

## Minutes – Wednesday, September 20, 2012

Live Oak Board of Trustees Meeting

David & Lisa Fry's apartment

Board Members Present: Lisa Fry, Peter Hand, Darlene Pagano, Jody Savage

Absent: Kris Arrington

Peter called meeting to order at 7:30 p.m. Lisa read opening words. We lit the chalice, and checked-in.

**Approve/Modify Agenda and Minutes:** We approved the agenda (put together largely on the fly). Approval of minutes was deferred and will be done by email.

**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. Darlene will make the arrangements to move the bulk of our money out of Chase and into a community bank. This has been planned for a while.

**September 30 Congregational Meeting:** Darlene will bring the easel, paper, dots, and blue tape. Lisa will send another announcement out, including info on the voting process again. Tomorrow, she'll also send names of members for each of us to phone. Peter will send Lisa the timed agenda and she will get it out to all. At Lisa's suggestion, we are adding one name to the list of potential mission statements.

**Grant Proposal:** The district's Growth Committee is reworking the guidelines for the new congregation funds. They will not be ready for this cycle so no applications are being accepted right now. Peter is not sure if the regular Chalice Lighter proposals are being accepted right now.

**Outreach to FUCO (First Unitarian Church of Oakland):** Peter will draft a letter and send it to the board for review.

**Leadership Continuity:** We have three people going off the board in January. Lisa will notify the Nominating Committee that we need 3 trustees and ask them if any of them want to cycle off the Nom Com. We also talked about burn-out and need for enthusiasm.

**Every Sunday Programming:** Renee Harper has agreed to be the coordinator, but not to recruit people. We need to create a list of people willing to coordinate specific Sundays (Religion & Science, Intergen worship, Taize, TED Talks, etc.)

**Christ Episcopal Proposal for Next Year's Contract:** Lisa wrote a draft. We will also include a statement about a room in the education building and Lisa will send the proposal to the liaison team at CEC.

**Feedback:** Keeping up energy, but looking forward to doing something different after terming off board; need a body of leaders; need ushers, some instructions/systems to make things happen more effectively

Lisa read our closing reading and the meeting was adjourned at 9:15 p.m.

### Action Items – for Board members and guests

- Darlene will see that money is moved to community bank.
- Darlene will bring easel, paper, dots, and blue tape for congregational meeting.
- Jody and Kate will bring some goodies for the meeting.
- Peter will send timed agenda to Lisa who will send out reminder and agenda to full list.

- Lisa will send list of names for each board member to contact to remind about meeting.
- Peter will write a draft of a letter to FUCO.
- Lisa will email Nominating Committee about vacancies.
- Lisa will finalize proposal for renting space at CEC more Sundays and send it off.

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

- Finance committee will send thank you's for upcoming FY pledges
- Lisa and Darlene will finalize a Chalice Lighter's email and send to the congregation.
- Darlene will talk to Kate about possible Sunday talks (TED, forums). We need to determine who is going to contact people who might help with organizing Sunday programs.
- Lisa, Kris, and Jay Roller will write a proposed policy regarding pastoral care costs for memorials, hospital visits, etc. where a minister assists.