

**Unitarian Universalist Church of Berkeley
Congregational Meeting
May 17, 2020
Meeting Conducted via Zoom Video Conference**

MINUTES

Call to Order and Determine Presence of a Quorum

Kerry Simpson, President of the Board of Trustees, thanked the volunteer tech team who spent hours preparing for the meeting. She said if we were in the Sanctuary we would be having a ribbon-cutting ceremony for the new ramp to the chancel and thanked Jane Lundin for funding the ramp in memory of Bob Lundin.

President Simpson called the meeting to order at 12:07. There were at least 99 people present, so a quorum was determined.

Chalice Lighting: Rev. Christian Schmidt read an invocation while President Simpson lit a candle.

David Rosales gave instructions for “raising hands” during the meeting and how to participate in a Zoom poll.

Adoption of the Agenda

A motion to adopt the agenda passed by poll.

Minutes

The minutes of the February 9, 2020 Congregational Meeting were approved with one correction: In the tie vote for the Board, replace Helen Tinsley-Jones with Elaine Miller.

Announcement of Schweitzer Medal Recipients: The awardees are Barbara Cullinane and Deborah Schmidt. Awards will be presented when congregation is able to meet in person.

Election of new members to the Nominating Committee: Victoria Bowen, Dayana Claghorn, Robin Cooper, Selene Fabiano and Max Jenny were approved to join the Nominating Committee for next February’s Board of Trustees election.

State of the Congregation: Kerry Simpson, Board President, read a poem and remarked on what a year it’s been.

Approval of Budget for the 2020-21 Fiscal Year

Tess Snook O’Riva, Executive Director, and Larry Nagel, Treasurer, each presented several slides and answered questions. With many unknowns at this time, they expected to present a revised budget during the fiscal year. The draft budget was based on hoping to reopen in the fall. A vote was held via Survey Monkey and the draft budget was approved.

Following a benediction by Rev. Christian Schmidt, the meeting was adjourned at 1:26 p.m.

Respectfully submitted,

Ann Harlow, Secretary

Unitarian Universalist Church of Berkeley
Congregational Meeting
February 14, 2021
(by Zoom video conference)

MINUTES

Call to Order and Determination of the Presence of a Quorum

Acting President Kathryn Jay called the meeting to order at 12:27 pm and a quorum was established. (72 computers were linked at start, 86 later, many with more than one UUCB member watching.) Rev. Michelle did a chalice lighting reading.

Adoption of the Agenda

A motion (M Marin Fischer/S Dayana Claghorn) to adopt the agenda passed. Kathryn Jay read the Covenant of Right Relations.

Minutes

The minutes of the May 17, 2020 Congregational Meeting (M Larry Nagel/S Dayana Claghorn) were approved.

Stewardship Team Report

Patrick Cullinane reported that this year's stewardship campaign is represented by the tree of life mosaic and "Care, Compassion, Community." He expressed some of the financial challenges for the coming year. Michael Armstrong spoke about the "why" of giving. The main pledge campaign will run March 7-28 so the Board will know how much to budget for fiscal 2021-22.

Budget Revision

Tess O'Riva explained the proposed changes. She expects the projected deficit to disappear by the end of the fiscal year. The changes were approved by voting on Survey Monkey following the meeting.

Widening the Circle of Concern Report: A video from the Board task force on the report from the UUA was shown to familiarize the congregation with the anti-oppression project. Kathryn encouraged everyone to read the full report and talk with members of the task force.

Flaming Chalice Awards (announced by Kerry Simpson)

Lonnie Moseley presented the award to Victoria Bowen.

Ladie Malek presented the award to Kathryn Jay.

Christina Creveling presented the award to Ariel Smith-Iyer.

Beth Jerde presented the award to Helen Toy.

Recognition

Kerry Simpson expressed gratitude, love and respect to outgoing Board of Trustees members Jack Duggan, Kathryn Jay, Logan Stump-Vernon, and outgoing Treasurer Larry Nagel.

Election

Beth Pollard, chair of the Nominating Committee, thanked the Nominating Committee members for their service: Victoria Bowen, Dayana Claghorn, Robin Cooper, Selene Fabiano, Don Klose, Max Jenny and Marta Tobey. She announced that Ariel Smith-Iyer had been elected for a one-year term, Cordell Sloan was reelected for a second three-year term, and Bill Brown and Randall Hudson were newly elected for three-year terms.

Board Installation, Benediction and Adjournment

Rev. Michelle Collins installed the 2021-22 Board with a virtual “laying on of hands” and gave the benediction, a reading by Rilke.

Kathryn Jay adjourned the meeting at 1:28 pm.

Respectfully submitted,

Ann Harlow, Secretary

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Congregational Meeting
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Respectfully submitted,

Ann Harlow, Secretary

Unitarian Universalist Church of Berkeley
Congregational Meeting
May 23, 2021
(by Zoom video conference)

MINUTES

Call to Order and Determination of the Presence of a Quorum

President Beth Pollard called the meeting to order and said that far more than the 48 required for a quorum were present. Rev. Michelle Collins did the chalice lighting and reading, followed by the land acknowledgment read by Helen Tinsley-Jones and the covenant read by Alisa Gould Sugden.

Adoption of the Agenda: A motion to adopt the agenda (moved by Dayana Claghorn, seconded by Selene Fabiano) carried.

Minutes: The minutes of the February 14, 2021 Congregational Meeting were approved as drafted (moved by Cordell Sloan, seconded by Anne Geenwood).

Presentation of Schweitzer Medal for Extraordinary Service

Jane Middleton presented the award to Lonnie Moseley. Linda Zittel presented it to Larry Nagel.

Recognition of Office Administrator Alisa Gould Sugden

The Board presented Alisa with a proclamation of appreciation as she prepared to retire in June after 21 years of service.

Reports: President Beth Pollard gave the State of the Congregation report. Lenore Ralston, chair, reported for the Endowment Committee. Tom Tripp, chair, gave the Capital Projects Oversight Committee Report.

Annual Financial Report and Budget for the 2021-22 Fiscal Year: Executive Director Tess Snook O'Riva commented on the documents sent out with the agenda.

Action Items:

Jean Gleason moved and Tom Tripp seconded that the proposed **budget** be adopted. The budget was approved by means of an online survey following the meeting because it was considered a major decision. The approval was unanimous with 86 votes submitted.

Also by online survey, the Board's recommendation of Lynne Cahoon, Sandy Portillo-Robins, and Terry Stokes to join the **Nominating Committee** was ratified unanimously with 86 votes.

Per procedures in the Bylaws, a congregational vote was taken in advance of the meeting on a number of amendments to the **Bylaws** (indicated in color on the attached). They were approved with 49 yes votes and 2 no votes.

After a benediction by Rev. Michelle, Beth Pollard adjourned the meeting.

Respectfully submitted,

Ann Harlow, Secretary

Unitarian Universalist Church of Berkeley
Congregational Meeting
February 13, 2022
(by Zoom video conference)

MINUTES

Call to Order and Determination of the Presence of a Quorum

President Beth Pollard called the meeting to order at 12:13 pm and, after some tech preliminaries, a quorum of at least 79 members was established. Rev. Michelle did a chalice lighting with a reading by Albert Schweitzer. Kerry Simpson read the Covenant of Right Relations and Ann Harlow read the land acknowledgment.

Adoption of the Agenda

A motion to adopt the agenda (M Selene Fabiano/S Marin Fischer) passed.

Minutes

The minutes of the May 23, 2021 Congregational Meeting (M David Roberts/S Selene Fabiano) were approved.

Presentation of Flaming Chalice Awards for extraordinary service:

Sheldon Jones presented the award to Jim Acock.

Camille Parker presented the award to Sheldon Jones.

Cheri Stallman presented the award to Elaine Miller.

Karen Elliott presented the award to Helen Tinsley-Jones (pre-recorded).

Information Forum on ministerial search process: Dr. Melissa James, Unitarian Universalist Association/Pacific Western Region Congregational Primary Contact, described the process for calling a minister who would start here in August 2023. She said her key points were that we are not alone as a congregation, we will be supported, and UUCB has a lot to offer any prospective minister. Details can be found in handbooks on the UUA website. After questions and answers, Beth Pollard noted that any additional questions that come up can be sent to her, and the Board will be deciding what type of search to launch at its March 2 meeting.

Interim Minister Report: Rev. Dr. Michelle Collins announced:

- There will be a congregational process over the next several months to determine the future of the Freestone Retreat property.
- The COVID omicron variant has delayed reopening plans. The Opening Task Force continues to review data, including on covidactnow.org. Contra Costa County is still in a high-risk category for large group gatherings. She is hoping we can have in-person Sunday services by the end of March.
- UUA minister Rev. Jeanne Pupke, a national leader, died on Wednesday.

Reports:

- Patrick Cullinane and David Roberts introduced the **Stewardship** Committee's upcoming annual pledge drive, "Sustenance and Sanctuary in Challenging Times." The committee this year also includes Lynne Cahoon, Selene Fabiano, Don Klose, Ladie Malek, and Ariel Smith-Iyer. Pledging can now be done easily online through the UUCB website and new Breeze software.

- Lonnie Moseley, Melissa Rosales and Suzette Anderson-Duggan reported on the **Widening the Circle of Concern** Standing Committee. Several recommendations from the WTCC task force are already being implemented. The task force's report is available on the UUCB website under "About." The process is intended to involve the entire congregation. The Committee can be reached via widenthecircle@uucb.org.
- Tom Tripp gave the **Endowment Capital Projects Oversight** Committee report. A lot has been accomplished, and there is still \$190,806 available thanks to several large donations. Costs for various other potential capital projects are being studied.

Recognition of outgoing Board of Trustees members:

Kerry Simpson, Ariel Smith-Iyer, and Board Secretary Ann Harlow were honored with gifts and words of appreciation from fellow Board members.

Results of Board of Trustees Election: Helen Tinsley-Jones, convener of the Nominating Committee, announced that Beth Pollard, Michael Armstrong and Pier Sun Ho are each elected to a three-year term. Beth thanked and named the Nominating Committee members: Victoria Bowen, Lynne Cahoon, Dayana Claghorn, Robin Cooper, Selene Fabiano, Max Jenny, Sandy Portillo-Robins and Terry Stokes.

Board Installation, Benediction and Adjournment

Rev. Michelle Collins installed the 2022-23 Board with a chorus of "we wills" and gave the benediction, three quotes from Albert Schweitzer.

Beth Pollard adjourned the meeting at 2:17 pm.

Respectfully submitted,

Ann Harlow, Secretary

Unitarian Universalist Church of Berkeley
Congregational Meeting

May 22, 2022

(In-person and by Zoom video conference)

MINUTES – Draft

Call to Order and Determination of the Presence of a Quorum

President Beth Pollard called the meeting to order at 12:40PM and said that 50 people were required for a quorum. A presence of quorum was established (14 people on Zoom and 52 people in the sanctuary). Rev. Michelle Collins did the chalice lighting and reading, followed by the covenant read by Lisa Maynard, and the land acknowledgment read by Beth Pollard.

Action Items:

- **Adoption of the Agenda:** A motion to adopt the agenda (moved by Jean Gleason, seconded by Jane Lundin) carried.

- **Minutes:** The minutes of the February 23, 2022 Congregational Meeting were approved as drafted (moved by Deborah Schmidt, seconded by Roberta Shaw).

Presentation of Schweitzer Medal for Extraordinary Service

Stephanie Ann Blythe presented the award to Jean Gleason. Lonnie Moseley presented it to Ann Harlow.

Installation of the Ministerial Search Committee

Rev. Michelle installed the following individuals for the Ministerial Search Committee: Ariel Smith-Iyer, Deborah Schmidt, Don Klose, Greg Lemieux, Ladie Malek, Lorraine Schnurr, Sandy Portillo-Robins, and Suzette Anderson-Duggan.

Reports

President Beth Pollard gave the State of the Congregation report. Don Klose reported for the Stewardship Committee. Anita Mermel, Endowment chair, reported for the Endowment Committee. Lenore Ralston, Treasurer, provided a financial report. Tess O’Riva shared slides to explain the financial “pickle” that came to a head at UUCB in 2018, what led to it, how it was managed, and processes that have been put in place to prevent it from happening again.

Proposed Budget for the 2022-23 Fiscal Year

Tess O’Riva presented slides and spoke about the proposed budget. She indicated the proposed budget is a deficit budget and that cash reserves from Fiscal Year 21-22 can help with this deficit. Tess answered questions.

Tom Tripp moved and Jean Gleason seconded that the proposed budget be adopted. The motion passed with one opposition vote.

After a benediction by Rev. Michelle, Beth Pollard adjourned the meeting.

Respectfully submitted,

Selene Fabiano, Secretary