

## BOARD OF TRUSTEES

### First Unitarian Church of Oakland

**December 18, 2022, 3:00-5:15 pm**

#### 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)*

**Present:** Barbara North

Zia Swim

Debby Kaplan

Nicole Fitzhugh

Claudine Tong

Marilyn McMahon

**Guests:** Noemi de Guzman

**Absent:** Rev. Ninán Soto

*Meeting Chair:* Barbara North

*RACI chart:* Zia

*Timekeeper:*

*Communications Facilitator:*

*Readings:*

*Process Monitor:*

#### Board Officers 2022-2023

*President:* Barbara North

*Vice President:* Zia Swim

*Treasurer:* Debby Kaplan

*Secretary:* Marilyn McMahon

3:00 pm	<p><b>Open comment period</b> (15 min.) (Members and friends to speak; 3 minutes each. Secretary reads aloud comments sent by email.)</p> <p>Laurel suggested that some people with FUCO Board experience might form a “friends of the Board” group, for support, advice, etc. Steve T. mentioned emails from Rev. Soto and himself, for which he’s still awaiting a Board response. He expressed his hope that the “360-degree” evaluation by COWSM would be distinct from the annual evaluation in the 2019 ministerial contract. Documents from ministerial evaluations of three years (in the ‘90s/2000s) have been located. Corless and Steve both ask that the Board respond when people contact the Board.</p> <p>Corless wants to organize a Beatles sing-a-long.</p> <p>Tom S. informed us that there are federal funds available to churches for reducing use of fossil fuels. Requires a team of churches to apply. Also, California is offering funds for “resilience hubs,” funds we could use to get solar panels and batteries in our church. Debby volunteered to be Board liaison to the environmental funding projects.</p>	<i>Congregation</i>
3:15	<b>Chalice lighting and opening reading</b> – “Blessing for Travelling in the Dark”	<i>Nicole</i>
	<b>Welcome and preview of meeting</b> <b>Summary of Board plans regarding 360° evaluation</b>	<i>Barbara</i>

	Added item to the agenda: Claire Eustace affiliation. Introduced the Board's plan for responding to the request for a ministerial evaluation and the need for facilitated congregational listening circles or conversations.	
	<p><b>Committee on Wellbeing of Shared Ministry report</b></p> <p>COWSM is now only two people. They have no nailed-down plan but will meet soon. They don't know why the name change (from COSM) was made. They weren't aware that 360 evaluation was their responsibility and want to know their exact priorities. Given the changes to COWSM's name and charter, they want guidance on how to use any historical records of past evaluations.</p> <p>Rev. Carleton Smith and Rev. Soto have process documents they can share with COWSM.</p>	<i>Sherry Weston</i>
	<p><b>Empowering COWSM - Responsibilities, needs, next steps</b></p> <p>Will give COWSM the docs that Barbara has. Will follow up with clearer communication between Board and COWSM. Board can look at docs together with COWSM. And—Barbara will be liaison to COWSM and will champion finding more candidates for COWSM.</p>	<i>Barbara</i>
	<p><b>Claire Eustace affiliation</b></p> <p>Claire requests that FUCO have an ongoing affiliation relationship with her. We have such a relationship with Mary Foran. Affiliation means mutual support; there is no financial commitment.</p> <p><b>MOTION: That we recognize Claire Eustace as an affiliate minister with First UU of Oakland. (Nicole; Debby 2<sup>nd</sup>) PASSED.</b></p> <p>Claire and Rev. Soto should follow the policy for affiliated ministers. Debby will follow up with Rev. Soto.</p>	
	<p><b>Operations Team report</b></p> <p>Board members had no questions for Noemi. Debby expressed her appreciation of the Operations Team's collaboration with her on the proposed budget.</p> <p>The music-visioning team will send out a survey soon. Listening circles will be held in January. There will be two for everyone and one just for current choir and Joyful Noise musicians.</p>	<i>Noemi</i>
	<p><b>Plan for facilitated congregational conversation/listening circles</b></p> <p>The PWR office has resource to train facilitators from our church for these. Rev. Soto had other ideas for facilitation resources. Debby: We should set guidelines for the conversations. They happen in the context of uncertainty about the pandemic and protocols. (Hybrid or Zoom only?) There are different and conflicting views about our ministry. Too much discussion of things in the past is not attractive to prospective new members. Debby thanks those who despite their discontent are staying in the church. She hopes we will focus on what we want to <i>do</i>.</p> <p>Claudine expressed her desire for us not to work with anyone from UUA who is steeped in white supremacy. Barbara suggested having JTW vet people. Marilyn will be Board champion.</p>	<i>Board</i>

	<b>BREAK</b>	
	<p><b>Finance report and budget</b></p> <p>Income for 2023 is lower from all major sources, and expenses are higher. We need to increase rental income and membership. This is not the year for big cut-backs, as that would hamper efforts to increase membership. Debby recommends: (1) continuing to draw from the Wendte endowment at 6% for one more year, and (2) increasing our limit on use of excess Operations funds to 50% if needed for this year.</p> <p>With Stefan Schneider retiring at the end of May, there are proposals to modify staffing configurations. One option is to put more resources into generating and supporting rentals of our space. An alternative is to increase resources for membership development. <i>Guidance from the Board is sought</i> about which approach to take.</p> <p>Also, <i>the Board should set numeric goals</i> for membership growth, increase in pledges, and meeting the budget's rental income projections. The OT should develop a plan by February to reach these goals, reporting to the Board quarterly on progress.</p>	<i>Debby</i>
	<p><b>Volunteer staffing (Personnel committee, teams to fulfill mission and ends)</b></p> <p>Programs may be understaffed in general. Barbara suggests asking the Program Council to help prioritize programs, if we can't staff all fully. Debby urges emphasis on community engagement and leadership development.</p>	<i>Barbara</i>
	<p><b>“For the Good of the Order”</b> (Questions, brief planning, spontaneous items, or pulled from consent agenda)</p> <ul style="list-style-type: none"> <li>• Will approve Nov. and Dec. minutes online. Recommended that we drop Basecamp, not very useful to us.</li> <li>• Board thank-you's: Thanks to Stewardship team for their great work. A million thanks to Hester for her budget and financial work over the last five years. Thanks to the musicians and planners of the holiday concert.</li> <li>• Review RACI chart</li> </ul>	
	<b>Meeting adjourned.</b>	

#### **“BIKE RACK”**

- Plan for orientation and trainings for trustees to be elected March 2023
- Policy review and updates
- Mission/Vision assessment per conversation in UUA training earlier this year
- Work with Program Council to focus efforts if staffing for justice work and internal teams remains insufficient to drive our mission and ends