

Minutes -- Tuesday, September 22, 2009

Live Oak Board of Trustees Meeting

David & Lisa Fry's apartment

Board Members Present: Lisa Fry, Peter Hand, Ruby Reay, and Bill Pezick; Sharon Slaton was ill.

Guests Present: David Fry and Darlene Pagano

Peter Hand started the meeting at 7:10 p.m. with a reading and chalice lighting.

Two items were added to the agenda: Discussion of changing the start time of future board meetings and brief discussion of the proposed gift of a chalice to Live Oak.

Lisa moved and Ruby seconded the minutes of the previous meeting be approved. Unanimous approval.

Treasurer's Report: Bill reported we our reconciled bank balance is \$1,387.26. Richard Stromer requested \$120 to purchase 6 copies of a book to help each Worship Leader plan services. Because we do not yet have a budget or approval system, Bill suggested that the Board needed to consider this request. Bill moved and Lisa seconded we allow the expenditure. Passed unanimously.

501(c)(3) Report: After a brief review of this process, Bill moved and Lisa seconded two motions:

Be it resolved that it shall be the policy of Live Oak UU Fellowship to encourage members to aid other charitable organizations described under IRC 501(c)(3) by periodically recommending that they make personal donations by check to such organizations, and by collecting such checks during our services.

Be it resolved that preparation of our IRS application for 501(c)(3) status be transitioned from the ad hoc 501 (c)(3) committee to the Finance Committee.

Both motions passed unanimously. Bill will write a sentence for future Orders of Service and for announcement that Live Oak does not provide receipts for such donations, but that the organizations themselves usually do.

Stewardship Campaign: David Fry presented the proposed brochure for the campaign with a few questions. The Board approved the use of the chart in the brochure. Darlene asked about including two organizations (UU Legislative Ministry and UU Service Committee) in discussing paying our "fair share" to the larger denomination. The Board suggested this needs to come further down the road, after our 501(c)(3) application is approved and we are building a real budget. But we do want to keep this in mind and asked Darlene to work with others to present a proposal some months from now.

We discussed the option of this Stewardship drive being for pledges to cover just the next 8 months, which would mean having another drive in 6 months versus making these pledges for 20 months. After discussing the pros and cons, the Board chose to make this drive for the longer period with the idea that in 6 months we might have an interim smaller drive to pick up people who are new to the church or did not pledge at this time.

Lisa moved and Peter seconded the Board authorize David to set up a way for members and friends to be able to pay their pledge through automatic withdrawals or using credit cards. There is a service fee for these services, but the UUA fundraising consultants recommend offering these options and some present at the meeting affirmed the usefulness. Passed unanimously.

Leadership Gathering: The Board decided what is needed right now are communication tools to keep everyone aware of what is being planned. Ruby agreed to continue researching a calendar. We will ask each

committee chair to consider submitting an update on plans for a monthly newsletter so everyone in the fellowship is informed of activities. As an interim step, it was suggested each Board member choose to be a liaison to one committee. This will be further discussed off-line.

Nominating Committee: While several names were suggested as possible candidates for this committee, it was ultimately decided an email first would be sent to all current members asking for nominations, including self-nominations. Lisa will write a brief description of the job of a member of the Nominating Committee. After the initial query, if more names are needed, Board members will personally ask a few people to consider taking on that role.

Association Sunday: Though the majority of UU churches will hold an Association Sunday service in October, ours will be after the first of the year. Darlene agreed to contact Richard to find a date for this service and to help with the planning of service whose theme will be the larger association, in all its parts. Lisa will contact Linda Laskowski to see if she might have open dates when she could come and speak to the congregation.

Communication Norms and Policies: Peter reminded us all that our conduct as trustees reflects not only on ourselves, but also on Live Oak as a whole. It is important that we set the tone and model love, compassion, and caring in our communications (oral and written).

Shared Ministry/Vision/Passion Follow-up: Peter will contact Robert to provide him with what he needs to be able to re-record his synthesis of our passions, as his original recording malfunctioned. Lisa will work on a summary of that event.

Changing Meeting Time: Bill moved and Ruby seconded that we change the start time of our meetings to 7:15 p.m. Both Bill and Ruby are finding it impossible to get here by 7:00 p.m. Passed unanimously.

Chalice Gift: Some friends from the Oakland church purchased a chalice as a gift for Live Oak, a very welcome gesture of friendship and understanding. The details for when and how this gift will be presented are being worked out.

Feedback / How is the Board and the Fellowship doing? Excellent feedback on Live Oak. There is a sense of love and connectedness as well as energy. We do need to work on getting a Membership group functioning. A need was expressed to formalize our music program and to establish and facilitate the choir. Another suggestion was a drop-in Covenant Group to help people connect. Worship continues to be fantastic and a clear strength. It was noted that we, as Board members, need to be cautious about burn-out. We need to prioritize and be willing to push things out, if necessary.

Peter read the closing words. We adjourned at 9:10 p.m.

Action Items – for Board members and guests

- Bill will write a sentence for Orders of Service and announcements explaining that Live Oak does not provide receipts for donations to other organizations
- David will investigate automatic withdrawal and credit cards for pledge payments
- Ruby will work on a google calendar for Live Oak
- Lisa will request submissions for a newsletter on a monthly basis
- Board will discuss possible liaison roles to committees
- Lisa will send an email inviting self-nominations to the Nominating Committee, including a job description
- Darlene will contact Richard Stromer re Association Sunday worship service
- Lisa will contact Linda Laskowski re Association Sunday worship service
- Peter will contact Robert Mittman for a re-recording of synthesis of vision process