

## Minutes – Wednesday, October 25, 2012

Live Oak Board of Trustees Meeting

David & Lisa Fry's apartment

Board Members Present: Kris Arrington, Lisa Fry, Peter Hand, Darlene Pagano,

Absent: Jody Savage

Guests: David Fry, Renee Harper

Peter called meeting to order at 7:15 p.m. Darlene read opening words and we lit the chalice.

**Approve/Modify Agenda and Minutes:** We added time to the Every Sunday Programming topic and added Succession Planning. Peter moved, Lisa seconded, that we approve agenda as modified. Passed unanimously. Everyone checked in at that point.

**Board Minutes and Public Document Content:** Renee had pointed out our minutes are posted on-line and very public. She was concerned about a couple of phrases in some minutes. We had a good discussion about the continued need for transparency, but tempered by the knowledge that others reading them might get an impression that we did not intend. Lisa will revise the minutes that were of concern. In addition, we will, as board members, keep in mind that we are posting documents for the public as well as for ourselves.

**Every Sunday Programming:** Renee sent a thoughtful request to our listserv for input on Every Sunday Programming, but only 7-8 people responded. We feel that many of the same questions would draw a higher response rate if sent out in survey form. Lisa will work with Renee to create a Survey Monkey survey. Darlene suggested that we ask respondents to indicate if they would come to xxxx (each different suggestion). We also discussed the value of consistency of programming versus some variety. There appears to be a consensus that bringing a professional leader to one service a month is of general interest. We will also check that assumption through the survey.

We also noted that it is important to remind people that moving to every Sunday is multi-fold: It is for those of us who already are involved with Live Oak, to deepen our connections and strengthen our Sunday at 4:00 p.m. habit, but also to be available every week for visitors who are looking for the kind of community and worship that we offer. We heartily thank Renee for her role in moving us forward.

**Finances:** Our finances are in good order. In addition to having some folks pre-pay their pledges, we received some money remaining from last year's pledges. The board agreed that the Music Committee can spend a bit more to hire the accompanist they really want to have. David will inform Debra Temple that it is a go.

**Scheduling Congregational Meetings:** Though we like the idea of using 5<sup>th</sup> Sundays for these meetings, the first 5<sup>th</sup> Sunday in 2013 turns out to be the end of March – and Easter Sunday. We need to have our election meeting before that. It is scheduled for January 27. We will then have a meeting on March 24 (end of Stewardship drive, first draft of budget), June 30 (final approval of budget), and September 29.

**New UU Program:** We agreed that this is a good program and think by spring we'll have a number of new people who will benefit from it. Lisa will double-check the dates of Spring holidays that might interfere and give Darlene a heads-up on a date in early April (Friday evening & Saturday daytime).

**Succession Planning:** Kris Arrington, speaking from her experience as a newer board member, suggested leadership/board member training to help develop new members of the board. Peter will check with the district to see if there is someone who will help us plan -- and lead -- a leadership program. This would be for new board members and others.

**Grant Proposal:** No news. Peter will contact Roger Jones to see if they've completed the materials we will need to revise and submit our proposal down the road.

**Alameda Point Collaborative (APC):** Those who participated this past Saturday in the Harvest Festival all felt really good about it. Darlene explained that the as-yet still unstaffed APC committee is "a committee of the board." Peter plans to be involved in that as he rolls off the board.

**Feedback:** So many things happening, so much change -- a little disconcerting. Concerns about APC committee; we do need leaders; some concern about attendance & growth; need fresh viewpoints. Feel good about finishing the mission process and getting a new Small Group going.

Darlene read our closing reading and the meeting was adjourned at 9:00 p.m.

#### **Action Items -- for Board members and guests**

- Lisa will revise minutes from two past meetings and re-post on the website.
- All will be cognizant when reviewing minutes that they will be public.
- Lisa will work with Renee on a survey for Every Sunday Programming
- David will tell Music Committee they are set to go on hiring an accompanist
- Lisa will confirm a date for the New UU class
- Peter will contact the district re leadership training
- Peter will contact our Growth Committee liaison re grant proposal

#### **Action Items Continued from Previous Meetings**

- Darlene will see that money is moved to community bank
- Finance committee will send thank you's for upcoming FY pledges
- Lisa, Kris, and Jay Roller will write a proposed policy regarding pastoral care costs for memorials, hospital visits, etc. where a minister assists.