

First Unitarian Church of Oakland
Minutes of the Board of Trustees Meeting
May 23, 2017, 7 P.M.

Present:

Board Members: Laurel Egenberger, Michael Fitzhugh, Kate Lenhardt,, Kenji Oshima, Lisa Rosene, Claudine Tong, Ella Wise, Rev. Jacqueline Duhart (ex officio)

Absent: Janet McFarland, Suzanne Van Houten

Visitors: Bill Blakely, Rev. Kurt Kuhwald, Tom Smith, Bev Smrha

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

Consent Agenda

Items approved:

1. The agenda
2. April meeting minutes
3. Sponsorship of Sam Ames for Ministerial Fellowship
4. Approval of Ron Weisberg for the Endowment Committee
5. Approval of Trustee Description [Attachment A]

Items removed:

1. Property Committee Report
2. Choir director search
3. Generosity team
4. Right Relations

The agenda was also modified to remove a planned internship status update and to add five minutes discussion of a facility for the all church retreat

Notification of Actions Taken Since Last Meeting

1. Approval of April Minutes
2. Addition of Michelle Ma as a delegate for General Assembly (GA) and decision by Claire Eustace to decline primary delegate status, switching to alternate status. (It was later determined that both Claire and Michelle could attend GA as primary delegates.)

Journey Toward Wholeness (JTW) Assessment

Rev. Kurt Kuhwald presented a report outlining JTW plans to audit congregational progress toward the goal of becoming an anti-racist, anti-oppressive, multicultural congregation.

[Attachment B]

Discussion:

There were no questions about the proposal from the board. There was a suggestion that a team of up to 9 people may be appropriate. Pastor Jacqueline suggested it would be important for people from all aspects of our Faith in Action team be tapped first to serve. Michael asked

whether the audit was more oriented toward observations or recommendations? Rev. Kurt said it was more oriented toward observations. Kurt noted that JTW may ask for support in enlisting outside consulting help. The discussion turned toward both the implications of an assessment during the search process and questions about how solid the process was. Rev. Kurt said that JTW is discussing the same issues and is engaged in exploring them. There was general appreciation for JTW's efforts in advancing the audit proposal.

Lisa moved to accept the Charge that JTW submitted but to ask JTW to 1) add language clarifying the path for congregants to get involved and 2) at the next Board meeting, to provide milestones, and have a more concrete procedure for moving ahead. Kenji seconded the motion. Unanimously approved.

Finance report

Treasurer Lisa Rosene reported that Amanda Smith sent a check for \$15,240 to the UUA to pay for our fair share contribution to the association. We still need to pay our regional fair share. We're anticipating an amount for that obligation soon.

As of May 23, we appeared to be over budget on facilities/custodial by \$5,220. We also appeared to be over budget on building/facilities by \$3,267.40. Lisa said that she'll try to provide a different type of report next month that provides more context. Kenji said that he would speak with Stefan about facilities being over budget. It was later determined that a billing mix-up was primarily responsible and that the error was being resolved, with a refund of fees overpaid to a vendor. [Attachment D]

Ministers' reports

Rev. Sheri filed a report prior to the meeting and Pastor Jacqueline said that she would file her report soon after the meeting. [Attachments E and F]

Pastor Jacqueline is meeting with the Faith in Action teams on May 30 and sought some direction in how to guide their work, especially as it relates to the use of money raised by the auction to support their endeavors. Discussions included thoughts about asking each group to split the monies themselves, splitting the monies equally, and combinations of the two ideas. Pastor Jacqueline said that she would discuss how to proceed with the teams.

Sabbatical

Michael moved that Laurel and Pastor Jacqueline get together to put out yet another call to form a sabbatical committee. Kate seconded the motion. Passed unanimously.

Break at 8:10 p.m. - Resumed at 8:20 p.m.

Administrative Visioning Team

Interviews of candidates started May 23. Five interviews were scheduled, but two candidates withdrew from consideration. The two interviewed seemed quite capable. Two more interviews are scheduled. Separately, the bookkeeper opening was posted, drawing 26 applicants as of

the time of the meeting. Interviews will begin June 2. In case hours or pay need to be negotiated, Kate moved that the steering committee and she be empowered to negotiate with candidates. Claudine seconded the motion. Passed unanimously.

All church retreat contract

Claudine moved that Sarah Letson and Kathy Radez be allowed to move forward in negotiating the contract securing Westminster Woods Camp and Conference Center (6510 Bohemian Hwy., Occidental, CA 95465) for this year's retreat. Michael seconded the motion. Passed unanimously.

Board Nominations

Laurel reported that the board nominating committee has been making phone calls to potential candidates and said that so far things have not been going well, though a couple candidates are considering service.

Ministerial Search

Laurel sent out a contract that we would have with the Pacific West Region for a yet-to-be named transition coach. Part of being a fair share congregation is a substantial discount on engaging the services of such a consultant. Kenji moved that we engage a regional transition coach to aid us in our ministerial search. Kate seconded the motion. Passed unanimously.
[Attachment G]

De minimis employees serving on the board

Janet was going to discuss this item, but was unable to attend, so the subject was tabled.

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

The meeting was adjourned at 8:43 p.m.

Respectfully submitted,
Michael Fitzhugh, Secretary