

First Unitarian Church of Oakland
Minutes of the Board of Trustees Meeting
May 24, 2016

Present:

Board Members: Laurel Egenberger, B Avalon, Kris Wedding Crowell, Suzanne Van Houten, Micheas Herman, Kenji Oshima, Michael Fitzhugh, Lisa Rosene
Process Monitor: Dennis Rowcliffe

Kris called the meeting to order at 7:00 pm

Consent Agenda: Included Suzanne Van Houten joining the Board Policies Document Committee. Unanimously approved.

Multi-cultural exercise: Kenji invited board members to discuss their experience with disability.

Ministers' Report from Rev. Jacqueline

Membership: This year we have had 40 new people join the church. Only 4 have left. On June 5, we will ingather 17 new members.

Upcoming Events: At the end of June, Laila and Rev. Jacqueline will join 6 high schoolers on a trip to Tijuana. Youth are doing a fundraiser on May 29. Bridging is June 12. Healing service in on June 12, 12pm – 4:30pm.

Rev. Jacqueline said she would like to see us have an intern in September and urge the board to take action to invite one as soon as possible. Interns from Pacific School of Religion and Meadville Lombard would not cost us anything. Laurel made a motion to form a small committee to investigate the process for getting an intern and advise the board on doing so. B seconded. The motion carried unanimously. Kenji and Laurel agreed to take it on.

Michelle Ma has agreed to be chaplain for our Pastoral Care team.

Treasurer's Report: Lisa said that our budget is where it needs to be.

Executive Team Report: Linda Hodges reported that the phone bill issue has been resolved in our favor. We'll get a credit going back to June.

Bill Blakely: The ET recommends establishing a new checking account separate from the church's main account for the Facilities Manager to be funded by periodic necessary transfers from the operations account. Lisa made a motion for the board to discuss. Micheas seconded. Discussion of potential expenditure limits and receipt requirements ensued. The proposal from the ET passed unanimously.

Leadership Retreat Report:

Kris: There was a great turnout. We worked on organizational structure. Proposed: An organizational structure evolved from the retreat and was further developed by Lisa, Emily Stoper, and Kris and then further by the Clergy Visioning Team.

Approval of Delegates for GA: Chuck and Joani agreed to go as delegates. Michael moved. B seconded. Unanimously approved. We're allowed 6 delegates. We can potentially have remote delegates and Judith Hunt has volunteered to attend that way. B motioned for Judith. Suzanne seconded. Passed unanimously.

Communications Task Force Charter: Michael motioned and Kenji seconded. Unanimously approved. B moved and Laurel seconded Michael being on the comms task force.

Bylaws Commission: No news.

Art & Soul Festival: Bill Blakely suggested that the church should get a booth. He has submitted an application for a 10 x 10 booth at a cost of \$300.

Handbell update: Stefan has agreed we should sell them. Lisa proposed the board support the sale of the handbells. Suzanne seconded. Motion to approved sale of the hand bells passed unanimously.

Auction discussion: Rev. Jacqueline asked for a message to be crafted to be presented to the congregation regarding the impact of not having a team step up to organize it.

Suzanne suggested the board should consider organizing a service introducing its members and members of the ET. Rev. Jacqueline suggested Sept. 25 or Oct. 2. October 2 was favored.

Personnel Committee Report: B motioned that the board approve for all committee members to have limited access to the ADP Human Resources section of the church's access to ADP. Committee members would not have any access to actual church personnel information. No cost. Micheas seconded. Passed unanimously.

The committee would like clarification what its charge means when it asks us to measure and report employee satisfaction. Should the Committee create a staff grievance procedure? Issues tabled for a future meeting.

Committee on Shared Ministry: Rev. Jacqueline asked where should the COSM put its attention in the fall?

The board moved into executive session to discuss personnel matters.

The meeting adjourned around 9:15 pm.