

**First Unitarian Church of Oakland**  
**Minutes of the Board of Trustees Meeting**  
**December 16, 2015**

*Present:*

*Board Members:* B Avalon, Pastor Jacqueline Duhart, Laurel Egenberger, Jaki Lee, Claudia Morgan (Chair), Kenji Oshima, Lisa Rosene, Emily Stoper, Chris Sutherland, Rev. Abbey Tennis, Kris Wedding Crowell (*Absent:* Dan Goss, Micheas Herman)

*Visitors:* Donna Fujioka, Judith Hunt, Therese Jimenez, Linda Propert Sanford

The meeting was called to order at 7:15 p.m., after a farewell for Board Member Jaki Lee, who is moving to another state. Rev. Abbey read the opening words.

The consent calendar (approval of: minutes of November meeting; the agenda; and the use of \$2000 of Musicopia funds to buy a new amplifier and sound board) was approved unanimously, on a motion by Kris, seconded by B.

Chris led a multicultural exercise.

Kris offered a report on the stewardship campaign pledges, which were at \$415,600 and on track to eventually reach the target of \$420,000. This is sufficient to cover everything in the proposed 2016 budget, with a surplus of \$3500 that can be applied to items on the wish list. The allocations to the wish list will be made at the January meeting. Kris moved and Laurel seconded approval of the budget; it passed unanimously.

President Claudia appointed Kris and Dan to be a Committee to Design and Implement Rev. Abbey's Performance Review. They were tasked with completing the review by the January Board meeting and reporting back to the Board at that time.

A vote on the proposed Charter of the Personnel Committee was postponed until the January meeting, after many edits were made.

Chris was appointed by President Claudia to write a Charter for the Committee to Monitor the Endowment Funds. She is to report back at the January meeting.

On a motion by Laurel, seconded by Chris, the Charter of the Committee on Shared Ministry was approved unanimously, contingent on the incorporation of a number of changes. The document will be included in the consent calendar of the January meeting.

The process of appointing a Nominating Committee for new Board members was begun. Emily, Kris and Chris will telephone the eight people who were suggested.

There were two process monitoring reports by Donna during this part of the meeting

The Board then went into executive session to discuss the future composition of the Executive Team (ET). Kris moved and B seconded the appointment of Bob Crowe and Bill Blakely to the ET, which was approved with 5 yes votes, 1 no and 1 abstention. They will begin their service within the next few months when Molly Hermes steps down.

The meeting adjourned at 10:05 p.m.

Respectfully submitted,

Emily Stoper, Secretary of the Board