

**First Unitarian church of Oakland Board of Trustees**  
**Minutes of Board Meeting July 24, 2012**

Present: Rev. Kathy Huff, Anne Lown, Claudia Morgan, Randall Wright, Andy Lee, Jill Miller, Margaret Woodside and President Giselle Ampuero, Charlotte Dickson from the Committee on Ministry.

**The meeting was called to order in the Starr King Room at 7:15 by Giselle Ampuero, President.**

**Opening Words, Chalice Lighting and Reading of the Board Covenant**

Anne Lown

**Consent Agenda**

The minutes of the June 26, 2012 meeting were accepted as read. The minutes of the Board Retreat were removed for further additions. Receipt of the Senior Minister's Report was acknowledged.

**Connecting with the Executive**

Rev. Kathy circulated 3 handouts: Multi-Culturalism from UUA. Organizational Paradigm; Policy governance handout from Atlanta UU Church. On the scent sensitivity issue, Kathy reported the detail in her written report, which included this being considered an important Justice issue and CT working on various practices and policies to help make our church more fragrance free and inclusive for those with chemical sensitivities and illnesses. Board told to also look for more communications about what we can all do to make our church "fragrance free." Kathy is looking at the construction of the Coordinating Team with an eye toward making changes as needed for effectiveness. She will report out as things develop. The board also received a Growth Report. Kathy will be on vacation from July 29 to August 8.

**Financial Health and Stewardship Update**

Since Bob Crowe was unable to attend, this update was postponed until the August Board Meeting.

**Racial Identity Activity**

Jill Miller presented this small group activity which focused on family stories.

**Report from the CoM on the Formation of the Transition Group and a discussion of the CoM's process of evaluation of the Senior Minister**

Charlotte Dickson reported that the Transition Committee now consists of the following church members: Bev Smrha, Jodie Mathies, Jill Miller, Charles Williams, and Noemi de Guzman have been invited to participate on the Transition Committee on the call to our ministry of Rev. Jacqueline. Hope to be able to be finished by Thanksgiving and be able to report to the Board at the December meeting.

## **Discussion on Ministerial Assessment**

Charlotte brought a copy of the Charter of the Committee On Ministry. There has been some revision of the original charter. The COM evaluates the settled ministers every 3 years per the Letter of Agreement with Rev. Kathy. Next process will be in 2013. Much discussion ensued. Board urged greater transparency about who participates, how evaluation takes place, and what happens to the information gathered.

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

Committee On Ministry charter

How can we communicate the evaluation process to the congregation?

Items not covered in this meeting:

Financial responsibility and Stewardship

Q & A Time- Agenda Items and Time Management

Annual Priorities

Open Meetings

Strategies for communicating with the congregation

## **Process Observations All Trustees**

## **Closing Circle Anne Lown**

The meeting was adjourned at 10:15 pm

Respectfully submitted,

Margaret Woodside, Board Secretary