

DRAFT Minutes – Thursday, October 3, 2013

Live Oak Board of Trustees Meeting

David & Lisa Fry's apartment

Board Members Present: Kathryn Duke, Kate Hand, Darlene Pagano, Jay Roller, Kris Arrington

Others Present: David Fry, Lisa Fry,

The meeting was called to order at 6:59 p.m., with a quorum of five members. Kris did an opening reading.

1. **Approve/Modify Agenda:** Lisa noted that CRE Committee has a quick question to add to the agenda. Darlene said there is no need to keep ARE and Growth Committee agenda items, and requested that the time be used instead for discussion of Live Oak's 5th anniversary event and of Rev. Ben Meyer's installation. The agenda was revised to add these three items, and the new version was moved, seconded, and unanimously approved.
2. **Treasurer's and Finance Officer's Report:** David and Jay reported that we are again under budget for total spending as we complete the first quarter of this budget year. However, 4th Sunday services start this month, so that underspending will diminish or disappear.
3. **Pastoral Care update.** Kris has been in email contact with Sue Magidson about her availability. She continues to be interested and to be waiting for a schedule from a part time job she is starting. Dan Kane may also be interested and available.
4. **PCD Leadership Day, October 26.** Jay, Niels, and Darlene will be the Live Oak three-person team attending the stewardship workshop in the afternoon, and Lisa will also attend this daylong regional conference.
5. **Child Safety.** There was a bit of discussion on this topic at the recent CRE Committee meeting, which will receive ongoing attention.
6. **Rev. Ben's installation.** This is happening on November 3, unfortunately at the same time as a Live Oak worship service. We want to express our congregation's gratitude and warm wishes to Rev. Ben even though we can't be there for his installation.

Followup: Kate will get a nice card, have it signed by congregation members, and send it to Ben.

7. **Live Oak's 5th Anniversary is Feb. 22, 2014.** We might want to schedule some kind of celebration, and tie it into the beginning of our annual stewardship drive. Such a celebration could be part of the stewardship campaign, or part of the Feb. 23 Sunday service and following potluck.

Followup: Lisa will ask Richard to invite Ben as the guest minister for the Feb. 22 service. And she will arrange for people to organize some special treats at the Feb. 22 potluck after the service.

8. **PCD Report.** Holly Ito (Mission Peak congregation, Fremont) contacted Darlene to let us know she is our PCD board liaison. Darlene will be in contact with her.
9. **Development of a Written Policy Regarding Hiring of Live Oak Members.** Kathryn reported that she and Kate Hand and Nanci Armstrong-Temple, who are the three people designated at the prior meeting to work on language describing specific principles or guidelines more flexible than "policies," had agreed to postpone their meeting for at least a month. Until then, at least two of this group's members will be

unable to give appropriate time and attention to developing this important language. In the Board's informal discussion, it seemed to be the sense of the Board that (a) Live Oak currently has an unwritten policy to refrain from hiring members except in highly infrequent and unusual circumstances, and (b) this topic deserves further discussion.

9. Board Committee reports:

- **Welcoming Congregation:** Nothing new to report.
- **Every Sunday Programming:** Fourth Sunday programming starts this month. Darlene and Kate spoke briefly about the September 7 Worship Team retreat discussion as it relates to this topic and to the interaction between music and the many other components of Live Oak worship services.
- **Alameda Point Collaborative:** APC had earlier emailed Live Oak volunteers from last year to see if they are interested and available to volunteer again for the Oct. 19 Harvest Festival. Kathryn and more recently Lisa have been communicating with the congregation to confirm who can be counted on to come help run the children's carnival section that day.

Followup: Kate will make an invitation announcement at the upcoming worship service to remind people about the Harvest Festival.

Kris gave our closing reading at 8:40 p.m.

--Respectfully submitted by Kathryn Sáenz Duke, Secretary of the Board

EXCERPT FROM SEPT MINUTES: Action item: After deliberation made without Kathryn's participation, the other three board members reviewed the relevant facts of Elena's compensation, her duties, and the challenges experienced in recruiting outsiders within the needed time frame for the compensated work. It was agreed by Darlene, Kate and Jay that an arrangement more advantageous to Live Oak is not reasonably possible, and it is in Live Oak's best interest, and it is fair and reasonable, to pay Elena when her assistance is requested.