

**First Unitarian Church of Oakland**  
**Minutes of the Board of Trustees Meeting**  
**January 26, 2016**

*Present: Board Members:* B Avalon, Pastor Jacqueline Duhart, Laurel Egenberger, Micheas Herman, Claudia Morgan (Chair), Lisa Rosene, Emily Stoper, Rev. Abbey Tennis, Kris Wedding Crowell (*Absent:* Dan Goss, Kenji Oshima, Chris Sutherland)  
*Visitors:* Dick Bailey, Bill Blakely, Noemi de Guzman, Donna Fujioka, Linda Hodges, Linda Propert Sanford, Bev Smrha

The meeting was called to order at 7:33.

Consent Calendar: The calendar, consisting of: minutes of the December meeting; the agenda; changes to COSM Charter made at December meeting; and Sheri Prud'homme's housing allowance, was approved unanimously, on a motion by Emily, seconded by Micheas.

Capital Campaign Report: Noemi de Guzman presented an updated report on the campaign, which had raised \$781 thousand as of Dec. 31, 2015. The mortgage balance, which had been \$769 thousand before the campaign began, is now below \$296 thousand. More than half of each monthly payment now goes to pay down the principal sum owed. Over 70% of the money pledged has now been paid. Of the remainder, only about 2% of the dollars owed are 3 months or more behind their payment schedule. At the next Board meeting, a group will be formed to discuss how to approach new members and others for additional contributions and how any surplus funds that may be left over after the mortgage is paid off may be used to enhance the church building. The Board will ask the Executive Team (ET) to give us a report on the progress of the campaign every six months.

Approval of Hosting of Balazs Scholar for 2016-17: Lisa moved and B seconded a motion authorizing the church to host next year's Balazs Scholar, a Transylvanian Unitarian minister who will attend the Starr King School for the Ministry in the next church year (in annual rotation with three other local UU churches). In the spring, Bev Smrha, who represents our church on the Balazs Scholars Committee, will informally find people to ensure that the Scholar is well hosted.

Approval of Personnel Committee Charter: Emily made a motion to approve the charter as presented by Laurel and Micheas. After some discussion, the motion passed, with 5 in

favor, none opposed, and one abstention. Laurel will find members for the Personnel Committee.

Emily will find members for the Committee on Shared Ministry.

Approval of Communications Policies: The Board and the Congregation: Lisa moved and Emily seconded approval of the communications document (“A Plan to Communicate Board Actions”) as presented by Laurel, except that the words “Provide some communications that include discussion pieces and allow the Board, ministers, Executive Team, and others to present issues and actions in a thoughtful manner” were substituted for a reference to bringing back the Sower. The motion passed unanimously.

Appointment of Nominating Committee for New Board Members: On behalf of the subcommittee to find members for the Nominating Committee (Emily, Chris and Kris), Emily proposed three members. Laurel moved and Micheas seconded a motion to ask the subcommittee to work with the ministers to find, by Feb. 5, at least one more potential nominee who will provide more cultural and generational diversity, after which the whole slate will be voted on by email. Passed unanimously.

Appointment of Committee to Prepare the Church’s Annual Report: B and Laurel volunteered to do this job. The report will be presented at the Annual Meeting.

Report to UUA on Congregational Poll: Linda Hodges was authorized to inform the Unitarian Universalist Association (UUA) of the result of the congregational poll, which found large majorities in support of all four proposed topics for four years of study by the UUA.

Possible Ground Rules: Lisa will ask the Board to agree to a set of rules for conducting Board meetings, so they were placed on the agenda for the February meeting.

There were two process monitor reports, opening and closing words, a multicultural exercise and a break.

After adjournment at 9:33, there was an executive session, which ended at 10:20.

Respectfully submitted,

Emily Stoper, Secretary