

First Unitarian Church of Oakland
BOARD OF TRUSTEES Meeting
Minutes
September 27, 2022, 6:45 - 9:00pm

Board Officers 2022-2023

President: Barbara North

Vice President: Zia Swim

Treasurer: Debby Kaplan

Secretary: Marilyn McMahon

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.

Meeting Chair: Barbara

RACI chart: Zia

Timekeeper: Marilyn

Communications Facilitator: Barbara

Process Monitor: Dennis Rowcliffe

Present: Barbara North, Zia Swim, Debby Kaplan, Nicole Fitzhugh, Claudine Tong, Marilyn McMahon, Rev. Ninán Soto

Guests: Noemi de Guzman, Dick Bailey

Open comment period

No comments.

Congregation

Consent Agenda (Ready-to-approve actions)

Barbara

- **Approve July 2022 minutes – MOTION PASSED** (MMc moved, Nicole seconded)
- **Approve Aug 2022 minutes – MOTION PASSED** (Nicole moved, Claudine seconded)

Operations Team report

Noemi

Finance report

Debby

Accurate financial information is now flowing well. State of finances is “not bad.” Pledge income is as expected. UUA dues are now paid. Rental income is null. We need to think creatively about new income sources. Debby tossed in the idea of approaching neighbors (African Am. Museum, Preserv. Park) about the possibility of forming a micro-grid. We could provide & share power. Zia has connections to expertise, for ex., suggests Interfaith Power & Light. There may be incentives available if we cut our utility bills. Barbara will look into possible grants.

Vax-checking policy

Nicole

Board was going to discuss whether to recommend phaseout of vaccination-checking. But the reopening committee/welcome committee have already moved ahead.. Dots (labels) won't be handed out any more, but there will still be a vax-checking table for newcomers/visitors.

Board's fundraising commitment (\$10K)

Barbara

Need ideas how the Board could raise this money, which was to be a gift for this program year. Hold a one-time fundraising event? Claudine noted that Genesis raised \$8000 from a zoom concert. Debby volunteered to work on planning if we decide to have an event.

Minister's report

Rev. Ninán

Grateful for everyone's work of community-building as we head into the program year. Rev. Ninán will keep doing their part, making sure people feel connected and have what they need.

Two after-sermon discussion circles have been held, and they've gone well. Rev. Ninán wants to schedule them in advance for the most suitable weeks of each month. Limited to 15 people because that's

the capacity for keeping the air very clean in the Starr King Room.

Improving the Board's functioning

Barbara

“Real talk” time. We’ve had trouble with intra-Board communications—that is, difficulty reaching each other, getting responses to email, feedback on documents, etc.

We discussed various suggestions of how we could do better. Have a zoom call to learn/review together where various documents/information are kept in Basecamp/Google Drive and where we should post things. Voice of experience: Forming the habit of using BaseCamp and Google Drive takes some time, but then they are very helpful to keep up with things.

Request for reminders of very important things, such as monthly board meeting, with the zoom link. Nicole volunteered to send board-meeting reminders..

Be mindful of our own and others’ limits. We have all been through a trying time, and we have limited time and energy. Technologies or policy changes won’t solve the problem if “I can’t” is the truth.

Have an additional monthly meeting—informal and short, just for trustees to check in with each other about outstanding requests for input or info, reminders about tasks, etc. Also for needs that arise between monthly meetings, such as messages from congregants that require replies from the whole Board.

Emphasized the importance of personal responsibility and forming new habits. We’ll keep improving the flow of communications.

Scheduling Board meetings

Barbara

Board retreat: Oct. 22 10a.m.- 4p.m. Maybe in person at church, maybe including lunch. Details TBD.

Stewardship

Nicole

Board needs to set 3 numbers for Stewardship drive: baseline, reasonable goal, shoot-for-the-moon. Stewardship to start Oct. 9! So needed before then.

We need input: budget numbers, past stewardship goals. Last year’s (goal? Total raised?) was \$325,000. What proportion of budget has Stewardship usually been? About 60%. Noemi is gathering info for next year’s budget; has met with some programs; key #s will come from Stefan, Rev.Ninán, Operating Team.

Settled on: \$350,000; 375,000; 400,000

All Board members, read the item “Stewardship Needs” in Basecamp. It lists all Stewardship requests of the Board. (including: attend Celebration Sunday, Nov. 20; attend Stewardship gatherings; attend Kick-off Sunday, Oct.9; help with language about time & talent; help with answering “what will we use the money for?”)

“For the Good of the Order”

- Board thank-yous

Jef and Pastor Ninan for attending Youth Summit, Jef for organizing it: Nicole

Hospitality (Michael Fitzhugh, greeters, vax-checkers Leslie Brandt, Jodie Mathies, ...): when we have all names, we’ll sign up to write these.

- Rotating tasks for next meeting (Nicole readings, Marilyn Chalice Chatter article, Barbara comms. facilitator)
- Review RACI chart

Process monitoring comments

Dennis

Observations on the demographics of the Board and on how the meeting was conducted.

“BIKE RACK”

- Discuss our obligations around staffing open committee roles (e.g. Personnel)