

MINUTES – Board of Trustees Meeting
First Unitarian Church of Oakland
July 26, 2022, 6:45 - 9:00pm

Our Mission

We, the members of the First Unitarian Church of Oakland, unite to build a beloved community within and beyond our walls. Guided by individual conscience and wisdom from many sources, we gather in worship and service to nourish the spirit, work for justice, and celebrate the divine in all.

– Adopted by the congregation on March 18, 2019

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| Present: Barbara North, Zia Swim Debby Kaplan, Nicole Fitzhugh, Kathy Radez, Claudine Tong, Guests: Melissa James Absent: Rev. Ninán (vacation), Marilyn McMahon (travel) | |
| Meeting Chair: Barbara North Timekeeper and Communications Facilitator: Kathy | RACI chart: Readings: Nicole Process Monitor: Dennis |
| Board Officers 2022-2023: <i>President:</i> Barbara North <i>Vice President:</i> Zia Swim <i>Treasurer:</i> Debby Kaplan <i>Secretary:</i> Marilyn McMahon | Board Partners and Champions 2022-23 <i>Program Council:</i> <i>Policy Review and Revision:</i> <i>Nominating Committee:</i> Corless Smith, Laurel Egenberger, Kris Wedding Crowell <i>Software Transition:</i> <i>Stewardship:</i> <i>JTW:</i> |

| Approx. Start | Approx. Time | Item | Name |
|---------------|--------------|--|---------|
| 6:45 | 15 min | Open comment period (All members and friends are welcome. 3 minutes per speaker. Secretary reads aloud comments sent via email.) Steve Thomasberger spoke; re email sent to board; Michael Fitzhugh spoke to commend people doing hospitality & recommended greeting to the board to connect; Noemi deGuzman spoke to encourage the board to work with Community Connections team ASAP, & not get in the weeds; add that to Program Council agenda; ST: do we have a timeline; Jef: RE starts in Aug & welcomes an early outreach to families.; Dick Bailey: is there open comment on items on the agenda later? BN will open questions & comments to Melissa James & other items | |
| 7:00 | 5 min | Chalice lighting and reading | Nicole |
| 7:05 | 3 min | Welcome and preview of meeting agenda and process Introductions; Meeting roles and process; Goals for tonight | Barbara |

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| 7:08 | 4 min. | Consent agenda: action and reporting actions taken since previous meeting <ul style="list-style-type: none"> • [none] (An item may be moved to "For the Good of the Order" if more discussion is needed) | <i>All</i> |
| Motion to approve the consent agenda and acknowledge receipt of Minister's, & OT reports. Nicole Fitzhugh moves, Kathy seconds. Unanimous approval. 7:10 | | | |
| 7:12 | 3 min | Update from Kathy Radez: Announcing her departure from the board as of this evening. | <i>Kathy</i> |
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| 7:15 | 30 min. | State of engagement and membership in the UUA Melissa James, UUA Congregational Support Staffer for the Western Region, spoke to us to discuss engagement and membership in UUA and trends as she sees them. The overview is that the pandemic magnified whatever was already happening in congregations. She sees trends such as increased congregational conflict; lower volunteerism; declines in membership & stewardship. Communities are seeking out reconnection. This portion of the meeting was recorded for congregational viewing only. Melissa took questions from the congregants who attended as well as board members. Some things to call out were anti-racism work that seemed to strengthen congregations; the UUA is developing a hub for that work and for systemic leadership and stewardship development. She also drew attention to the "Widening the Circle of Concern" Report from the UUA about anti-oppression work. Ms. James can be reached at: mjames@uua.org. | <i>Melissa James</i> |
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| 7:45 | 10 min. | Review next steps for return to program year plans (The meeting is continuing to be recorded.) Board outreach, teams of connectors, training & script. Survey. Share with cong. Stewardship: Nicole & Debby; Treasure, time, & talent w/ intake via community connections team. PG Council & COWSM will receive emails. Comments: NdG: Nominating Comm is doing outreach also, coordinate? MFitzhugh: past outreach; phone is time-consuming so spread the work. Central info should be contained in Breeze & logged. DK: shouting out congregational attendance at this meeting! | <i>Barbara</i> |
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| 7:55 | 5 min. | Break | |
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| 8:00 | 10 min. | COWSM moved to before break. Nothing to report. | <i>SWV</i> |
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| 8:10 | 5 min. | Political speech on listserv Board shouldn't use the listserv; process doc to be updated | <i>Zia</i> |
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| 8:15 | 10 min. | Board staffing considerations Laurel Egenberger: haven't had an annual mtg w/ full complement of candidates in 10 years! Trying to reach every person. Prioritize some tasks and then pull NomCom to get 1 year seats. | <i>Barbara</i> |
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| 8:25 | 15 min. | Budget process update Budgeting has begun. Reviewing process & tools for reporting. Goal to have it done by November, hopefully. Board to follow up on discussing the budget reports WRT format, etc. | <i>Debby</i> |
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| 8:40 | 8 min. | Operations Team report | <i>Noemi</i> |
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| 8:48 | 5 min. | For the Good of the Order (questions, brief planning, spontaneous items, items pulled from consent agenda) <ul style="list-style-type: none"> LB: "Church Law & Tax" book, members in this org. | <i>All</i> |
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| 8:53 | 5 min | Process monitoring comments – fair processes to let everyone speak. | <i>Dennis</i> |
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| 8:58 | 2 min. | Closing Reading and Adjournment | <i>Nicole</i> |
| <i>Meeting was adjourned at _8:53 p.m.</i> | | | |

Ground rules:

- Phones on vibrate
- One person speaks at a time (stack process to be used)
- No side conversations
- Start on time and if a need develops to go beyond 9:00, check with the group
- Stick to the agenda: items that run long will either be tabled for the next meeting or, if agreed to by the group, to stay late or table other agenda items

Bike Rack:

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