

**Minutes -- Tuesday, June 22, 2010**  
**Live Oak Board of Trustees Meeting**  
David & Lisa Fry's apartment

Board Members Present: Lisa Fry, Peter Hand, Vicky Jensen, Darlene Pagano, and Ruby Reay  
Guests Present: David Fry, Elizabeth Keir, Richard Stromer

Called to order at 7:20 p.m. To open the meeting, Vicky led us in song (Spirit of Life) and we lit the chalice.

**Approve/Modify Agenda:** Modifications to the agenda: adding a brief discussion of hiring a Lifespan Faith Development director instead of a Director of Religious Education (for children). Follow-ups from the June 13 congregational meeting and approving a fundraising policy were tabled. Inviting guest ministers was moved to an earlier time slot. The modified agenda was approved unanimously.

**Consent Agenda/Approval of Minutes:** Unanimous approval.

**Wheelchair Accessibility:** Lisa reported on her conversations with Margie Cochran, Center for Independent Living, and Kim Blackseph, Access Specialist (whom Margie referred us to). Though neither has seen our actual site, they do not believe a portable ramp will suffice. But they said a permanent structure may be built and attached without triggering the need for remodeling bathrooms, etc. These things can be done in stages. Both these specialists (and Lisa's reading of the ADA regulations) confirm that any ramp needs to have handrails. Kim said there will be an extra review involved because the building is historic, but it should not prevent us from moving forward.

Darlene reported on research on both portable ramps and an outdoor commercial lift. The latter was too expensive, but she and Ruby believe there are ramp systems that would work for us.

Elizabeth Keir said her hope for this meeting was that the board would make a commitment to make progress on wheelchair accessibility this year. She also gave us some concrete examples of things that we (or The Home of Truth) can do in the meantime to make things safer: A sign warning people, especially those with any mobility impairment, that the back steps are not a good option for them; grab bars to help people take the final step into the cottage and perhaps into the sanctuary.

Lisa moved and Vicky seconded: We commit as a board to work toward wheelchair and semi-ambulatory access to all our worship and activity space as a priority for the coming church year (which ends in June-2011). Passed unanimously.

Lisa added we now have two large-print hymnals and will soon have a large-print order of service for Sundays and that both Darlene and David have been looking into assisted listening systems.

**Worship Space Search Update:** We have a survey (put together primarily by Roger Hallsten) ready to send out to members and friends to get input on a number of areas, including location, importance of public transit, parking, aesthetics, acoustics, and more. We felt that before the survey goes out, it would be good to provide some context to folks as they indicate their location preferences. Lisa started a matrix with pros and cons for 3 locations (Alameda, Berkeley, and Oakland). Elizabeth asked that other cities be added (Albany, El Cerrito, e.g.). We talked about the fact that the UUA and our district feel that Alameda is an excellent location for us because there is no UU congregation there and the demographics indicate it is an area where we might have an impact. We also acknowledged that moving into Oakland or Berkeley may be perceived badly by people at the congregations currently existing in

those communities. We will send out some material and the survey link, but will also schedule a congregational meeting where we can have face-to-face conversation about this issue.

**Financial Report:** Darlene reports there is no new information since the report at the June 13<sup>th</sup> congregational meeting. We are in good shape, with money in the bank. David reported we will hire Mary Ellen Morgan to help close the books at the end of the fiscal year.

**Inviting Guest Ministers:** Richard will invite several congregational ministers (one at a time for scheduling purposes). He will send each one a list of dates when we would welcome having them in the pulpit. Lisa will send him a list of suggested ministers, including names discussed at the meeting.

**DRE Changed to Lifespan RE:** Lisa explained the Children's RE committee talked about the idea of hiring a DRE, probably ¼-time (40 hours/month) as the Berkeley Fellowship is doing. But at their last meeting they felt we might not need someone for the full 40 hours/month because we meet for worship and children's programming only two times a month. They were thinking of cutting the position back to fewer hours. Lisa contacted Darlene about an idea to make this position for Lifespan RE or Faith Development, meaning the person hired would manage the children's RE, but would also put some hours into helping to get our adult faith development classes and activities going. Darlene and the board liked the idea. Lisa will contact the Children's RE committee with this suggestion.

**GA Agenda Suggestions for Peter:** Darlene, who has been to GA before, had several suggestions for Peter including attending the main plenary sessions, the district get-together on Wed. night, participating with the UUA choir, an attending the workshop on leadership in small congregations. Lisa mentioned the names of a couple of presenters she recommended he consider.

We had considered an agenda item to approve a subsidy for Peter for his GA travel expenses, but he said it was not necessary so it was not on the agenda. However, Darlene pointed out we budgeted money for it and David stressed it is a good practice for our fellowship to establish. Peter reluctantly agreed to accept funding. The decision about exactly how much will take place off-line, as we were trying to finish the meeting so Peter could leave (he had an early flight the next morning).

**How Are the Board and Fellowship Doing?** There's a lot of excitement around the July 4<sup>th</sup> activities and about being named an emerging congregation. Some expressed happiness we are not slowing down for the summer. It feels like we have more energy this month, our momentum is building. The topic of accessibility felt daunting before the meeting to some, but now people are inspired to move this forward. There is both excitement and some concern about hiring another person.

For our closing, Vicky read "On Religion," by Kahlil Gibran. The meeting was adjourned at 8:55 p.m.

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

- Not Assigned: Investigate grab bars for The Home of Truth
- Lisa will create a sign about the back steps at The Home of Truth
- All: Agreed to keep wheelchair & semi-ambulatory access at the forefront
- All: Agreed to suggest alternate places of worship and begin to investigate
- Peter & Ruby will look at technological ways for all to provide input to the matrix of pros and cons of different cities as potential places of worship
- When ready, Lisa will send out information on how to provide input and the survey link.

- All: We will schedule our next congregational meeting and make choosing a location the main topic
- David will work with consultant to close the books and issue a report
- Lisa will provide Richard Stromer with a list of potential guest ministers, including some discussed tonight
- Richard will determine available dates and invite ministers
- Darlene & David will wordsmith the new policy about fundraising
- Lisa will talk with Laura Prickett and others on CRE about Lifespan Faith Development Director
- Lisa will work with Darlene to see what needs to be added to the job description for that position
- All: Establish amount for GA subsidy for this year

#### **Action Items -- Remaining from previous lists**

- Lisa will research and create a visitor tracking system
- Darlene will email congregation with social justice ideas
- Lisa will set a date for circle suppers and promote them
- Lisa will look for a possible date for a calendaring meeting
- Lisa will get more info on the district visitor survey and using their surveymonkey account
- All: email discussion of people we've not seen and contacting them
- Lisa will report on curricula for integrating new members
- Peter will draft words for calendar priority guidelines (what events come first, e.g.)
- Darlene will check on the possibility of visiting another church as a group
- Lisa will write "expectations of membership" and get input from congregation
- Peter will create an org chart