

First Unitarian Church of Oakland
Abbreviated Year-End Board of Trustees Meeting
January 28, 2014-- 7:15 pm to 10:00, 3rd Floor, Open Space

Present: Andy Lee, Jill Miller, Margaret Woodside, Chris Sutherland, Randall Wright, Brian Jeffries, Claudia Morgan, Anne Lown and Rev. Ed Brock

Absent: Jaki Lee

Guests: Bev Smrha, Jodie, Emily Stopper, Cile Beatty, Charles Masten, Therese Jimenez

The meeting commenced at 7:25 pm

Approval of the agenda and minutes
Unanimous approval

Randall: opening reading-Howard Thurman

1. Approve New Member for JTW

MOTION: Anne moved to approve Mo Kashmiri to join JTW

Claudia seconded.

Unanimous approval.

2. Annual Meeting Preparation

1) Report on nominating process

Bev described the progress of the Nom Com with their 3 members, Bev, Giselle Ampuero and Dennis Rowcliff. They have a few possible nominees and some have already agreed to be nominees. The Nom Com will also have a panel of new nom com members for next year. One spot will be designated for a person who is willing to serve one year to fill out Anne's term.

2) Implement procedure for private voting

Two people should count ballots for quality assurance. The ET pulls together a list of all members. Based on that list, we would have a blank ballot for each person with their name on the upper side of the ballot. As people come in they give their name and then we give them their ballot labeled with their name. That section can be ripped off before the remaining part of the ballot with the vote on it is thrown into a basket. We will also have extra blank ballots as provisional ballots available if someone's name is not on the list and they think there are an eligible voting member. People will be allowed to check a box and write-in candidates.

3) Preparation of report for the Annual Meeting

All reports for the Annual Meeting packet are due on March 2. Claudia will reach out to all committees to collect these reports. Chris will produce the requisite number of Annual Meeting Packets for the meeting.

4) Staffing of the Annual Meeting-no discussion

- 5) ET requested clarification of definition of membership and clarity regarding voting eligibility (clarify a slight discrepancy).
Chris read the FUCO by-laws and the UUA criteria. The quandary is whether or not someone can be a voting member when a couple/family gives \$100 as a total (not per person) so there is less than \$100 per member. And does the \$100 have to go to the General Operating budget. Meanwhile, provisional ballots will be provided for people in the grey zone.
- 6) Identify parliamentarian and moderator
Action: Jill and Margaret will identify a moderator for the next board meeting. Emily Stopper will be the parliamentarian with Judith Hunt as the back-up.
- 7) Stewardship team will provide breakfast.

Suggested by-law change. We could introduce the possibility of a by-law change at the town hall meeting on Sunday, February 23rd. Ask congregation for some input on these by-law changes. The by-law change would clarify two things: 1) specify that a voting member would have to have donated at least \$100 to the general operating budget in the past year and 2) a voting member includes age 18 years old or older who have pledged the equivalent of \$100.

3) Finances

- 1) Closing the gap committee, progress report – Chris
We approved a budget at the December meeting with a \$14,800 gap. That group closed the gap with additional donations, new UTunes, additional rental income and additional pledges. In February, the new balanced budget will need to be voted on and approved.
- 2) Setting financial priorities for the year
- 3) Outline of three-meeting process to clarify our financial policy: i) discuss our financial values; ii) discuss alternatives and wording, and iii) approve our financial policy.

Moved this agenda item to February.

Multicultural Exercise to raise awareness of class issues. (Jill)

4) Transition Committee Discussion

What is the timeline? Who will be the members? What is the process for choosing members? What are the next steps to get going? The goal of the transition committee is to help Rev. Ed with the interim work of the church.

Previously, Rev. Ed sent a list of all those key transition committee items to the church after the first town hall meeting (see below—those issues are included under “Looking Forward”. It especially focuses on the later items called “looking ahead” that includes time frames for the work to be completed.

Rev. Ed’s proposed methodology: He has a transition team formed, then he presents a list of major items or issues that the transition committee should address. Then, each month the

board monitors the progress of the transition team. Rev. Ed will send us a list of the items that are, typically, interim ministry issues. And Rev. Ed will report to us about what is being done. He has asked the following persons to be on the team: Gail Schulz, Linda Propert, Judith Hunt, Julie Baeder, Tom Haw and Chris Palm. (2 additional invitees are considering). Discussion about the need for greater diversity of the committee. Rev. Ed was encouraged to include youth/young adults, people of global majority, disability, length of membership, SES, parents with kids active or not active in RE, and sexual orientation—all should be included—if possible. Chris suggested that Rev. Ed will return to the board in the Feb meeting to review the work plan—and a fuller proposal for the transition team. She is also encouraging Rev. Ed will move forward with formulating the transition committee.

5) ET-Board Liaison Committee Meeting Report Action Steps

Chris, Dan, ET, Brian—had a 2.5 hour meeting. See report. Board makes policy and is primarily responsible for stewardship. Board members can also do the offertory. Chris said she would initiate a doodle poll and we can sign up to do an offertory for a Sunday. The Board-ET groups will meet monthly. We can expect that at least one ET member will attend the board meeting each month. Board members are reminded to be visible at hospitality hour, approach new people and welcome them.

Capital Campaign Report

Next month.

6) Request from Rev. Brock to supervise all staff

MOTION by Claudia “Rev Ed will supervise staff.”

The motion was seconded by Margaret.

Vote: 5 in favor and 2 opposed and 1 abstained.

Randall: closing reading—Howard Thurman