Margaret, in Walnut Creek .
- Giselle and Rinda will set the agenda.
- We will review some of the board processes, how we do our business.

### **Process Observations**

- Jon and ReeAnn shared their observations of our process.

### **Closing Circle**

- Closing Reading was presented by Bob.