

Minutes – Thursday, September 15, 2011

Live Oak Board of Trustees Meeting

David & Lisa Fry's apartment

Board Members Present: Lisa Fry, Peter Hand, **Darlene** Pagano, Vicky Jensen

Absent: Jody Savage

Guests Present: David Fry

Called to order at 6:20 p.m. Peter read our opening words, we lit the chalice, and checked-in.

Approve/Modify Agenda: Peter moved we approve the agenda. Vicky seconded. Unanimous.

Financial: We have adequate reserves and several new pledges have come in. David has spent some time with the Quickbooks on-line help staff and now has the budget document approved at the last congregational meeting in good shape to send out. He will send it first to the board, then to the congregation.

Accessibility/Location: Following the visit that Lisa and David had with another access specialist, a friend of Nancy Balassi's, we will look into asking a contractor to come see THOT and, perhaps also, First Congregational Church of Alameda (with their board's approval). THOT's board met this week and their administrator was going to ask them to consider our question: do they have any money available to put into making the facilities accessible, if we also contribute? Lisa will check to see if we have an answer to that question. She will also call one or more of the architects that Kim Blackseth recommended. Vicky will call a contractor friend who works with Alameda contractors. Peter will talk to Andy Lee. We set a limit on how much we would consider spending on this issue: \$15,000. We will compare the costs to make THOT accessible (and how much they can contribute or offset the costs), how much it would take to make FCCA meet our accessibility standards, and what it would take to make the Episcopal church (which is accessible) a more attractive space for worship.

Adult Religious Education Program: Darlene has not been able to find an adult to help with childcare for this class. We need one adult, plus one or more teens depending on the sign-ups. Darlene has 5 facilitators confirmed and one more possible. These people will divide up the material to present. We need to get publicity out asap and get commitments for attendance for this program (Fri, Sept 30, 7-9pm; Sat, Oct 1, 9:30am-2:30pm). Darlene will send info to Lisa who will send it out to the email list.

Congregational Meeting: Preliminary planning for the meeting on Sunday, October 23, 2-4. Primary topic will be accessibility information and choosing a location for our future use. We will also include an opportunity for an introspective exercise, talk about the listening campaign, and more.

Listening Campaign: Peter will draft some materials for us to use for one-on-one listening meetings and for 2 couple of cottage-style (group) meetings. We hope to complete one-on-ones with new people in September and October. We will hold two group meetings, on Oct. 30 and Nov. 13, both at THOT.

New CRE Teacher: Kate Hand and Lisa interviewed several candidates and are delighted with Carol Thomas Cissel, a UU, who has agreed to take this position. She will prepare and teach our children using a UU curriculum that Kate & Lisa selected. The board voted to up the salary that had been offered to Carol. She will be paid \$20/hour, allowing 4 hours per class (total 8 hours per month). Carol, a full-time M.Div. student at PSR (Pacific School of Religion) will also be serving as a part-time intern minister at the Redwood City Fellowship.

Small Group Ministry: Some new people are joining the existing Friday night women's SGM group and a new group has been organized to meet on Wednesday evenings. There are 6 people in that group and Lisa will send out an open invitation for up to 2 more people to join them.

Nominations for January Meeting: Terms for two members (Jay Roller & Kate Hand) of the Nominating Committee are ending, but both are eligible to run again. Terms for two board members are up (Darlene Pagano and Vicky Jensen), but they are both eligible to run again. They will make a decision shortly about whether they will run and will notify Lisa. Lisa will follow up with the Nominating Committee. We need a slate by early December for a January election.

How Are the Board and Fellowship Doing? Looking forward to the upcoming activities, feels promising. Great feeling about SGM moving forward. Feeling good about resolving a potential difficult situation in a respectful manner. Good to be bringing a teacher on-board.

Peter read our closing reading and the meeting was adjourned.

Action Items – for Board members and guests

- David will email the final budget out to board and congregation
- Lisa will call the architects recommended by the access specialist
- Lisa will contact FCCA to see if they would be willing to have a contractor estimate costs for some additional accessibility work
- Lisa will check with THOT to see if they have money to contribute to accessibility
- Peter will talk to Andy Lee
- Darlene will ask via the listserv for a childcare provider for ARE
- Darlene will get info to Lisa for publicity for ARE
- Peter will write questions/materials for listening campaign
- Lisa will announce SGM group open to 2 new people and see if there is interest in a Tuesday or Thursday evening group
- Darlene and Vicky will notify Lisa if they want to remain on the board after January
- Lisa will notify Nominating Committee of needs and timeline

Action Items – Continuing from previous meeting

- David will contact Christ Church Episcopal about a worship service and using the sanctuary
- Darlene will prepare cards for us to match listener pairs
- Lisa will write letters to invite new members
- Peter will add a slot to our agendas for planning ahead for the next month.