

First Unitarian Church of Oakland
Minutes of the Board of Trustees Meeting
March 28, 2017, 7 P.M.

Present:

Board Members: Rev. Jacqueline Duhart (ex officio), Laurel Egenberger, Michael Fitzhugh, Micheas Herman, Kate Lenhardt, Janet McFarland, Kenji Oshima, Lisa Rosene, Emily Stoper, Claudine Tong, Suzanne Van Houten, Kris Wedding Crowell, Ella Wise

Absent: Michelle Ma

Visitors: Bill Blakely, Dennis Rowcliffe, Bev Smrha

The meeting was called to order at 7:00 p.m. There was an opening reading and chalice lighting.

Consent Agenda

The consent agenda contained these items:

- Approval of the meeting agenda
- Approval of destruction of the ballots from the Annual Meeting
- Election of up to 6 Delegates to District Assembly

Laurel moved to alter the agenda and extend the discussion of board elections. Kris seconded. Appointing Stefan and Renee to a music visioning team item was moved into the Basic work plan discussion. Laurel moved, Janet seconded.

Notification of Actions Taken Since Last Meeting

Conditional on vote: Approval of Mark 2017 Minutes

Election of New Officers

Laurel, Suzanne, Michael, and Lisa volunteered to fill the roles of President, Vice President, Secretary and Treasurer, respectively. No other candidates were advanced.

Janet moved to affirm the slate of candidate with a vote. Claudine seconded.

Affirmed by unanimous vote.

Minister's Report

Pastor Jacqueline voiced her support for Alex Haider-Winnett's request for a scholarship to General Assembly, where he would like to be a delegate for the church. She also expressed concerns about when are we going to begin planning for sabbatical ministry, start considering the hiring of a part-time person to support our growing pastoral care needs, and tend to the recruitment of a ministerial intern. She also expressed appreciation for the current office

volunteers and clarified that there will be NO discontinuation of the Chalice Chatter or Sunday Worship Guide, despite some earlier confusion to the contrary.

Planning for Board Retreats

The following dates were selected for upcoming board retreats:

- Sunday, April 30
- Sunday, July 9
- Saturday, October 7

Laurel proposed that after each retreat, in the following four weeks, we should have an open Sunday meetings to communicate about the biggest things in motion during that time.

Appointment of a Second Supervisor for the Facilities Manager

Kenji will continue in his supervisory role of our Facilities Manager, Stefan Schneider. The selection of a second supervisor was tabled for possible resolution before the April meeting.

Appointment of New Members to the Committee on Shared Ministry (COSM)

Janet moved that we appoint Katrinca Ford and Carol Emert to the COSM, each for a three year term. Lisa seconded. Unanimously approved.

Discussion: Adding Another Member to the Board

Given the ministerial changes ahead, Laurel called on the board to work with the board nominating committee to find two more people to run for the board and then hold a special election to fill the other remaining vacancies. Lisa motioned that we discuss doing so. Suzanne seconded. The board voted unanimously to pursue the plan. Note: Kate, Laurel, Lisa, and Kenji will be the next class of board members to roll off.

Break at 8:07 p.m. - Resumed at 8:20 p.m.

Policy on Banking Signature Authority

We're aiming to have Pastor Jacqueline, the Treasurer, the President, and eventually the new administrator as signatories for all our our Community Bank of the Bay accounts. Prior to hiring the administrator, Bill Blakely will remain on the account. We need to remove Molly Hermes and Jodie Mathies as signatories from various accounts.

Suggested: Add the President as a signatory to the Fidelity account.

The Endowment Committee

Claudine motioned that, as requested by the endowment committee, we amend the committee's charter to create three staggered three-year renewable terms. Janet seconded. Passed unanimously.

Laurel motioned that we appoint Tom Haw for a one year term and Laila Ibrahim for a two year term. Suzanne seconded. Passed unanimously.

Basic Work Plan for the Coming Year

The board is asking Stefan put together a committee that will focus on identifying building & grounds maintenance and repairs needs and putting together a plan to address them (including a disaster preparedness plan). We'll ask that Stefan report progress of this group monthly. It will not be a committee of the board.

Ella and Suzanne volunteered to meet with Pastor Jacqueline to draft a charge to a committee to revisit Vision 2012.

Kenji volunteered to look into what it would take to establish a committee on right relations.

Discussion of Possible Rule on Staff as Church Members

Michael recused himself from this discussion because his wife works part time for the church. Claudine recused herself because she has expressed interest in potentially seeking the administrator job in the future.

Some highlights from the discussion:

- Laurel: It can be hard to extricate the role of being a staff member from that of being a congregant. Our Parish Minister has reported difficulties around relationships where a staff member is an employee.
- Janet: I think any policy should start with considering how we address people who are currently staff members.
- Lisa: The majority of Pastor Jacqueline's colleagues who responded to an inquiry she sent out suggested that there are difficulties that arise around staff as members and vice versa. Said she'd agree with Janet.
- Pastor Jacqueline, invited by Ella: I came into a congregation where members were allowed to be staff and staff were not supervised. Transitioning to a situation in which they were supervised was difficult. Also difficult: Where does a staff person go for personal pastoral care when their minister is potentially their supervisor? That is too much to hold. Boundaries between staff responsibilities and membership privileges can be muddy. Ella asked if there are ways to address that problem? Pastor Jacqueline said that would be difficult.
- Lisa: I'm a family member of someone employed by a Unitarian Church but who is a member of another UU church. The separation is very important.
- Pastor Jacqueline: Pay attention as well to the hours individuals work and its impact on power dynamics.
- The conversation was tabled until next month.

The meeting included a multicultural exercise, a process monitoring report and some closing words.

The meeting was adjourned at 9:22 p.m.

Respectfully submitted,
Michael Fitzhugh, Secretary