

# First Unitarian Church of Oakland Board of Trustees

## MINUTES OF MARCH 27, 2012 BOARD MEETING

The meeting was called to order at 7:25 pm in the Starr King Room by Giselle Ampuero, President. In attendance were: Giselle Ampuero, Andrew Lee, Claudia Morgan, Jill Miller, Randall Wright, Brian Jeffries, Bob Crowe, Beverly Smrha, Margaret Woodside and Rev. Kathy Huff.

### Opening and Chalice Lighting

Reading and Chalice lighting by Giselle Ampuero

### Reading of the Board Covenant

Andrew Lee

### Board Transition

Litany of welcome to the new trustees: Brian, Claudia, Anne and Randall

Farewell to departing Trustees: Rinda and Beverly

### Election of New Officers:

President- Giselle

Vice President-Jill

Secretary-Margaret

Treasurer-Bob

### Lessons from the Annual Meeting

In general, the trustees believed that it was a success. We had a large attendance, a well received report from the financial officer, and a good feeling in the room. A number of suggestions for the future were noted and recorded and will be studied for guidance in planning next year's event.

### Board Annual Priorities

The trustees reviewed the three annual priorities adopted in 2011 related to monitoring, financial health, and racism. The board will consider adopting new priorities or refocusing on specifics from previous priorities.

### Consent agenda

Approved minutes of the February 28, 2012 board meeting.

Acknowledged receipt of March 26, 2012 Executive's Asset Management Report

Appointed delegates to PC District Assembly: Emily Stopper, Pegah Dardoost, Alex Haider-Winnet, Joani blank, Beverly Smrha.

### Connecting with the Senior Minister

Rev. Kathy reported on her schedule for April. She also reported that a June date for a luncheon for the staff and regular volunteers would be welcome. The board acknowledged receipt of the March 26 Senior Minister's Report.

## **Creation of the Future**

Board priority #3 2011-12

Process observation and caucus training: Jill Miller and Giselle Ampuero.

Process monitoring and Caucusing are two methods by which the board relates our work to our board Priority #3 which addresses racism within our walls. Process monitoring is often assigned to people but it is the job of all. Often lately, we have asked for observations from the whole group. Jill also described caucusing.

There was a good discussion.

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

How we can make the Annual Meeting better.

How much the board needs to do to help staff with the meeting: communication, get reports together for packet.

Specifically, how do we arrive at board priorities and keep them doable.

Happy about attention to racial subjects

Need to continue to look at Congregational survey and how to use it, improve on it.

Continue to monitor the process in our meetings

Look at a revision of the board covenant

Consider moving the quarterly board retreat to church

## **Next Steps**

Giselle passed around a list of meeting dates and jobs for meeting. Asked that each member sign up for 5 tasks.

The Board Calendar was reviewed. The Board training with Unity Consultant, May 12, 2012

Appreciation Brunch for staff and regular volunteers, June 3, 2012

## **Process Observation**

Whole board

## **Closing Circle**

Giselle

Adjourned at 10 pm

Respectfully submitted,

Margaret Woodside, Board secretary