

First Unitarian Church of Oakland
Minutes of the Board of Trustees Meeting
November 27, 2018

Board Members Present: Dick Bailey, Michael Fitzhugh, Janet McFarland, Mike Rothhammer, Suzanne Van Houten, Tara Noone, Hester Green, Rinda Bartley, Steve Thomasberger and Claudine Tong, Rev. Jacqueline Duhart (Ex Officio)

Board Members Absent: Tom Smith

Visitors: Bev Smrha and Dennis Rowcliff.

7:03 PM Call to order

The chalice lit. Opening words read

Consent Agenda.

Accepted the Governance Committee Report *(1)

Actions Taken Since Last Meeting

- Accepted Administrator's Report *(2)
- Approved October 2018 minutes
- Approved silent auction by Corless Smith
- Refunded Richard Orlando monies given previously for organ restoration
- Met with Justice Council

Minister's Report

Rev. Jacqueline Duhart & Rev Sheri reported *(3,4):

- COSM is going to pick up it's unfinished evaluation of family ministry.
- Reminded us COSM is in search of 3 new members.
- Suggested the Board invite a conversation on Sunday, Dec. 9 with the congregation about the state of the Stewardship campaign, what happens if we meet or fail to meet certain thresholds. Suzanne will quarey the Trustees, via Basecamp, to see if this meeting time is feasible.
- Encourage us to check in with the MSC to ensure that they establish a plan in case of a failed search. Suzanne agreed to present this concern to the MSC.

Stewardship Report

Michael Rothhammer reported:

- Stewardship has secured about \$317,222 in 2019 pledges so far.
- Analysis of pledges made and not made is underway, as are efforts to contact folks who have not yet pledged.
- Janet stated that our actual 2017 pledge income was \$450,000.
- For 2018, our recorded pledges through Oct. 30 were \$441,000.

Treasurer's Report / Draft 2019 Budget *(5)

Janet McFarland reported:

- Board members expressed a strong interest in resolving an unpaid loan in the amount of \$7,736.48. There was broad agreement regarding a need to pursue repayment. Janet will pursue further information. A discussion of our ongoing need to engage in better tracking of funds and contracts ensued.

- Janet presented a draft 2019 budget, expressing a need for two or three people to work with her to refine the budget.
- The Board wishes to approve a 2019 budget during the December meeting if possible.

Board Next Steps

Suzanne Van Houten led a discussion:

- A Board Retreat is scheduled for Jan. 26 from 9 a.m. to 3 p.m.
- The Board discussed the size of future boards and largely supported the idea of moving to nine Trustees from the current 12, or potential variations that would include alternates or transitions.
- Pastor Jacqueline suggested that a 12-person board might better serve us during our ministerial and governance transition.

Ministerial Search Committee 19 Report *(6)

Reviewed the MSC19 report. Pastor J. is working with the committee to review the Congregational Record, meeting with Linda Propert Sanford.

Dennis did Process Monitoring and Closing Words were read

909 PM Adjourned

Respectfully submitted,
B Thomas Smith, Secretary

cc: Board, uuoakland listserve, Administrator, church files with link on website

* Documents filed on Team Drive/.../Meeting Materials. Copies are available upon request.