

## Minutes – April 3, 2014 Live Oak Fellowship Board of Trustees Meeting

90 Athol Ave., Oakland, CA 94606

**Board Members Present:** Jay Roller, Kate Hand, Kathryn Duke, Roger Hallsten, Renee Harper

**Others Present:** David Fry, Lisa Fry

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

- 1. Treasurer's Report.** Instead of the budgeted deficit, there is currently a substantial budget surplus. This is the result of spending below projections, and contributions this year connected with pledges for past or future budget years.
- 2. Approve Agenda and Minutes:** March minutes were approved by email. Several additions to the board agenda were approved unanimously: talking about District Assembly; appreciation of Kate; discussion of next board retreat.
- 3. Board transition.** There was discussion about the implications of Kate moving to Redwood City. Kate will continue her overall involvement in Live Oak, but at a reduced level. There was consensus that she will continue as a board member for the next months, until a new member is selected to replace her.
- 4. District Assembly.** Several people from Live Oak will be attending. Kate and her family will carry Live Oak's lovely new banner (designed by Renee, working with Lisa).
- 5. Board retreat.** There was talk about possibilities for a future board retreat. This retreat will (1) be designed for current board members plus other individuals who are current or potential leaders within the Live Oak community, and (2) cover some or all of the following topics: what it means to be a nonprofit board member of a congregation, dealing with change, creating an endowment, paths toward growing our numbers.
- 6. Endowment.** Several people have approached Live Oak leadership to ask about an endowment fund. Ruth Levitan has recently made a generous donation. David proposes that we create an Endowment Fund, and an Endowment Committee that will decide how the Endowment Fund money will be spent. There was discussion involving all board members about how restrictive an Endowment Fund should be, based on law and custom.

**ACTION:** (a) David will deposit Ruth Levitan's contribution in a new Live Oak bank account.

(b) The board will continue to discuss specifics of creating an endowment fund committee and fund by talking with Live Oak members and friends who have some knowledge of related legal and practical issues on these topics. These people could be candidates for membership in Live Oak's Endowment Committee when it is created.

- 7. How are the board and fellowship doing?** It's sobering to have Kate & Peter Hand leaving, with all that they have done for the board, choir, worship services, children's program, July 4 parade, and much more. We need to think about priorities: grow our numbers and at the same time offer more programming. How to do this?

Roger gave a closing reading. Meeting adjourned at 8:57 pm.

*--Respectfully submitted by Kathryn Sáenz Duke, Secretary*

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

