

Minutes -- Tuesday, June 23, 2009
Live Oak Board of Trustees Meeting
David & Lisa Fry's apartment

Board Members Present: Lisa Fry, Peter Hand, Bill Pezick, Ruby Reay, and Sharon Slaton
Guests Present: David Fry, Elizabeth Keir, Darlene Pagano, Laura Prickett, and Richard Stromer

Lisa Fry called the meeting to order at 7:35 p.m. After lighting a chalice and an opening reading, the board elected its officers: Peter Hand, President of the Board; Ruby Reay, Vice-President, Bill Pezick, Treasurer, and Lisa Fry, Secretary. Terms of office for board officers will be one year. The officers will work together to create job descriptions for each of these positions.

In order to start having staggered terms for board members, two current board members agreed to have initial 1-year terms on the board. Bill Pezick and Sharon Slaton will have the initial 1-year terms. (Note: Per our bylaws, Board members may run for consecutive terms.)

All attendees (board members and guests) engaged in a lively discussion of processes to use to identify Live Oak's vision and mission. We discussed the process described in the UUA Congregational Handbook: <http://www.uua.org/documents/congservices/visionmissioncovenant.pdf> and one from the book *Churchworks* (pdf attached). Those who had attended the Small Congregations Workshop spoke positively about going through a process to identify each person's personal ministry. The Board believes that will be a good starting point for the congregation's work together. The consensus of all those present was that we want the visioning process to help identify -- and create -- excitement and passion and help us all *fall in love with our fellowship*. We recognized the process may be more important than the end product. We want to be able to express our vision in many ways -- in art, in music, in stories, for example. We are including the source materials we are reviewing in the hopes that many members and friends will be inspired to read and think about this process as well.

Robert Mittman (who does this work professionally) has generously offered to help us with the vision process. He believes he will be available to facilitate the process on Sunday, August 23rd. The Board will discuss the process further at their next meeting (Tuesday, July 28th) and will also coordinate with Robert. Ruby will lead an activity at the next Board meeting to help us create the process we will use.

Richard Stromer and Kate Hand are preparing the July service and hope to include reflections/thoughts that will help open us all to the process for creating our vision and identifying our passion.

Next we discussed the need to establish organizational structures in several areas, including worship, membership, religious education (RE), and finance.

Finance

David Fry will be the chair of the finance committee. However, he and Bill Pezick will share responsibilities for finance, functioning as co-treasurers and co-chairs of the committee. Ruby Reay will also serve on this committee. They will look for a few more people to work with them. This committee will report directly to the Board of Trustees and will be responsible for annual Stewardship campaigns to support the fellowship. David Fry will work on the Stewardship campaign this year and Bob Hood has offered to assist. More help is needed.

Worship

Richard Stromer chairs this committee. He reported there will be training for worship leaders and associates in the fall. His intent is there will then be enough leaders and associates to conduct services so that no one person does it more than once a quarter. But more people are needed in both roles. We will

also invite guest ministers/speakers. Our finance committee will budget for this (probably 6 guests in the coming year.)

Religious Education - Children

Laura Prickett told us about an article she read on the UUA site that described ways for RE teachers to work together, to learn more themselves, and to create a type of small group ministry for the teachers.

(<http://www.uua.org/leaders/leaderslibrary/teacherdevelopment/teacherdevelopment/index.shtml>)

The idea -- providing more support for RE teachers, deepening the experience of teaching and expanding the connections to community -- sounded appealing to all. Laura addressed her feeling that we (members and friends) are better -- more passionate -- teachers for our children and youth than paid teachers.

Elizabeth recommended finding a way to provide more support for the teachers, perhaps something as simple as dinners together or a retreat. Darlene spoke about a program at the Palo Alto church called the Parents' Journey. She is going to get us more information about that. David attended a District Assembly (DA) workshop about an RE curriculum created for parents and children to learn together. Laura volunteered to co-chair the role of RE Coordinator, noting she cannot put in much time on this until September. We need a co-chair to work with Laura -- and then teachers. We hope to start the RE program this fall.

Religious Education - Adult

Richard Stromer volunteered to teach two adult education programs using some of the Tapestry of Our Faith curricula from the UUA. He has taught both these classes before and thinks they are excellent.

Darlene Pagano agreed to be the chair for this function. Because we are offering worship services only two Sundays a month, it was suggested that we offer Adult RE (and probably simultaneously Childrens' RE) on alternate Sundays. We will investigate this option further.

Membership

We still need volunteer(s) to chair the Membership function, but Elizabeth volunteered to make contact (by phone and/or email) with first-time visitors within a few days after each service. David Fry pointed out that each member of Live Oak is a member of the membership committee. It is important that each of us greets and welcomes guests (and one another) each and every Sunday.

Communications/Marketing

We briefly addressed the need for a handout to give to guests when they come to a service. Lisa Fry will work on that. She has already contacted some of the families who live in Alameda to get low-cost and no-cost ideas for promoting the church on the island. We will also promote Live Oak in Oakland, Berkeley, and more. She will also look into obtaining a supply of pamphlets and brochures from the UUA.

Because the Home of Truth is not available on the 4th Sundays of the month, we discussed changing worship to 1st & 3rd Sundays starting in September. Sharon expressed concern about making this decision without more input from the larger congregation. Because people were aware that the Board was planning to vote on this decision, we felt we could move forward, but agreed that we would also poll the membership for the future.

Ruby moved and Bill seconded that we move to 1st & 3rd Sundays beginning in September. Unanimous support.

We will reserve the space at Home of Truth for 1st & 3rd Sundays through the end of December-2009 and then re-evaluate after hearing from the congregation.

There is nothing new to report on the progress of our 501(c)(3) team. Related, David Fry reported that we now have a checking account and an initial balance of \$1,708. There are several outstanding bills that need to be paid (rental reimbursement and fees for filing our tax-exempt application, e.g.). The Finance Committee will report more detail to the membership as soon as they have a chance to meet. They will then make clear and transparent reports on a regular basis. **Ruby moved and Peter seconded that we delegate to the Finance Committee who will be signatories on the checking account. Unanimous support.**

The Board chose to table the discussion of how frequently we need congregational meetings and scheduling a congregation vote for Nominating Committee members.

We then shared a closing reading and extinguished the flame. The meeting was adjourned at 9:30 p.m.