

<b>First Unitarian Church of Oakland</b> <b>BOARD OF TRUSTEES</b> <b>MEETING AGENDA</b> <b>November 28, 2023 6:45 - 9:00 pm</b> <a href="#">Click here to join the meeting</a>	<b>Our Mission</b> 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. <i>Adopted by the congregation on March 18, 2019</i>
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<b>Present:</b> Nicole Fitzhugh, President Evalyn Seidman, Vice Pres. Dennis Rowcliffe, Treasurer Marilyn McMahon, Secretary Judith Hunt Bev Smrha		<b>Guests:</b> Rev. Laurel Liefert Jef Melcher Bill Blakely Daisy Quan Dave Ruede Kevin Mann Dick Bailey
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<b>Open comment period</b> (15 min) There were no comments.	<i>Congregation</i>
<b>Chalice lighting and opening reading</b> (3 min)	<i>Dennis</i>
<b>Welcome and preview of meeting</b> (2 min)	<i>Nicole</i>
<b>Consent agenda</b> (10 min) A. Updates on Board activity and reporting actions taken since previous meeting. <ul style="list-style-type: none"> <li>The Board's major accomplishment this month was the hiring of our new church administrator, Daisy Quan. Welcome, Daisy!</li> </ul> B. Quick action items (An item may be moved to "For the Good of the Order" if more discussion is needed.) <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Approve minutes of October Board meeting</b>  <b>MOTION to approve October meeting minutes with the changes suggested in emails (Marilyn, 2nd Judith). PASSED</b></li> <li><input type="checkbox"/> <b>Approve Solstice event</b>  <b>MOTION to approve the planned Dec. 21 Solstice event, described in Jef's RE report (Dennis, 2nd Marilyn). PASSED</b></li> <li><input type="checkbox"/> <b>Set date for December Board meeting</b>            The December meeting will be held on Friday, December 29, 2023 at 7:00 pm.</li> </ul>	<i>Nicole</i>

<p><b>Minister's report</b> (10 min)</p> <p>Since the last board meeting, Rev. Laurel has done three worship services, including the child dedication and bread communion. Convened a gathering for all those involved in putting together our services. Set up regular monthly meetings with the Worship Associates. Will teach a sermon-writing class starting in January.</p> <p>Met with Hope For Us team about the “workshops” planned for 2024 and the “transformative community conferencing” approach they will use. Had a followup meeting with Connie Simon.</p> <p>Met with COWSM.</p> <p>Is coming into the church office on Thursdays.</p> <p>Has done some pastoral care, reaching out to George after his mother died, to Debbie Brown after the death of her husband, and to Marcie after she had a fall. Marcie has had another fall recently.</p> <p>Wants to survey the congregation to choose organizations to share our Sunday plate with. For example, one organization for three months, then a photo opp with a large check which can raise visibility for both FUCO and the organization. Sharing the plate makes community connections, and research shows it increases the plate also.</p> <p>Dave suggested that donor fatigue might occur if donations to the organization happened weekly. Maybe monthly is better.</p> <p>Nicole would like to coordinate this with the work of the Stewardship team.</p> <p>Dennis reminded Laurel that her job is half-time!</p>	<p><i>Rev. Laurel</i></p>
<p><b>Operations Team report</b> (10 min)</p> <p><b>And welcome to new church administrator</b></p> <p>Nicole: We are thrilled that Daisy has come on board as our administrator. She brings valuable experience, a passion for our church, and lots of great ideas.</p> <p>Daisy: Busy with onboarding, and has planned an onboarding training with Bill. Doing lots of human resources work – for herself and for other staff. Talking with congregants about various administrative tasks, for example, the Chalice Chatter newsletter and how to streamline its production.</p>	<p><i>Bill Blakely</i> <i>Daisy Quan</i></p>
<p><b>Stewardship report</b> (10 min)</p> <p>The stewardship campaign total remains at about \$278,000. Still have not heard from about 20 people and will continue phone followup.</p> <p>Our goal this year was overly ambitious, but this was clear only halfway through, upon learning certain facts.</p> <p>We have 130 pledges, but this doesn't give an accurate membership count because some are couples, and some members may have exemptions.</p> <p>Lessons learned for next stewardship campaign:</p> <ul style="list-style-type: none"> <li>• Very important to have at least one team member carry over to the next year.</li> <li>• And to have at least one team member who knows lots of our church members, especially those who don't often attend Sunday services.</li> <li>• The whole stewardship team needs Breeze information available to them somehow.</li> </ul>	<p><i>Dave Ruede</i></p>
<p><b>Accompaniment Team report</b> (5 min)</p> <p>The Accompaniment Team will send a report to the Board in December.</p>	
<p><b>BREAK</b> (5 min)</p>	

<p><b>Banner proposal</b> (10 min)</p> <p>Laila and Rev. Kevin presented to Rev. Laurel the idea of hanging a banner on the front of the church responding to the Israel-Palestine situation. They suggested either (A) “Peace – Salaam – Shalom” or (B) “Ceasefire Now”. Congregants voted at the Stewardship luncheon or by email. There were four choices: A, B, no banner, or “Other.”</p> <p>At the luncheon, everyone could cast two votes, but the email voting was not done that way. The in-person votes were 55 for option A (“Peace...”) and 45 for option B (“Ceasefire...”), with negligible support for the other two choices. By email, 5 people voted for option A, and 3 people for option B.</p> <p>In summary, there was strong support for hanging a banner, and 25% more votes for option A than for B. However, we don’t know how many in-person votes were split between A and B, nor how many people gave both their votes to one or the other.</p> <p>Rev. Kevin argued for the “Ceasefire”option, stressing the urgency of the situation, with more deaths every day. He mentioned that Oakland City Council had passed a resolution urging a ceasefire.</p> <p>Discussion: Nicole laid out various process options for making the decision. There was a Board consensus that though imprecise and incomplete, the congregation votes should be weighed heavily, and that the Board decision would be made by majority vote on a motion.</p> <p>The Board discussed the question at some length. Views expressed included that a ceasefire is temporary; that some people have been very offended by “Ceasefire now,” hearing it as anti-Israel; the UUA president, Rev. Sofia Betancourt, released a statement that calls for a ceasefire, condemns violence by both sides, and urges release of hostages; our decision tonight is not set in stone.</p> <p><b>MOTION to tell Laila to make two banners, one saying “Peace” in the three languages, and the other saying “Ceasefire” in all three. (Bev, 2nd Judith). PASSED</b></p>	<p><i>Rev. Kevin</i></p>
<p><b>Finance Team report</b> (10 min)</p> <p>The Board needs to schedule a meeting with the FT. All Board members need to read the draft budget spreadsheet carefully (all 6 tabs) before that meeting.</p> <p>The Board’s goal is to pass a budget at our December meeting.</p>	<p><i>Finance team member / Dennis</i></p>
<p><b>Allocation of upcoming bequest</b> (10 min)</p> <p>Generally, when the church receives a bequest, the Endowment Team makes a recommendation to the Board about how to direct the funds. For the bequest FUCO was recently informed of, the ET has informally recommended a split between our justice work and the Operations Endowment. We will request a formal, detailed recommendation.</p>	<p><i>Nicole</i></p>
<p><b>Board management of staff</b> (5 min)</p> <p>Board members will meet with staff by the end of the year, using the form in our Personnel Handbook, but omitting the “Supervisor’s comment.”</p>	<p><i>Nicole</i></p>
<p><b>Thanking the Hiring team</b> (5 min)</p> <p>We owe a huge debt of gratitude to Sharon Dolan, Gary Facente, and Emily Stoper for creating a staffing vision/plan, revamping the job description, reading resumes, conducting interviews, and checking references. Thank you for your successful search that brought us our excellent new administrator.</p>	<p><i>Nicole</i></p>

<p><b>Christmas Eve dinner for staff</b> (5 min)</p> <p>To avoid a repeat of last year’s timing fiasco that left our staff waiting till after 9 pm for dinner on Christmas Eve, and because we have been planning to provide a meal to the staff, shall we provide dinner to all staff on Christmas Eve? The Board decide to do so. Planning, including divvying of tasks (including ascertaining any individual dietary requirements), will be done by email.</p>	<i>Nicole</i>
<p><b>“For the good of the order”</b> (5 min)</p> <p>(Questions, brief planning, spontaneous items, or pulled from consent agenda)</p> <ul style="list-style-type: none"> <li>• Board thank-you’s Gary: Dennis; Emily: Marilyn; Sharon: Nicole</li> <li>• Review tasks chart</li> <li>• Review rotating tasks signup list</li> </ul>	<i>Nicole</i>
<b>END OF MEETING</b>	

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**BIKE RACK**

- Rev. Kevin Mann’s requests
- Consider different Board meeting format /scheduling (for ex., hybrid? some Sundays?)