

First Unitarian Church of Oakland Board of Trustees
Minutes of October 25, 2011 Board Meeting
Approved at November 2011 Board Meeting

The meeting was called to order at 7:35pm, at the home of Giselle Ampuero. (*The meeting was moved at the last moment because the church building needed to be closed due to the street activity.*) In attendance: Giselle Ampuero, Rinda Bartley, Bob Crowe, Andy Lee, Margaret Woodside, Beverly Smrha. Also in attendance: Rev. Kathy Huff, Linda Hodges, Kristen Montan, and Julie Baeder.

Opening Reading and Chalice Lighting

- Reading was presented by Margaret.

Consent Agenda

- Approved the minutes of September 27, 2011 Board meeting.
- Acknowledged the receipt of Senior Minister's Executive report, October 25, 2011.

Connecting with Church Coordinating Team: Program

- Linda Hodges and Kristen Montan outlined their responsibilities and the processes being used to connect with the congregation leadership.
- The Coordinating Team is responsible for the day to day administration and management of church operations and the health and success of our Every Member Ministry.
- The Program Duo is charged with the overall programming health in the church.
- The primary work so far is the revamping of the coffee hour into the new hospitality.
- The focus is on an inviting room of rainbow colors, personal connections and fair trade coffee served in coffee shop atmosphere.
- The hospitality hour is being hosted, on a rotational basis.
- People are finding it easier to connect with each other and they are staying longer.
- We are using good quality fair trade coffee.
- There is attention given to equal accessibility for all.
- This is part of our every member ministry and our spiritual co-op.

2011-2012 Board Annual Priority #3 (Multi-Cultural)

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- We want to continue the conversation about becoming an anti-racist multi-cultural organization.
- We want to hear more personal stories that can help us broaden our perspectives.
- We want to engage in conversations about the "White Supremacy Culture" article by Tema Okun and other similar documents, and how these dynamics might affect our own organization.
- We want to be more challenged on topics that we might have taken for granted.

- We want to deepen our understanding of our own expectations and barriers to meet the vision/mission of our organization.
- We want to pay attention to this priority at each Board meeting.
- We need more resources, such as videos and articles that might stretch our perspectives.
- We want to purposefully build-in a couple of caucuses at Board meetings.
- We want to work on case studies.
- We will pay attention to what comes up at the LEAD weekend.
- We will pay attention to the way we are doing stewardship from the lens of anti-oppression.

Connecting with the Church Coordinating Team: Fiscal Health

- A detailed review of the 3 year budget projections was presented by Julie Baeder on behalf of the Finance Committee (Julie Baeder, Rev Kathy Huff, Linda Hodges).
- The preliminary 2012 Budget Assumptions as of 10/19/11 was presented.

Stewardship Assessment conversation

- This item was postponed for one month.

Connecting with the Executive

- Rev. Kathy suggested that the policy regarding the establishment and membership appointments of the Stewardship Committee be clarified.
- Bob Crowe and Beverly Smrha agreed to review the entire section of the policy and make edit suggestions for the Board.

Connecting with Leadership Development Team

- Registration details for the upcoming LEAD weekend retreat were reviewed. As of today, there are 45 confirmed, 50-55 probably, 40 from Oakland, 10-15 from San Jose.
- The event looks like it will be a very good event.
- The food is being catered from the Faithful Fools organization.
- Bob is hosting the guest speaker, bringing him from the airport, etc.
- Rachael Jeffries is the new Team Leader for the Leadership Development Team.
- Membership on the Team is Elinor Mattern, Linda Propert and Bob Crowe.

2011-2012 Board Annual Priority #2 (Stewardship)

- An update on our Stewardship work was presented.
- The first event of the Stewardship campaign, the Fall Fiesta, was a success.
- Bob will track pledges in the church office each Thursday.
- An effort to increase pledges from new church members has resulted in a 10% increase, almost all are now ongoing pledges.
- Stewards and the 5 House Party Hosts have been trained.
- Events to be completed by November 20.

2011-2012 Board Annual Priority #1 (Congregational Survey)

- The Congregational Survey draft was reviewed.
- The Board Approved the Congregational Survey, as of 10/25/11.
- A Board member, Giselle, will have access to the information received.
- Paper copies will be made available to those members who need them.
- We will provide cupcakes as incentive for filing the Survey.
- The Board will host Conversation Circles for discussion purposes.

2011-2012 Board Annual Priority #1 (Linkage)

- This item was postponed until next month.

Summary of Discussion Highlights and Decisions for Institutional Memory (Reminders of Issues Raised and Ideas for the Future)

- We are creating a sea-change in the culture of our congregation.
- We are giving the green-light to the Survey.
- Two Board members will work on editing changes in language to a policy.
- We thank Tom Haw and Andy Lee for volunteering to provide Treasurer's work to the Capital Campaign.
- Regarding our thank you notes: how do we determine who receives these.
- The Assessment Report needs processing and review.
- The Board Circle Conversations need to be actually set up as soon as the survey release time is determined.
- We expect that in January we will have the results of the Survey.

Assignments and Next Meeting Agenda

- We reviewed the Calendar of events so that the maximum number of Board members could participate.
- The new Schedule of Monthly board meeting tasks was circulated for sign ups.

Process Observations

- Margaret Woodside, Bob Crowe, Rinda Bartley, and Beverly Smrha presented their process observations of the entire meeting.

Closing Circle

- Reading presented by Margaret Woodside.
- Meeting closed at 9:30pm.

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