

**March 12, 2015 Minutes**  
**Live Oak UU Fellowship Board of Trustees**  
90 Athol Ave., Oakland, CA 94606

**Board Members Present:** Jay Roller, Renee Harper, Roger Hallsten, Kathryn Duke  
**Board Member Absent:** Bernadette Alexander  
**Others Present:** Lisa Fry, David Fry, Mike Carter

*Jay called the meeting to order at 7:05 p.m. Jay did an opening and closing reading*

- 1. Minutes.** February minutes were previously approved by email on a 4-0 vote.
- 2. Treasurer's report and finance.** The budget was reviewed, and Roger suggested instead of over-budgeting as has been done in previous years, we try to more accurately assess actual budget needs. There was discussion about whether to indicate in stewardship campaign materials that the fellowship is running a deficit (spending is exceeding current pledge levels) when in fact we have surplus funds from prior years. Roger will send out a draft of the stewardship letter to the board for review.
- 3. Stewardship dinner:** Richard Arrington has again generously offered to cater our fellowship's stewardship dinner without payment for his time or expenses. There was discussion about his suggestion that Live Oak make a donation to Thunder Road Adolescent Treatment Center. This California nonprofit organization, where he works, provides direct services to youth recovering from alcohol, drug and nicotine abuse.

**Moved and approved by all board members present:** Thunder Road Adolescent Treatment Centers is approved as a potential recipient of Live Oak offertory donations. The Worship Team members will be informed that this is a possible offertory choice for one or more future worship services.

- 4. Children's Religious Education update:** Kathryn discussed efforts to locate and hire staff for our CRE program. A position announcement was placed about 3 weeks ago on Craigslist, Pacific School of Religion and Starr King School for the Ministry websites, and sent to other Alameda congregations. She is also reaching out to Live Oak members in the teaching professions. So far there have been no responses. Kathryn reviewed Live Oak staff payment rates and there was discussion about whether compensation was adequate. There was also discussion about whether the current job description required too much experience in teaching and in familiarity with UU or other religions.

**Moved and approved by all board members present:** Kathryn will revise the job description by reducing the requirements for experience with UU or other religious congregations, and for prior teaching experience. The financial compensation offered will not be changed.

- 5. Monthly Worship Leader update:** Jay noted the consultant contract for monthly worship leader Pamela Gehrke has been finalized. There was discussion about whether the final version of each consulting contract must be approved by the Board before that contract is executed.

**Moved and approved by all board members present:** Live Oak's consultant contracts should be developed by Live Oak's Personnel Committee, which tries to maintain a consistency across all

such contracts while working with the relevant “substantive” committees (such as Music, Children’s’ Religious Education, Adult Religious Education, and Worship). However, the general financial and scope of work provisions of all Live Oak staff contracts must be reviewed and approved by the Board prior to Live Oak executing a consultant contract.

**6. 2015 Goals Report:** Renee noted the Social Justice Service Group is continuing to develop, and noted a potential community service activity in Alameda on Saturday, April 25<sup>th</sup>. There will be a family-friendly coastal clean-up at Crab Cove – advance registration is required, and more information will follow. Due to a scheduling issue, there will not be a SJSJ event in the afternoon prior to our upcoming Game Night on March 29<sup>th</sup>.

**7. Alameda Fourth of July parade:** There was discussion about the costs and possibilities associated with Live Oak again having a presence in the July 4 parade. There is interest, but the board members also recognize the financial and time commitment costs of having a successful participation and public outreach experience. This will be discussed further at next month’s meeting.

**8. Executive Session:** The Board went into executive session to discuss a personnel issue.

Jay did a closing reading; and led the group in song. Meeting adjourned 9:15 pm.

*--Respectfully submitted by Renee Harper, Acting Secretary*

***Live Oak creates loving community through worship and service to others***