

Unitarian Universalist Church of Berkeley
Board of Trustees Meeting Agenda
Wednesday, March 7, 2024

Via Zoom: <https://zoom.us/j/91070175965?pwd=d2FUcWZCQjYzVEF2MFZabWJQQVRrUT09>

7:15 1. CALL TO ORDER & OPENING RITUALS

- a. Chalice reading & lighting – Beth Pollard
- b. Board Covenant reading – Helen Toy
- c. Land Acknowledgment Statement – Michael DeWitt
- d. Widening the Circle Statement – Michael Armstrong

7:25 2. CONSENT AGENDA – Items may be approved in one motion unless a Board member requests an item be removed for question or placement under discussion/action

- a. Approve agenda
- b. Approve February 2024 Board Meeting minutes
- c. Accept monthly Treasurer’s report
- d. Accept monthly Freestone Oversight Committee report
- e. Authorize Co-President(s) to make minor changes to Congregational Meeting Agendas without Board Approval
- f. Approve shortened Land Acknowledgement for use by the Board

7:30 3. MINISTER’S REPORT

7:35 4. ANNOUNCEMENTS/LISTENING

- a. Board or staff announcements, Board Listening Presence
- b. Congregants who wish to speak to the Board on agenda items or other matters.

7:40 5. DISCUSSION/ACTION ITEMS

- a. New Member Welcome – Helen Tinsley-Jones and Pier Sun Ho
- b. Annual Report – Tess Snook O’Riva
- c. Approve DFM Search Committee – Rev. Marcus
- d. [Board Liaison and Committee Review and Sign-Ups](#) – Helen Tinsley-Jones
- e. Beacon Article – Pier Sun Ho

7:55 6. BOARD COMMITTEE MEMBER/LIAISON REPORTS

8:00 7. CLOSING COMMENTS AND ADJOURNMENT

Aspirational Covenant of the UUCB Board of Trustees

Approved September 2019, updated May 2020

We as the UUCB Board of Trustees agree:

- To stay committed to connection even when we disagree;
- To recognize the fullness of our power, and the many responsibilities that power entails;
- To listen actively to each other and the congregation, and to seek out opportunities to do so;
- To be caring, respectful, present and open-minded;
- To work together to make the changes the congregation needs, as we keep the best interests of the congregation above our own and to live into our mission;
- To support and trust each other in our work;
- To remember the goal of our work is to build a thriving, loving congregation;
- To be unafraid in the face of hard decisions, to be unafraid of making mistakes, knowing that we will learn from them if we do, and to be unafraid of challenging sacred cows; and
- To come to decisions we all feel we can support while recognizing diverse views.

Land Acknowledgement Statement

As we begin, we want to acknowledge that this church occupies land in Huchiu* in the unceded territory of the Chochoeny** -speaking Ohlone*** people. May we have the humility and courage to do our part to restore what has been broken and the wisdom to live into a new solidarity with Indigenous communities and the earth.

*Hoo-chee-oun—last syllable rhymes with spoon

**Cho-chen-yo

***Oh-loh-nee

Widening the Circle Vision Statement

We, the trustees of UUCB, commit ourselves to championing racial justice embodying anti-racist practices, and confronting and dismantling white supremacy culture and all forms of oppression (including but not limited to racism, sexism, ableism, homophobia, transphobia, classism, ageism, xenophobia and religious oppression (including anti-Semitism and Islamophobia) in everything we do.

Mission Statement of the Unitarian Universalist Church of Berkeley

The mission of the Unitarian Universalist Church of Berkeley is to create loving community, inspire spiritual growth, and encourage lives of integrity, joy and service.

Vision Statement of the Unitarian Universalist Church of Berkeley

The Unitarian Universalist Church of Berkeley is a welcoming and vibrant congregation. We joyously support spiritual development guided by individual faith, reason, and conscience. We are committed to serving one another, the church community, the community at large, and the global community. We foster a spirit of generosity and trust that encourages care for our church home and affirms diversity and relationships consistent with Unitarian Universalist principles.

**Unitarian Universalist Church of Berkeley Board of Trustees Meeting
Wednesday, February 7, 2024**

Meeting Conducted via Zoom Video Conference

Minutes – Draft

ATTENDEES

Voting members: Michael Armstrong, Bill Brown, Kay Fairwell, Pier Ho, Randall Hudson, Beth Pollard, David Rosales, Cordell Sloan, Helen Tinsley-Jones

Absent: No voting members were absent.

Ex officio members: Rev. Marcus Liefert, Tess O’Riva (Executive Director), Selene Fabiano (Secretary)

Visitors: Michael DeWitt, Jean Gleason, Anne Greenwood, Lynn Hammond, Ann Harlow, Albert Kueffner, Larry Nagel, Marta Tobey, Helen Toy

A quorum being present, the meeting was called to order by Helen Tinsley-Jones, co-president, at 7:20__p.m. Cordell did the chalice lighting and reading, Michael read the Board covenant, Selene read the land acknowledgement, and David read the Widening the Circle Vision Statement.

CONSENT AGENDA

A motion for the following (M _Helen_/S_Michael_) passed unanimously:

- Approve agenda
- Approve January 2024 Board Meeting minutes
- Accept monthly Executive Director report
- Accept monthly Treasurer’s report
- Accept monthly Freestone Oversight Committee report
- Approve revisions to the February Congregational Meeting agenda

MINISTER’S REPORT

Heaven Walker will leave her position as Director Family Ministry and Lifelong Learning at the end of June to pursue becoming a chaplain. Reverend Marcus has scheduled a meeting next week for the people most involved with Family Ministry. By the end of February, Reverend Marcus plans to have put together a hiring team, the composition of which he will share at the

March Board meeting. March is the right time to get search for a new FM Director since this is the time when religious professionals are most likely to be looking for new positions.

Update on the installation: The following previous UUCB ministers will be in attendance: Barbara & Bill Hamilton-Holway, and Chris Holton Jablonski.

The Stewardship kick-off is on Sunday March 3rd.

Tess and Rev. Marcus have begun working on the budget for FY24-25. They reviewed staff salaries in the context of UUA's salary guidelines. UUCB has some catching up to do for some positions.

Networking with local clergy is one of Reverend Marcus' goals. Toward that end, he attended a "Faith and Justice" which brings progressive faith leaders together. In addition, UUCB will host GRIP's annual meeting next month, providing another opportunity to connect. Marcus was invited to be the chaplain for a trip to Tijuana in early April with other congregations. The goal of the trip will be to build a home in a few days.

ANNOUNCEMENTS/LISTENING

Board or Staff Announcements:

- Congregational Meeting Sunday, February 11, 2024. Staff will be introduced for the first time.
- Board of Trustees election has begun -Voting will close just before the start of the 2/11/24 congregational meeting. Please vote.

Report from Board listening presence:

One congregant expressed interest in changing UUCB's name to Unitarian Universalist Congregation of Berkeley.

Congregants who wish to speak to the Board:

Lynn Hammond expressed gratitude for the current board.

Michael Dewitt reported 50 people came to the Freestone Committee's film and dinner fundraiser. He also proposed the idea of using the UUCB church parking lot as a distribution center for the Food Bank of Contra Costa and Solano.

DISCUSSION/ACTION ITEMS

a. Annual Report – Tess Snook O'Riva

Tess postponed sharing Annual report with the Board until the March Board meeting after it has been reviewed by the Finance Committee. The Annual Report is an internally-developed document and communication to the congregation and community. Tess's goal is to present future annual reports in the fall.

b. Governance Manual Task Force: Approval of updated Governance Manual – Beth

Pollard and Kay Fairwell

Kay shared three additional proposed revisions. These proposed revisions are in addition to the revisions presented at the January Board meeting. The 3 additional revisions are as follows: 1. Clarifying language regarding endowment provisions. 2. Stated that employees may use the grievance process for termination actions. 3. Added policy language supporting the Good Neighbor donation practice and Christmas Eve plate donations going to the Minister's Discretionary Fund. Kay and Beth reminded us that the Governance Manual is a living document and can be updated at any time.

Motion: Pier made a motion to approve the revisions to the Governance Manual as submitted in the board packet. Michael seconded. The **motion passed** unanimously.

c. Board Process for New Members – Helen Tinsley-Jones and Pier Sun Ho

At a previous Board Meeting, the Membership Co-Chairs, Lonnie Moseley and Victoria Bowen, requested the following actions to help welcome new UUCB members and introduce them to the Board of Trustees:

1. A Certificate of Membership be mailed to each new member. UUCB Administrator Janae has begun doing this.
2. Every 6 months, the Board would invite new members to a Board Meeting where they would be introduced and welcomed by the Board. Selene agreed to send the email invites. We will begin this tradition at the March 6, 2024 Board Meeting

Discussion:

Several members stated they thought it was a good idea.

There was a suggestion that board members reach out by phone to new members to welcome them. Each new member would be assigned to an individual board member. There is currently a backlog of new members, since we are going to start with welcoming all the new members since January 1, 2023, but in the future, it is anticipated that there would usually be no more than one new member for each board member to call. This task would need to be added as a standing discussion item in order to assign new members. There was discussion regarding creating a list of "talking points" including mentioning ways the new member could become more involved. Michael will reach out to Victoria to see what Membership already shares with new members. Rev. Marcus stated that he and Charis recently created a brochure that outlines church programs and activities.

d. Transylvania Partner Church Meetings – Anne Greenwood

Anne Greenwood provided a report on the January 20, 2024 meeting with the Church Council of UUCB's partner church in Transylvania, Reverend Marcus along with some members of the Partner Church Committee, and representative members of the UUCB Board of Trustees. Anne's written report will be included in the March Beacon and next week's "The Week Ahead." Anne is planning a trip to Transylvania and encouraged all interested parties to join her. Anne is interested in establishing quarterly calls with the Church Council of our Partner Church, as well as the possibility of bringing their minister and some members to Berkeley to visit. Anne will work with Marta to have more information about our Partner Church program shared with the Program Council.

Question: Is there still a Balázs scholar from Transylvania?

Answer: The Balázs scholar program ended due to changes in Starr King, as well as changes in the building that had housed the visiting scholars. There is still work being done on the archives but the visiting minister program has stopped.

e. Beacon Article – Pier Sun Ho

Will set up a new rotation for board tasks starting March 2024.

BOARD COMMITTEE MEMBER/LIAISON REPORTS

Kay reported that \$120 was given to each UUCB staff member as part of our Staff Appreciation effort. Helen, Pier, and Kay went to the staff meeting to present the financial gifts and to express appreciation.

Awards Committee – Michael A. reported that the Schweitzer recipients have been chosen.

Stewardship Committee – Selene and Kay encourage board members to pledge early.

CLOSING COMMENTS

Appreciation and thanks were extended to Bill, Cordell, and Randall who will complete their terms on February 11th. All three board members shared that serving on the board had been a positive experience for them.

ADJOURNMENT

The meeting adjourned at 8:33 PM.

Respectfully submitted,

Selene Fabiano, Secretary

TO: UUCB Board of Trustees
FR: Carolyn James, Treasurer
RE: Report for Board Meeting – March 6, 2024

Update on Tax Filings:

The Calkins Trust tax returns for 2023 were filed this month. There were no taxes, penalties, or interest due with the return.

The Pooled Income Fund trust returns, including the information Form 5227, were filed this month for years 2020, 2021, and 2022. No taxes, penalties or interest were paid with the returns, however it remains possible that penalties will be assessed later. The CPA firm (Byrne Seligman) is currently finishing work on the 2023 returns for the Pooled Income Fund.

The Finance Committee is considering a draft policy and procedure memo that I wrote, to help ensure that we remain in compliance with our tax filings going forward.

Financial Review for the year ended June 30, 2023

Our staff and accounting contractor are compiling the documents we'll need for our financial statement review for last fiscal year. Tess has reached out to Healy and Associates, our auditors, to schedule the review. They have quoted a fee of \$10K for the review.

Financial Reports

Budget Comparison Report, Current year-to-date (7/1/23 – 1/31/2024):

As with last month's report, the following "Unrestricted/Budgeted Items Only" excludes restricted revenues and those expenses that are covered by special restricted funds. Also excluded are depreciation, and realized/unrealized gains on our endowment and investment accounts. (Note, the Finance Committee reviews a report of "All Funds" including TRNA activity).

- Revenue is running at or ahead of budget in most categories. Although current year pledge income appears behind budget by \$15K, the collection of prior year pledges is running \$27K above the budget target. Other revenue categories are generally on target.
- Salaries and benefits costs, when considered on a combined basis, are running just slightly over budget (\$4.5K over).
- Professional development is over budget by \$5K and includes training and costs of setting up our new minister's office.
- Utilities on a combined basis are currently running \$5K under budget.
- Accounting services is running over by \$9K. We project that by the end of the fiscal year, we will run over by approx. \$15K. The year-to-date costs have been running high due to catching up on a big backlog. In addition, we'll be adding the \$10K financial statement review costs here.
- Utilities are running under budget by \$6K, which is good news as we're mostly through the coldest part of our year.
- Overall, the remaining expenses are on track.

Unitarian Universalist Church of Berkeley
 Budget Comparison Report
 Current Period: 1/1/2024 - 1/31/2024
 Budgeted Funds only -- Excludes TRNA activity

	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance	Yearly Budget	Remaining Budget	
Revenue						
Pledge Income	330,248	345,000	(14,752)	435,000	104,752	CY pledge income slightly behind
Plate collections	15,215	11,667	3,548	20,000	4,785	
Special Offering Collections	5,543	3,750	1,793	8,000	2,457	
Good Neighbor collections	6,680	7,000	(320)	12,000	5,320	
Other unpledged contributions	14,211	8,750	5,461	15,000	789	
Member Weddings/Memorials/Cele	0	2,917	(2,917)	5,000	5,000	
Prior Year Pledge Payments	32,509	5,542	26,968	9,500	(23,009)	PY Pledge payments ahead
Other Program Income	0	1,633	(1,633)	2,900	2,900	
Craft Cottage Rental	19,438	22,400	(2,963)	38,400	18,963	
Fundraising GrUUp Projects	8,033	6,650	1,383	10,500	2,467	
Music Events	11,241	9,500	1,741	15,000	3,759	
Community Use-Space Rental	82,137	84,000	(1,863)	150,000	67,863	
Campus Rental-All Schools	198,278	192,613	5,665	330,193	131,915	
Sales - Book Table	306	0	306	0	(306)	
Other Revenue	421	8,750	(8,329)	15,000	14,579	
Interest Income-general	4,448	5,833	(1,385)	10,000	5,552	
Income from Trusts	4,650	4,515	135	7,740	3,090	
Revenue	733,357	720,519	12,838	1,084,233	350,876	Overall revenue is on track
Expenses						
Salary and Wages	317,356	311,492	(5,864)	533,986	216,630	} Salaries & Benefits high by 4,536
Housing	41,291	49,000	7,709	84,000	42,709	
SECA	5,217	7,923	2,706	13,583	8,366	
Payroll Taxes	24,261	19,075	(5,186)	32,700	8,439	
Employee Benefits-Health	21,291	20,365	(926)	34,911	13,621	
Employee Benefits-Life/Disabil	1,372	1,050	(322)	1,800	428	
Employee Benefits-Retirement	23,127	29,545	6,419	50,649	27,522	
Insurance	22,635	18,375	(4,260)	31,500	8,865	
Worker's Comp Insurance	2,475	4,375	1,900	7,500	5,025	
Accounting Services	20,445	11,667	(8,778)	20,000	(445)	will run at least \$10K over for year
Board Contingencies	0	1,167	1,167	2,000	2,000	
CT/ED Contingencies	0	1,167	1,167	2,000	2,000	
Consultants/Contractors	11,766	2,917	(8,849)	5,000	(6,766)	Extra IT work
Safe congregation/Reopening Task	171	292	121	500	329	
Honoraria/Classes	1,000	0	(1,000)	0	(1,000)	
Guest Musicians/Ministers/Artists	3,195	1,458	(1,737)	2,500	(695)	
Supplies	4,368	6,125	1,757	11,500	7,132	
Small Equipment	0	292	292	500	500	

Equipment leases	3,131	4,550	1,419	7,800	4,669	
Equipment repair & maintenance	2,681	1,342	(1,339)	2,300	(381)	
Postage	43	408	366	700	657	
Phones & Computers	5,452	3,208	(2,244)	5,500	48	
Advertising and PR	2,503	2,917	414	5,000	2,497	
Communications & Web Site	206	408	203	700	494	
Online Resources	551	175	(376)	300	(251)	
Canvass Expenses/Stewardship C:	0	292	292	500	500	
Property Taxes	11,772	12,363	591	21,194	9,422	
Professional development	13,998	9,625	(4,373)	16,500	2,502	New office setup
GA Delegate & Leadership Schl	0	0	0	3,000	3,000	
Staff & volunteer appreciation	669	875	206	1,500	831	
Bank Fees	2,152	1,604	(548)	2,750	598	
Other Expense	4,196	1,458	(2,738)	2,500	(1,696)	
Payroll Processing Fees	2,140	2,450	311	4,200	2,061	
UUA Annual Program Dues	23,042	23,042	0	39,500	16,458	
Loan Interest	169	400	231	400	231	
Building & grounds supplies	5,953	5,833	(120)	10,000	4,047	
Building & grounds maintenance	12,178	12,833	656	22,000	9,822	
Kitchen Supplies	526	292	(234)	500	(26)	
Electricity	847	292	(555)	500	(347)	Utilities under budget 5,882
Gas	6,163	11,667	5,504	20,000	13,837	
Garbage	3,202	4,958	1,757	8,500	5,298	
Water	6,073	5,250	(823)	9,000	2,927	
Fire Monitoring System	5,816	6,125	309	10,500	4,684	
Other Program Committee Exps	11,044	14,332	3,288	26,600	15,556	
Donations to Non-Profit Orgs	14,260	14,583	324	25,000	10,740	
Fundraising event expense	1,003	1,750	747	3,000	1,997	
Expenses	<u>639,739</u>	<u>629,317</u>	<u>(10,422)</u>	<u>1,084,573</u>	<u>444,834</u>	Overall expenses on track
Excess or (Deficiency) of Revenue Over Expenses	<u>93,618</u>	<u>91,202</u>	<u>2,416</u>	<u>(340)</u>	<u>(93,959)</u>	

Report from the Freestone Oversight Committee

Larry Nagel
UUCB Board of Trustees Meeting
March 6, 2024

The Freestone Oversight Committee (FOC)

- Beth Pollard (Board Rep)
- David Wemmer (Freestone Committee Rep)
- Alan Davis (Freestone Committee Rep)
- Tom Tripp
- Susan Lankford
- Larry Nagel

The Board may choose to add more members as necessary

FOC Report Outline

- Update on the status of the Conservation Easement application for Parcels 1 and 2 and a large part of Parcel 4 of the Freestone properties (information only)
- Update on listing Parcels 1 and 2 of the Freestone properties with Coldwell Banker Realtors in Sebastopol (information only)

Conservation Easement (CE) Application

- The Freestone Committee applied for an Agricultural Land Easement (ALE) 2024 grant through the Natural Resources Conservation Service (NRCS) department of the US Department of Agriculture. The proposed easement included Parcels 1 and 2 and a large portion of Parcel 4 where the dome resides.
- The Conservation Easement application was denied on February 20, 2024 on the grounds that the Freestone property has never been used for agricultural purposes.
- The Freestone Committee is in the process of appealing and has until March 8 to file an appeal.

Conservation Easement (CE) Timeline

- The conservation easement application was submitted on December 13, 2023
- Revisions to the application were required and those were filed on February 9, 2024
- The application was denied on February 20, 2024
- The Freestone Committee is considering filing an appeal which would be due on March 8, 2024
- No other Conservation Easements are being pursued at this time

Listing of Parcels 1 and 2

- The UUCB Board of Trustees approved the listing of Parcels 1 and 2 of the Freestone properties at the January 10, 2024 Board of Trustees meeting
- The Freestone Committee negotiated a listing agreement for Parcels 1 and 2 of the Freestone properties with Realtors Laura Richards and Kent Byers of Coldwell Banker in Sebastopol
- Parcels 1 and 2 were listed in MLS on February 23, 2024
- The list price for both Parcels is \$300,000
- The listing may be viewed at <http://tinyurl.com/yc4stzfk>

Freestone Resolution Milestones

Date	Milestone	Comments/Status
12/1/24	\$250,000 or more raised	Funds raised can be written govt. funding obligation, per BoT 9/6/23 Conservation easement application & lot sales efforts underway
6/1/25	Building permits for Phase 1	By 3/1/24: FOC to adjust list of improvements contained in each phase, where warranted No permit required for road project Engineering work underway on sample joint work
6/1/26	Phase 1 repairs completed & approved with secured funds	
6/1/27	Phase 2 repairs completed & approved with secured funds	
FY 25-26	Ongoing net costs to congregation's operating funds incl. operations & mngt, insurance, tax assessments, legal fees, permits, maintenance, repairs, and improvement do not exceed \$10k/yr for 2 yrs in a row, starting in FY 25-26, w/out express BoT approval in consultation w/ FOC	

FY 2023-24 Freestone Contingency Loan Fund - 1

Expenditure	Amount	Approve Date	Notes
Vacation rental property manager certification County fee	\$116.00	FOC August 30, 2023	Reimburse Michael DeWitt
County recorders fee related to VRP	\$19.50	FOC August 30, 2023	Reimburse David Wemmer
Lescure Engineers	\$1,810.00	FOC August 30, 2023	Completion of mapping; driveway analysis and mapping; including road permitting and septic system

FY 2023-24 Freestone Contingency Loan Fund -2

Expenditure	Amount	Approve Date	Notes
Lescure Engineers	\$392.50	FOC January 10, 2024	Surveying consultations to evaluate extent of encroachment issues by neighbors at the Villa
Total	\$2,338.00		
FY 2023-24 Limit	\$7,500.00		
FY 2023-34 Remaining	\$5,162.00		

Discussion/Questions

2022-23 Annual Report



Unitarian Universalist
Church of Berkeley

1 Lawson Rd
Kensington CA 94707

About UUCB

The Unitarian Universalist Church of Berkeley is a welcoming and vibrant congregation. We joyously support spiritual development guided by individual faith, reason, and conscience. We are committed to serving one another, the church community, the community at large, and the global community. We foster a spirit of generosity and trust that encourages care for our church home and affirms diversity and relationships consistent with Unitarian Universalist principles.

Mission

The mission of the Unitarian Universalist Church of Berkeley is to create loving community, inspire spiritual growth, and encourage lives of integrity, joy, and service.

Covenant of Right Relations

We covenant to build a religious community guided by love and sustained by respectful relationships. Believing that building healthy relationships is a spiritual practice, we aim to listen appreciatively, speak with care, express gratitude, honor our differences, and assume good intentions. We endeavor to communicate directly, honestly, and compassionately, particularly when we are in conflict. When we hurt one another, we will try to forgive, make amends and reconnect in a spirit of love. In celebration of the common purpose that unites us, we will do our best to abide by this covenant.



Meet Our Leadership

REV. MARCUS LIEFERT
SENIOR MINISTER



TESS SNOOK O'RIVA
EXECUTIVE DIRECTOR



HELEN TINSLEY-JONES
BOARD CO-PRESIDENT



PIER SUN HO
BOARD CO-PRESIDENT



From the Board of Trustees

An invigorating sense of optimism has marked this past year. This optimism comes from struggles, hard work, and also deep love, and emerged after months, and in some cases, after years of worry, stress, Covid harm and anxiety, financial concerns, and difficult emotions and discussions. Joined together in love and dogged determination, the congregation, minister and staff moved through the struggles together, always in covenant, always in Beloved Community.

Pastoral Care has been present to support us, our minister and Worship Associates to nurture us, and Family Ministry to be present for all ages. In our steadfast efforts to stay connected, we've learned to be quite nimble. Our virtual footprint has expanded—the technical skills of staff and members now allow for smooth Zooming and live-streaming of services and events. The Membership Team predicts that the number of newcomers to service this year will far exceed the count for all of 2022.

Our commitment to Social Justice remains strong, as is reflected in the actions and activities of the Widening the Circle of Concern Committee of the Board and the Social Justice Council, which houses a number of groups dedicated to confronting racism and oppression, advocating for climate justice and engaging in community projects and events.

We've emerged from the financial pickle of previous years. Our financial situation is strong, and the budget is balanced. We're now paying our fair share as members of the UUA. In February, member Jane Lundin generously gifted UUCB with the extraordinary donation of a house in El Cerrito, to be used as a parsonage or rental property.

In March, guided by Rev. Michelle's thoughtful, well-crafted and inclusive Freestone process, the congregation came together to discuss our differences in a restorative way, leading to the approval of Resolution 22-1, which is creating a path for Freestone's future.

On May 7, this congregation, by unanimous vote, called Rev. Marcus Liefert to be our next called minister. Thunderous applause greeted Rev. Marcus as he entered the Social Hall after the vote count. We all said a resounding, "YES!"

GROWING INTO OUR FUTURE 2023 - 2024



UUCB's optimism is buoyed by the phenomenal accomplishments of two UUCB groups, each formed for specific, time-limited tasks – the Ministerial Search Committee and the Opening Task Force – as well as by amazing work of many UUCB members and groups, which number somewhere between 50 and 80, depending on how you aggregate or disaggregate them.

In the spirit of UUCB's moving into its vibrant future, the Board, at its May meeting, approved goals and priorities for 2023-2024, which are represented in the schema at the top of the report. The flower is nested in and encircled by the overarching themes of caring for ourselves and others, having impact in the world and growth, as we widen our circle and adapt to and meet challenges and needed changes. The flower petals display the Board's missions—spiritual care and growth, championing for love and justice, courageous leadership, stewardship and sustainability, and connection and community. The missions on the petals are aspirational and will guide us in our work over this next church year. And at the center of it all is our grounding goal—beloved community. The goals are listed in the box to the side.

Vision: Care, Impact, Growth

Missions and Goals

- **Spiritual Care and Growth**
 - Support and partner with the new Minister
 - Be radically inclusive and welcoming (Inclusivity & Accessibility)
 - Practice care and hold up the Covenant of Right Relations
 - Promote spiritual health and growth
- **Champions for Love and Justice**
 - Advance our Widening the Circle of Concern recommendations and Social Justice priorities, dismantling white supremacy and all forms of oppression
 - Foster a sense of belonging so that each person feels safe to bring into our UUCB community the fullness of who they are
 - Amplify the impact of our love & justice work through partnership, alignment, and support of other communities
- **Courageous Leadership**
 - Set goals and areas of emphasis, recognizing the vitality of our congregation
 - Value and promote transparency & strengthen trust
 - Enhance communication and sharing of resources
 - Measure progress and solicit feedback
- **Stewardship & Sustainability**
 - Engage with change
 - Invite participation from the congregation
 - Implement Freestone referendum
 - Support and appreciate Staff
- **Connections and Community**
 - Build a stronger church community
 - Facilitate the alignment of UUCBs committees, groups, and programs
 - Prioritize robust support for Family Ministry
 - Advance our connections with other communities
 - Invest in, and enhance our virtual community

While our optimism is strong, we sit with it in a balanced way, knowing that we do live in a world of severe harshness and extreme hardships for many, and we are called to discern how to move from aspiration to action. We also sit with our optimism in a balanced way because challenges, sometimes gnarly and unexpected, will continue to come our way. Some are expected, though—our future work will include supporting and strengthening Family Ministry in its growth, as families are returning to church, also continuing the development of Freestone, launching committees to make needed changes to the Governance Manual and Bylaws, and remaining in solidarity and partnership with our larger communities on working for equity and equality, as we take actions against white supremacy and all forms of oppression. This is in alignment with the direction in which UUA is also moving.

Our congregation is bound together and guided by love, covenant, and a deep commitment to our values and to one another. So while we're likely to slip and stumble, and gripe and grumble as we move into our future, we'll do it together, always siding with love.

Helen Tinsley-Jones and Pier Sun Ho,
Co-Presidents, UUCB Board of Trustees



Administrative Year in Review

Tess Snook O’Riva, Executive Director

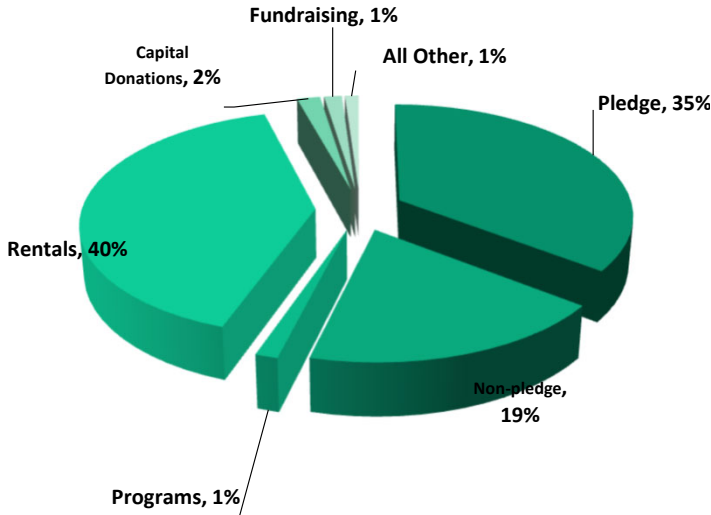
This has been a busy and productive year for our organization, as we have improved our administrative systems, processes, and policies to support the mission and vision of UUCB. Some of the highlights of our staff accomplishments from July 1, 2022 through June 30, 2023, are:

- After being vandalized three times, we installed a robust sign holder to house our Black Lives Matter banner and event announcements at the corner of Moeser and Arlington.
- We hired a new Facilities Assistant after a long search and welcomed him to our team!
- We applied for and received a \$20,000 grant from the Unitarian Universalist Association’s Disaster Relief Fund. Five giant trees fell, and more were dangerously close to falling.
- We hired a new accounting firm to bring all our financial reports up to date and review our policies and practices and help us be continually audit-ready.
- We hired a new Information Technology consultant to assess our infrastructure, improve our network, and set up secure VPN services for remote workers and consultants. We also upgraded the AV in the Sanctuary and Fireside Rooms.
- We developed and adopted a new employee handbook that clarified our organizational values, policies, and procedures.
- We welcomed the Kensington Fire Protection District on site, housing their temporary fire station in our lower parking lot through September 2024.
- We onboarded a full-time Director of Family Ministry.
- We implemented a new project management system to keep all facilities requests, maintenance calendars, rentals, and other projects in order.
- We implemented a Partnership Program, officially designating the Kensington Symphony Orchestra as our orchestra-in-residence, and solidifying our relationship with the American Tongan Church, Contra Costa Chorale, East Bay Amateur Radio Club, and The Good Earth School, among others.

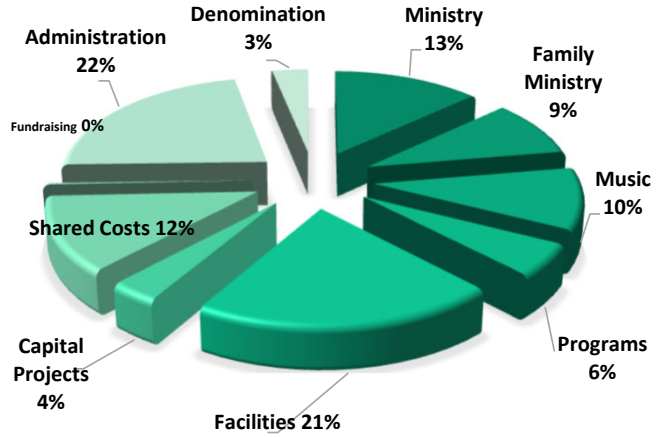
Most important to our church and mission, the congregation chose a new settled minister, Rev. Marcus Liefert! Staff are very happy with their choice, and we look forward to all we will accomplish together!

Unitarian Universalist Church of Berkeley

INCOME FY 2022-2023



EXPENSE FY 2022-2023



UUCB FY22-23 Actuals

Income

<i>Pledge</i>	435,071	35%
Non-pledge	228,465	19%
Programs	16,677	1%
<i>Rentals</i>	496,138.50	40%
Capital Donations	22,515.00	2%
Fundraising	17,344	1%
All Other	13,273	1%

Expense

Ministry	155,273	13%
Family Ministry	108,160	9%
Music	118,445	10%
Programs	62,822	5%
Facilities	245,834	21%
Capital Projects	40,504	3%
Shared Costs	145,155	12%
Fundraising	2,925	0%
Administration	261,524	22%
Denomination	38,050	3%

Total Income	\$ 1229	100.0%	Total Expense	\$ 1179	100.0%
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Ministerial Search Committee

Puttin' On the Search 🎵

Our congregation did it! The vote to call Reverend Marcus Liefert as UUCB's settled minister was a unanimous YES on Sunday, May 7, 2023.

The congregation's journey is just beginning as we embark together upon a future of possibilities with Rev. Marcus. What awaits us is yet to unfold, but this new ministry promises to be an adventure.

On the business side, the UUA was notified that Rev. Marcus will be our settled, Senior Minister. Our Interim Minister, Rev. Michelle, supported with the end-of-year hand-off and the UUA Transitions Office will be a resource as our Board and Rev. Marcus develop an onboarding plan. A healthy, sustainable start includes establishing a Committee on Ministry, an advisory group of lay leaders for the minister; balancing and prioritizing aspirations; and relationship building.

The transition between ministries occurred in summer as our church said goodbye in June to our interim minister and welcomed Rev. Marcus in August.

The Ministerial Search Committee is deeply thankful for the warmth, spirit, talent, creativity, and commitment that make this congregation so special. These attributes, and more, shone brightly in our congregational record, website and documents packet. YOU are really the reason we had such an amazing pool of candidates. Our ministerial search committee is so grateful for your confidence in us, your faith in the discernment process, and most heartily for the generosity of your participation. The gift of your time, attention, and counsel was our not so secret superpower in this year-long quest. ❤️ Thank you, UUCB, for being you! ❤️

In closing, it has been an honor to serve in this unique capacity and we are lucky to share this memorable milestone of entering into a new ministerial chapter with each of you.

Very truly yours,

Ariel, Deborah, Don, Greg, Ladie, Lorraine, Sandy, Suzette
UUCB MSC 2022-2023

Worship Associates

The 2022-23 church year proved to be quite active for the Worship Associate (WA) group, assisting in the production of 53 worship services. Typically, one worship associate (WA) is assigned to help with each worship service, although on some occasions two or more have participated in a single service. The work of the WA in a given week begins on Monday, reaching out to all of the participants to make sure all roles are filled (including the AV Tech team members) and all elements are set to come together. The worship associate monitors the progression of the Order of Service (OOS) on a collective Google Drive, writing in content as appropriate, until it is completed, usually by Friday afternoon. Then, the WA syncs the OOS with the AV Cue Sheet which serves as a guide to the Slide Producer in slide preparation and to the AV Tech team on Sunday Morning in managing livestream and sound broadcasting. All of this is the WA's behind-the-scenes work. Then, during the service, the WA participates on the chancel, presenting segments from the lectern, often giving a reading or a personal reflection in coordination with the minister. During the course of the year, ten WA's were active:



Dayana Claghorn
Andrea Brown
Bill Brown
Karen Elliott
Don Klose

Sandy Portillo-Robins
Jason Russell
Robin Cooper
Smiley Nelson
Ginger Frederick

Andrea and Bill Brown left on maternity/paternity leave in October, Robin Cooper and Jason Russell joined in September, and Smiley Nelson in November. Ginger Frederick joined in the New Year, and Dayana Claghorn last served in the January 1st service. Through the year Karen Elliott served as our lead WA, calling and leading monthly meetings and was heartedly relied on for backup support and problem-solving.

There were a number of memorable services during the year—such as special services for Thanksgiving Day, Winter Solstice, and Christmas Day. The Candlelight Christmas Eve service was notable for its emphasis on the feminine dimensions of the Jesus story. Two services employed a modified Lectio Divina format, featuring poetry of Mary Oliver and Rumi. The New Year's Day and the Rumi Lectio Divina services were all-WA led.

Pastoral Care

Barbara Cullinanade, Chair

Pastoral Associates and other lay members who join us in pastoral care are substantial sources of connections of support, comfort and healing and embody our important Mission of “creating loving community.” We often work confidentially and are seldom in the limelight.

In church publications and on our UUCB website, our “advertisement” asks: “Pastoral Care Need? If you or a UUCB congregant you know is sick, hospitalized, recovering, grieving or otherwise in need of attention and support, please email us at pastoralcare@uucb.org

Professional ministerial responses are provided by Revs. Marcus Leifert, Sue Magidson, and Jane Ramsey. During her Interim, Rev. Michelle Collins met regularly to help support and train us, in addition to her own ministerial duties, as does Rev. Marcus now. Pastoral Associates, as lay members, provide supplemental and complementary pastoral care, through calls, visits, notes of remembrance and special projects.

Since September 2022, we have:

40

- Followed 40+ individuals and 5 couples and families and supported them with calls, visits, and notes of support
- Provided rides to church
- Helped spread word of injury, illness, transition and/or bereavement through supercards, Discuss List and publication notices, with permission of those involved. Congregants made aware of the concerns and joys of others may then also reach out to them.

78

- Called regularly 78 individuals and 12 couples 80 and better
- Co-sponsored, with Family Ministry, holiday remembrances of cards and decorative bags filled with candy and cookies, cards and messages created by our youth and older volunteers, for those 80 and better and those younger people and families for whom 2022 had been a challenging year

106

- Sponsored 106 butcher paper super cards, signed by congregants with bright markers with loving messages of support, congratulations and condolences
- Helped support non-church bereaved family and friends by making them aware of ways that church members can learn of their losses and better support them, through Circle of Life and Discuss List announcements.

22

- Co-sponsored with Rev. Michelle Collins the annual celebration of those 80 and better, especially those 22 Doctors of Durability with milestone birthdays. May 21 worship service highlights included homilies by 3 honorees, the presentation of certificates and flowers from our children. Honorees were also presented with gift certificates to local restaurant Fat Apple's.

Members of Pastoral Associates meet monthly and are Lynne Cahoon, Debi Clifford, Barbara Cullinane, Dorothy Herzberg, Judy Sam, Marta Tobey, and Anne Wardell.

Transylvanian Partner Church Committee

The Transylvanian Partner Church Committee fulfilled one of its primary goals by remitting scholarship funds from the Village Education Fund at UUCB to our partners in Homoródújfalú,

Anne Greenwood visited Homoródújfalú, Romania in September, 2023. This was our first visit since 2016. Anne attended the convocation of the International Association for Religious Freedom which was held in Kolozsvár, Romania. The minister from the village, Gyerő Attila, came to Kolozsvár to bring Anne back to Homoródújfalú. While in the village, Anne met with the recipients of scholarships from the Village Education Fund. In the accompanying photo, Anne and the students are on the steps of the church's community hall. Donations from UUCB members have helped fund the refurbishment of the hall.



Chalice Circles

If we want to support each other's inner lives, we must remember a simple truth:
the human soul does not want to be fixed, it wants simply to be seen and heard.
~ Parker J. Palmer

During 2022-23, our Chalice Circle planning/leadership team members faced some unexpected shifts in personal priorities. We remained committed to continuing the Chalice Circle program, but met less frequently as a planning team. We do hope to return to more regular meetings during 2023-24.

Because of the amazing facilitators who volunteered their time and talents this past year, UUCB Chalice Circles were able to provide essential and meaningful connections within our community during a time of great need. Our 12 different Chalice Circles, run by 12 facilitators, fostered significant connections between close to 100 participants. We found that, as ever, both newcomers and long-time UUCB members long for that sense of connection that is nurtured in a small group.

Current team members: Lenore Ralston, Natalie Campbell, Cynthia Asprodites, Joanne Wile, Lisa Maynard

Contact: chalicecircles@uucb.org.

Family Ministry

This year saw a lot of happenings in Family Ministry! First, our new Director of Family Ministry, Heaven Walker, has now been with us for a full year. She has been learning the ropes and contributing a new perspective at UUCB. She started in May 2022 and helped out with several celebrations over that summer: a 4th of July gathering, a youth movie night, and an all ages potluck.

We ran Religious Exploration classes throughout the year. In addition, the Coming of Age program was held this year, and culminated in a beautiful service run entirely by the youth in the program. We also offered an impressive four levels of OWL (Our Whole Lives Sexuality Education): K-1, 4-6, 7-9, and Adult! The Youth Group continues to have strong attendance, and had monthly gatherings throughout the year.

Family Ministry threw two large celebrations for not just UUCB members, but for the community at large. In November we had a Fall Festival with excellent attendance. Families had a great time with activities like a jumpy house, bobbing for apples, and eating cotton candy. Then on Easter we held a Spring Festival. The morning started with our annual Easter Egg Hunt, complete with an appearance by the Easter Bunny. Then there was lunch available, and a carnival out on the field. Families took part in activities such as face painting, a jumpy house, and carnival games. We hope these outreach festivities will be a good source of new members for our church.

We provided support for families. We held monthly Parents Night Out events that were open to the wider community in addition to UUCB members. Once we got the word out, the available slots were filled every month! This is clearly a much-needed service. We also held a Parent/Grandparent Discussion Group monthly. There was a chalice circle for parents with teens as well.

Next year we hope to provide more training for our developing Director of Family Ministry, involve kids more in church services, provide more opportunities for kids to participate in community service, and provide more opportunities for families to build community together.



\$432,095

141
pledges

Stewardship

Selene Fabiano, Chair

The members of the Stewardship Committee: Cynthia Asprodites, Lynne Cahoon, Selene Fabiano (Chair), Kay Fairwell, Lisa Maynard, Dave Roberts (board liaison), Karen Tripp, Anne Wardell, Reverend Michelle Collins, and Executive Director Tess O'Riva. Although not committee members, Patrick Cullinane and Bob Adams helped with pledge reminder phone calls and emails.

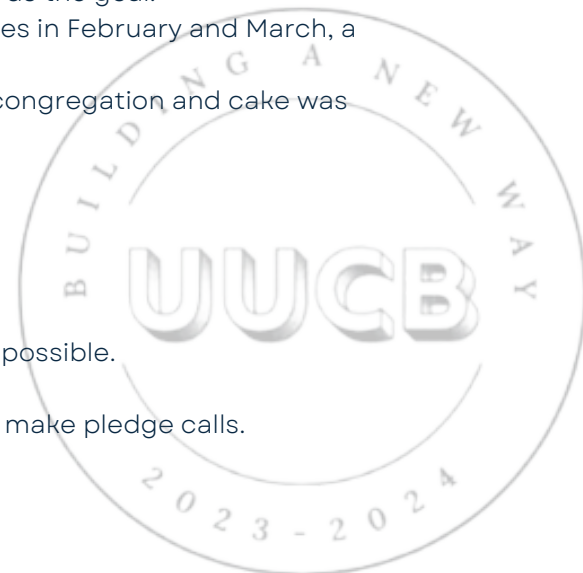
We met weekly from November through the beginning of May, with a few weeks off in December. Our initial Pledge goal was \$445,000. The FY23-24 budget included \$435,000. The pledge total as of 5/20/23: \$432,095, with 141 pledges from 180 members and 2 friends. The Finance Committee expressed confidence that the 2023 pledge goal will be met.

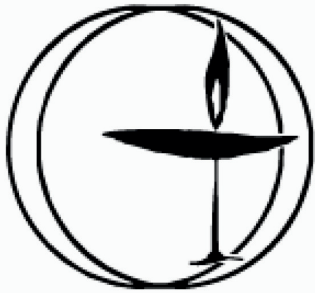
Stewardship Committee Activities

1. Theme Song: "We are Building a New Way"
2. Kick-Off Event:
 - a. The Kick-Off Event was the result of the leadership of Lisa Maynard and Karen Tripp.
 - b. Representatives from all the major church program areas were invited to participate.
 - c. Approximately 16 programs set up table displays.
 - d. A luncheon was served. Approximately 80 people attended.
 - e. The goals of the event were:
 - i. Help the UUCB community reconnect
 - ii. Showcase UUCB's many programs and allow them to recruit volunteers.
 - iii. Create a fun and inclusive event for children and adults.
3. Outreach to Regular Pledgers. We reached out to the 70 households that pledged more than \$800 in 2022 to connect and encourage them to pledge. We attempted to connect by phone and if that didn't work, we reached out by email. As of 5/12/23, 87% of these contacts resulted in a pledge.
4. Outreach to New Members: We reached out to 11 new members to provide education and support regarding pledging.
5. Lego Chalice Thermometer: Rev. Michelle created a Lego chalice to represent our pledge goal. Each week, Legos were added to show progress towards the goal.
6. Congregant Stewardship Reflections: during Sunday Services in February and March, a UUCB congregant shared what UUCB means to them.
7. Celebration Sunday. The pledge total was shared with the congregation and cake was served.

Lessons Learned

1. Make the campaign fun!
2. Work with Tess to establish a realistic pledge goal.
3. Add Stewardship events to the church calendar as early as possible.
4. Start early to coordinate activities with RE.
5. Enlist UUCB members who aren't on the committee to help make pledge calls.





Membership

Our Membership work this year was characterized by a full transition from pandemic restrictions to in-person services and meetings.

We held four Membership Informational Meetings, all in person. The **Co-Chairs, Lonnie Moseley** and **Victoria Bowen**, hosted. Our resident UU historian, Rev. Jay Atkinson, provided leadership and history. Rev. Michelle Collins, Interim, joined as able. The meetings provided participants with an opportunity to share their journey, learn about UU and UUCB and meet lay leaders and ministers in a small group environment with lunch served.

We held two “Welcome New Members” rituals during services on October 16, 2022 and on April 23, 2023. This ceremony gives the new members the opportunity to be formally welcomed by and into the congregation. We give each new member a rose, so congregants can greet them individually afterwards.

We welcomed **twenty new members** between July 1, 2022 and June 30, 2023: **Natica Angilly, Andrea Brewer-Thompson, Angela Craven, Michelle Fahlsing, Anne Fernald, Russell Fernald, Laura Joplin, Michelle Laasi, Stacy Malkan, Allan Mendoza, Jeffrey Mertens, Tomye Neal-Madison, Manuel (Manny) Falcon Padua, Claire Pelley, Richard Robins, Nicole Robinson, Alisa Wang, Walter Watman, Audrey Webb and Win Williams.**

A high profile function of Membership is our welcoming at the door each Sunday. This year we transitioned from the Re-Opening Task Force greeting attendees to a robust Welcome Team with fewer Covid protocols needed. As the Task Force wound down, we successfully recruited members to welcome. In addition to the co-chairs, Welcomers are **Susan Blair, Debi Clifford, Christina Creveling**, joined in recent months by **Paul Hudson** and **Diana Smith**. The Welcome Team greets new attendees and long time congregants, assists with name badges, directs newcomers, captures their contact information and answers questions. We invite all to stay after the service for Coffee Hour. We have three-four members in this role each week and staff up for special events such as Easter, the Doctors of Durability service, and Candidating Week.

On June 10, 2023, Lonnie and Victoria hosted a thank you gathering at Victoria’s home. We served refreshments, presented an overview of the year’s work, solicited feedback and thanked them for their contribution to the church. We decided to make this an annual celebration going forward!

One new initiative is an effort to formally reach out to new members some months after they signed the book. **Lynn Hammond** has volunteered to take on this work. So far, we have drafted a script for email and phone calls and have identified several new members for the outreach. We will sum up the outreach efficacy and expand this project if indicated.

In addition, we receive many contacts via our website Newcomer form, which we answer promptly. We work closely with office staff especially **Charis Domador** and **Caitlyn Vincent** for Newcomer and New Member support. Membership thanks these staff members for their creativity, consistency and patience. We look forward to continuing and expanding our membership activities under the leadership of our newly settled minister, Rev. Marcus Liefert.



From July 2022 through June 2023 choir moved to meeting again in person several Thursday evenings per month. All singers remained masked throughout rehearsal and while in the church building. Bryan resumed in person concerts, recitals, and also arranged special music for Sunday services. He continued to recruit song leaders in singing hymns during Sunday services. The choir also began singing in church services a few times per month. Choir members continued to be masked. Katie Lipka continued her excellent work directing the children's choir.

Our Music Director, Bryan Baker continues to bring us spiritually uplifting and beautiful music from many musical traditions, so that we can continue to provide a musical ministry to the church congregation and wider church community.

During the period of 2022-2023 Luminescence raised \$10,870.17 (\$12,500 budgeted) for the church's general fund through concerts such as Bryan Baker and Friends, the then resumed in person Sing Along Messiah, Barry Zuckerman & Michelle Voileque recital, and an enthusiastically attended Love Songs and Chocolate.

From 2019 until now, probably because of the Pandemic, Luminescence lost almost two thirds of its members. As the new year begins, we are slowly bringing back many of our excellent singers and hope new members will join us. We are excited and expect the coming year will bring us all together once again to share amazing music with the church community.

BRYAN BAKER, MUSIC DIRECTOR

MARIN FISCHER, VIRGINIA FREDERICK, PHYLLIS VAN KRANENBURGH

MUSIC COMMITTEE CO-CHAIRS



Social Justice Council

Purpose

The purpose of the Social Justice Council is to curate and focus the justice making of UUCB to be more impactful. The Council meets every second Wednesday at 7 pm on Zoom to hear reports of the many programs as well as make plans for events and outreach. We run a Social Justice Table every Sunday and during special events to inform people about what's happening and opportunities for participation.

Actions

- The Honoring Indigenous Peoples (HIP) Group led a summer reading and discussion group about the book *Braiding Sweetgrass*, then presented an LFDMC program based on the book, and planted a Three Sisters Garden.
- In November the SJC partnered with other UUCB groups to replace and restore the Black Lives Matter sign on Arlington at Moeser that had been vandalized.
- In December's Winter Sharing for Unhoused People, we collected tarps and other survival equipment to share with the clients of Albany Thrives Together.

POCC

The People of Color Caucus (POCC) met every month this year and helped to support one another during difficult times, shared personal cultural histories and moments of resilience and created "cultural moments" for congregants: Hoppin John potluck and honoring of the Chinese Lunar New Year. The POCC also produced and led a profound Worship Service during February's Black History Month in which all programs of UUCB participated and also special guest, Bishop Annie Green from The City of the Lord Zion of Oakland church. The POCC is chaired by Helen Tinsley-Jones and Lonnie Moseley.

| Social Justice Council

LFDMC

The Literature, Film, Drama & Music Contingent of the Social Justice Council explored racism and other oppressions toward people of color:

2022

- August 7: Algorithms of Oppression: How Search Engines Reinforce Racism, by Safiya Umoja Noble
- September 4: National Hispanic Heritage Month, The Soul of a Woman, by Isabel Allende
- October 2: Filipino-American History, as well as Diversity Awareness Month
- November 6: Native American and Puerto Rican American History Month
- December 4: Kwanzaa Celebration! Youngsters from Religious Education lit a candle for each of the days, in the color and order as in a Kinara:

Kuumba

Day 6

Ujamaa

Day 4

Kuji

Day 2

Umoja

Day 1

Ujima

Day 3

Nia

Day 5

Imani

Day 7

2023

- January 8: The fight to extend legal rights to non-human animals (The Elephant in The Courtroom)
- March 12: Celebration of Black History Month (The 1619 Project)
- April 2: Walk in My Combat Boots; stories from remarkable men and women who served
- May 6: Field Trip! The Parable of The Sower, by Octavia Butler
- June 4: African American Music Appreciation Month

| Social Justice Council

GRIP

In addition to participating in the Harmony Walk – **Greater Richmond’s Interfaith Program (GRIP)**’s annual fundraiser– and our Good Neighbor program offering much needed financial support to GRIP, on the fourth Tuesday of every month, volunteers from UUCB prepare and serve lunch to almost 100 homeless, hungry, and other disadvantaged people associated with the shelter.

WOWS

WOWS (Working to Overcome White Supremacy) hosted a number of presentations in 2022-2023, such as talks on racism in housing; Nicole Hannah-Jones's docuseries, *The 1619 Project*; the work of Speak at Albany High School; microaggressions; and “American Democracy without White Supremacy: Real, Aspirational or Hype?” They also continued to share Moments of Awareness of Unconscious Bias (MAUBs) and Moments of Illumination (MOIs).

CJC

This year the **Climate Justice Committee (CJC)** researched the UUA Green Sanctuary process, hosted a screening of the inspiring and hopeful environmental film 2040 in honor of Earth Day, encouraged recycling and composting on church grounds, and provided opportunities for the congregation to learn about climate and other environmental issues and to take action. About 60 people attended the 2040 film, which we followed with a lively and engaged small group discussion. Several members of the CJC co-led a Cerrito Creek clean up with members of the Family Ministry program. We encouraged members of the congregation to use the Climate Action Now app, which facilitates taking effective advocacy actions. We have a “UUCB team” on the CAN app, consisting of 15 people who have taken one or more advocacy actions. Some of these members have taken literally thousands of actions. This year, for the first time, we also nominated several local organizations focused on environmental justice to the Good Neighbor program, and many of those were chosen.



Adult Education & Exploration

Applied UU Buddhist Sangha

This past year we met every Tuesday for two hours on Zoom. We meditated for fifteen minutes, shared about the relevance to our lives of Buddhist readings and ended with Metta affirmations. We currently have eight members who have benefited from these experiences which affirm the values of beloved community. Leader Lynnette Delgado.

Textiles And Art Group

Textiles And Art Group was formed at the end of the church year 2023 with much support from UUCB congregants who enjoy creative endeavors, engaging in designing and making textiles and art. We presently meet twice a month, pursuing individual and group projects with encouragement, laughter and sharing of ideas. Leader Karen Tripp.

Wednesday Walk and Talk

The Wednesday Walk and Talk group is open to all and has been walking on Wednesday mornings for more than ten years. Attendance ranges from two to six or more people. Heaven Walker joined us on one walk, and a special Monday walk with Rev. Marcus took place during his Candidating Week. Leader Ann Harlow.

Women's Book Group

We have come to know each other deeply through our discussion of books and the relationships between the world, history, and our own lives. The love and trust we have developed over time allow us to explore difficult topics such as social issues, human-caused destruction, and our mortality. We draw comfort and hope from addressing these topics together. The most recent books have been: Being Mortal by Atul Gawande, Cloud Cuckoo Land by Anthony Doerr, The Overstory by Richard Powers. Leaders Lisa Maynard and Karen Tripp.

| Adult Education & Exploration cont'd

Women's Meditation Group

Evelie Delfino Sâles Posch stepped up to organize the Women's Meditation Group. They were joined by several new members including Rev Marcus' mothers. All the women continued to meet weekly on Monday mornings, and offered both in-person and virtual opportunities to practice "Mettā/Loving-kindness." Facilitation each week rotated among all the women so that all voices would be heard in myriad beautiful and beneficial ways.

Write For Your Life

Write For Your Life, a creation of Beth Glick-Rieman and continued by Kit Hewitt, continues to Zoom every Monday to write meditatively on life, the universe and anything else that is on our minds. Leader Kit Hewitt.

Humanist Connections

The Humanist Connections Discussion group has continued to meet weekly since the last report. During COVID all meetings were online via Zoom. When the church began meeting on campus again, we started meeting at church once a month, with the other 3 or 4 meetings a month still by Zoom. We have some members living outside the Bay Area, and others sufficiently incapacitated that a meeting via Zoom is the only realistic way to attend. We have averaged 12 to 15 attendees per meeting.

We continue to address a wide array of topics, with the 4th Principle of UU being our motto. The speaker introduces the topic for 10-15 minutes, then the discussion is opened to all, with the speaker moderating. Topics for the next month are suggested and selected by vote once a month.

This year we have discussed several aspects of artificial intelligence and Chat GPT4 and their implications for our lives and values, political issues, threats to the vote, new developments in science, ethical issues and values, etc. Whatever is prominent in the thinking of attendees can become a potential topic for discussion. Chair, Marcia Bates

Personal Theology

Overall, the Personal Theology program for UUCB was successful despite ongoing technical issues. Starting in September 2022, efforts were made to provide hybrid presentations i.e., Zoom and in-person, broadcast from the Fireside Room. None of the efforts were entirely successful due to poor internet connectivity. To make a hybrid format work, the internet issues need to be solved*.

We provided 15 sessions and came in under budget. Attendance ranged from 22 to 75 with an average of 35-40. Our speakers covered a variety of topics such as poetry and creativity, Rev. Bernard Loomer and Process Theology, Our Whole Lives for adults, and native American spirituality and sweat lodges. Attendants came from several states plus a few foreign countries thanks to the Zoom format. Due to several important issues that the church membership needed to address, the number of Sundays available for Personal Theology programs was reduced. We hope to increase the number of programs again starting in September 2023.

We are encouraged by the selection of Rev. Marcus Liefert as our new settled minister starting later in 2023. Several individuals have expressed an interest in providing presentations starting in September. Also, several members have made suggestions for future speakers/topics and have provided references for these as well.

We also want to thank Rev. Michelle Collins for her strong support and participation over the last 3 years. Her input as well as the presentations she gave were invaluable to the success of the Personal Theology program during the tumult of Covid. Also, a special thank you to Beth Jerde, Lonnie Moseley, and Cordell Sloan—we couldn't have done it without you!

In gratitude,
Chair, Anne Wardell

*Editor's note: UUCB staff has addressed these issues and continues to troubleshoot internet connectivity in the Fireside Room.

Lawrence Lecture

The Lawrence Lecture Series, established in 1977, aims to provide a public forum for inquiry into the nature and relevancy of religion (institutionally, philosophically, or as an ethical force) in a world of accelerating technological and social change, and conflicting social values. Additionally, this event is designed to attract favorable public attention to a liberal religious presence in the community.

The committee started 2022 determined to bring back the live event in our Sanctuary, after two years of interruption by the Covid pandemic. We were, perhaps, overly optimistic, as the pandemic kept continuing into the Fall.

We were dismayed early on by the very steep fees of speakers we were interested in inviting. However, by using the progressive speaker's bureau SpeakOut, we found a range of impressive speakers for more reasonable amounts. We chose Keith Knight, award-winning cartoonist of the "K Chronicles" and "The Knight Life". Musician, educator, and co-creator of Hulu TV's "Woke", his work addresses social and racial justice issues with humor and humanity, as well as outrage and anger.

Mr. Knight was a dynamic speaker with a well-organized visual presentation and a Q & A session following. Many attendees congratulated the committee afterwards; emails over the next days included "excellent speaker", " FABULOUS", and other positive feedback. Mr. Knight sold books and artwork afterwards, continuing the conversation for some time.

As has become the 'new norm,' we livestreamed the event, which allowed those with mobility issues, night-time travel issues and Covid concerns to participate. The Committee is indebted to David Rosales for stepping in on short notice to make it work so smoothly and very glad he has joined us to work on this next year's Lecture.

Our expenses were increased by a travel delay for the speaker and the live stream costs. The honorarium was \$5000, travel and hotel costs about \$1600, staff time and advertising a total of \$760, with an income of \$ 1545 in ticket sales and donations. We basically lost \$6000 and that is a concern for the future of the Endowment Account, even if it is at a healthy level of \$67,000. Despite protocols about distance in the pews and the wearing of masks, the attendance of about 75 was not what we had hoped for. We did have, however, a good proportion of the audience who were new to UUCB, always a goal of the Lawrence Lecture.

Beginning our work again for the 2023 Lecture, we are proposing to offer an honorarium that we feel we can afford (as well as travel and other expenses) as a negotiation with speakers; the caliber and history of our speakers should be as much of an attraction as our funds. We have actively broadened our efforts to promote the awareness of the Lecture within all the groups and activities at UUCB. We also want to give the Lawrence Lecture more presence online with an archive of speakers recordings available to the public in the future.

Chair Camille Parker, Chair and Treasurer, Katie Lipka; Secretary, David Rosales; members, Jim Acock, Christina Creveling and (formerly) Jack Duggan; Melissa James (UUA Pacific Western Region) and Rev. Marcus Leifert, UUCB are included as titular members.

Landscape Team

The small but mighty Landscape Team meets monthly to discuss the best way to make the church grounds look good, and be safe. Our overriding concept is “to care properly for the land,” which at UUCB is almost 9 acres.

Our activities this last year included:

- Maintaining attractive plantings on the terrace and around the perimeter of the church. Maintaining drip irrigation systems to help with the watering of landscape plants.
- Responding to 5 trees that fell in the winter storms of 2023. There were 3 large Monterey pines that fell, and also a Douglas fir tree fell from the church property into a neighbor’s yard, and a Strawberry madrone tree was uprooted in the parking lot. Also a large sick Monterey pine needed to be removed by an arborist because it might have fallen toward the pre-school, this took an emergency order with Contra Costa County.
- We organized monthly Work Parties that did activities like weeding and spreading wood chips in the parking lot islands, removing bushes blocking views toward the bay, removing low hanging tree branches blocking tall fire trucks or our fire hydrants.
- We participated in the annual weed whipping of vegetation to provide fire fuel management, as required by the fire department.
- We sponsored some nature walks for Earth Day, UUCB birding and native plants walk that finished at the successful Great Horned Owl nest with 2 owlets on the church building.
- We consulted with the Honoring Indigenous Peoples Group and others on building the successful 3-Sisters garden.

This coming year we will continue to plan the best care for the church land, which will include tree maintenance, including arborist action on the remaining sick and hazardous Monterey pine trees. We need to select and replant some trees in the parking lot islands, install some wooden steps for the steep trail to East hill overlooking Wildcat Canyon, request installation of a camera for the UUCB Great Horned owl’s nest, and just respond to the various issues that come up.

If you would like to participate with the fun UUCB Landscape Team, you are encouraged to come to a work party or discuss with any of the members. There are so many projects that need attention and contribute to the health of our church community.



Building & Grounds Committee

The building and grounds committee meets monthly and supports the Executive Director and the Board of Trustees in prioritizing, analyzing and implementing projects that support the mission of the church in providing safe, welcoming, functional and aesthetically pleasing spaces.

During the 2022-23 fiscal year, we worked on the following major programs and many smaller ones:



- Developed a long-range facilities plan and issued a report identifying physical needs and preliminary budget cost estimates, which total close to \$2M.
- Sponsored numerous volunteer work parties, which accomplished landscape upgrades and many miscellaneous beautification tasks, both inside and out.
- Completed the installation and commissioning of the computerized HVAC control system, controlling the temperature and fresh air in the ventilation systems for the Sanctuary and Social Hall.
- Analyzed and recommended the rental of site space and utility connections to the Kensington Fire Department for a temporary fire station.
- Authorized and accepted schematic design studies for all the HVAC systems on campus. The designs are ready for funded HVAC projects.
- Authorized and accepted a schematic design study for a new, enlarged electrical system, which will replace outdated switchgear and upgrade our service to enable a future all-electric campus. The schematic design is ready for a funded project.
- Refreshed the Atrium bathrooms and converted them to be gender neutral.
- Authorized a schematic design for reconstructed atrium bathrooms. We have a concept design, ready for further detailing and funding.
- Added two storage sheds on the east side of the building for much needed music department storage, concealed by the memorial garden. We added one shed for the radio club adjacent to the fire road south of the music room.
- Continued to remove at-risk and fallen trees.
- Planted numerous trees to replace the Monterey pines and other trees removed.
- Worked on the skylight leaks and corrected all known leaks. Skylight replacement may be a future needed project.
- Supported the renovation of the newly acquired property in El Cerrito, which is now rented and generating substantial income to support the church.

Contact Us



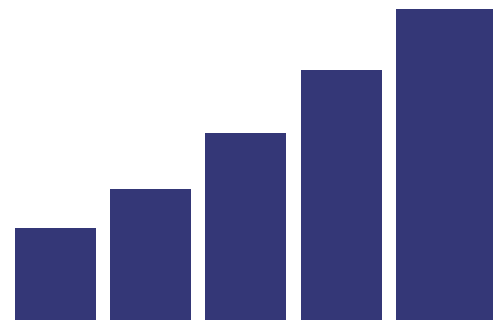
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Board Assignments

1. The Beacon Article - the Board submits an article for the Beacon on the Hill Newsletter each month. This topic of this article is of your choosing, though there is a standing agenda item to discuss suggestions for the topic, if you're stuck. The article is due to Charis on the 15th of each month. I've assigned returning Board Members the first few months, so that new members can see what it's like before they dive in. The Board Officers (co-president, VP, Secretary, Treasurer) are not in the rotation for this assignment because they have other significant tasks associated with their office.

2. The Chalice Lighting - at the start of the each Board Meeting, one Board member will light a chalice and provide a reading. This reading is entirely of your choice. If there is something significant on the agenda for the month, or a significant date/holiday close by, some Board Members like to use that as inspiration, but it's entirely up to you.

3. Covenant, Land Acknowledgement, Widening the Circle - the remaining tasks are per-established readings that are done as part of the opening rituals of the monthly Board Meeting. They will always be found on the back of the Board Agenda (p.2 of the Board Packet).

If you know you will not be around for a Beacon Article or Chalice reading, feel free to swap with another Board Member or just recruit a replacement.

2024 Board Assignments													
	April Edition	May Edition	June Edition	July Edition	Aug. Edition	Sept. Edition	Oct. Edition	Nov. Edition	Dec. Edition	Jan. Edition	Feb. Edition	March Edition	
Beacon Articles	April Edition	May Edition	June Edition	July Edition	Aug. Edition	Sept. Edition	Oct. Edition	Nov. Edition	Dec. Edition	Jan. Edition	Feb. Edition	March Edition	
Due Date:	3/15/24	4/15/24	5/15/24	6/15/24	7/15/24	8/15/24	9/15/24	10/15/24	11/15/24	12/15/25	1/15/25	2/15/25	
Beacon Articles are due by the 15th of the month to Beacon@uucb.org	Beth P	David R	Kay F	Helen Toy	Beth J	Michael D	Beth P	David R	Kay F	Helen Toy	Beth J	Michael D	
Max word count: 450													
Listening Presence for month	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	
Contact info by 15th of prior month to Beacon@uucb.org	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	Michael A	
Chalice Lighting & Reading	Beth P	Kay F	David R	Selene F	Beth J	Helen Toy	Michael D	Lisa M	Beth P	Kay F	David R	Selene F	
Read Covenant	Helen Toy	Beth P	Kay F	David R	Selene F	Beth J	Helen Toy	Michael D	Lisa M	Beth P	Kay F	David R	
Read Land Acknowledgment	Michael D	Helen Toy	Beth P	Kay F	David R	Selene F	Beth J	Helen Toy	Michael D	Lisa M	Beth P	Kay F	
Read Widening the Circle Statement	Beth J	Michael D	Helen Toy	Beth P	Kay F	David R	Selene F	Beth J	Helen Toy	Michael D	Lisa M	Beth P	Selene F

BOARD OF TRUSTEE COMMITTEE & LIAISON ASSIGNMENTS
 2023-2025 (cells shaded in yellow = assignment needed)

Name	Meeting Schedule	Composition (required)	2023-24 Board Member	2024-25 Board Member
Audit		Required: 3 members, includes Treasurer & at least one Board member		
Awards	@ committee's discretion	Required: Past presidents + VP as ex officio	Michael A.	Michael A.
Nominating	@ committee's discretion	Required: 9 members + VP	Michael A.	Michael A.
Bylaws Review Task Force	@ committee's discretion	Required: every 3 years; no more than 2 Board members; total membership = 5	Michael A. & David	
Executive Advisory Team (EAT)	Determined by Tess	Required: ED, minister, program council rep, Board president or their designee; ED & minister can add add'l members	Helen T. & Pier	
Endowment		Required: 3 members + Treasurer as ex officio	Carolyn	Lisa
Finance		Required: Treasurer, + 1 member (?)	Carolyn, Pier	Lisa
Widening the Circle	4th Wed. of the month, 7-9 pm	Required or suggested: up to 2 Board members, ED, minister & 7 add'l members	Beth P.	
Appreciation			Kay	

Chalice Circles				Fill?
Family Ministry			Pier	
Freestone Oversight			Beth P.	
Music				Fill?
Program Council	3rd Wed. of the month, 7-9 pm		Cordell	
Safety				Fill?
Social Justice Council	2nd Wed. of the month, 7-9 pm		Helen	
Stewardship	Meetings usually start in Nov., wrap up in May		Selene	Lisa

General info on being a Board liaison (from Bylaws)

Annually the Board will designate a Liaison to each Board Committee and to other committees or program areas of the church, at the Board's discretion.

- Board Liaisons will serve each committee either through attendance at committee meetings or through consistent communication with the Chair of each committee.
- Board Liaisons will suggest agenda items to the Board President when issues of concern to a committee warrant consideration by the Board.
- A high priority for each Liaison is to represent and continually inform the Board of the life of each committee.
- Board Liaisons will educate committees on new Board policies or other work of the Board relevant to the Committee. Each Liaison serves as an educator to the Congregation through committee conversation about the processes of the Board.
- Board Liaisons will provide guidance and support to committees during the budget development process.
- Board Liaisons will provide input and guidance to committees when their planned actions or questions might impact Board Policies.

Audit Committee

The Board of Trustees will appoint a three-member Audit Committee including at least one current Board member other than the Treasurer. The committee is responsible for choosing and securing an

auditor, financial reviewer, or other independent financial oversight functions that are required under the Bylaws. The committee receives and reviews the auditor's or the financial reviewer's report and findings, and reports on the audit or financial review to the full Board of Trustees at the meeting of the Board immediately following receipt of the report.

Bylaws Review Task Force

10.4 The Board of Trustees shall appoint a Bylaws Review Task Force at least every three years. The task force shall consist of at least five members with no more than two members of the Board of Trustees. The task force shall review the Bylaws for relevance, appropriateness, and consistency with the Governance Manual.

10.4.1 The task force shall make recommendations for bylaw amendments and solicit recommendations and comments from members of the Congregation.

10.4.2 The task force shall publicize and conduct at least one discussion forum for all members of the congregation. All forums shall be conducted on a Sunday, at least five weeks before any Congregational Meeting.

10.4.3 The task force shall publish and distribute the final proposed amendments to all eligible voting members of the congregation at least three weeks before the Congregational Meeting.

Executive Advisory Team--

The ED shall appoint an Executive Advisory Team to advise the Senior Minister(s) and Executive Director on administrative policy and operations. The Team's function is to serve as a congregational sounding board for executive staff about administrative and operational issues and solutions, and a conduit for congregants to bring administrative and operational issues and solutions to the executive staff. Executive Advisory Team advice shall not be binding on the executive staff.

In addition to the Executive Director and the Minister(s), the members of the Executive Advisory Team at the minimum shall include:

- Program Council liaison
- Board of Trustees President, or their designee from the Board
- The ED or Senior Minister(s) may appoint one or more additional member(s), at their discretion.

Widening the Circle Committee)--

The charge of the Widening the Circle Committee is to be a supportive and advisory visionary body and working group that works in collaboration with UUCB programs to aid UUCB's growth and

commitment to being an Anti-Racist, Anti-Oppressive, Equitable and Inclusive congregation and church organization.

The committee and staff will discern the use of the currently proposed recommendations and develop with the congregation, over time, new ideas and action plans that support the spirit and intent of the UUA's Widening the Circle Of Concern book. The committee's work may include:

- Supporting and coordinating the implementation of Board-approved recommendations from the Widening the Circle of Concern Task Force report

(released August 2021).

- Coordinating the discussion of the Widening the Circle of Concern Task Force report within the congregation to ensure understanding of and promote engagement with the work.

- Working in concert with the Education for Liberation Development Team (ELDT).

The ELDT would report to the Widening the Circle Committee.

- Regularly communicating with the congregation to ensure that UUCB programs are following through on the congregation's commitment to Anti-Racism, Anti-Oppression, Equity and Inclusion.

- Giving guidance in accordance with ongoing recommendations from the Commission on Institutional Change of the UUA, which includes providing expertise to and collaborating with staff so that staff and congregational values are congruent.

The Widening the Circle Committee includes up to two Board members, the Executive Director and Minister (ex-officio) and seven other church members with commitment to Anti-Racism and Anti-Oppression work, approved by the Board of Trustees. Each member shall be appointed to a term of one to three years, which may be renewed for a total of six years. In the absence of interested members, a current member may exceed the six-year limitation until the Widening the Circle Committee is able to both find and train replacement members who can then function effectively.

Program Council--

UUCB has many committees, teams, and other groups that are active in fulfilling the mission of the church. In seeking greater collaboration amongst groups, greater involvement of groups in the church's governance, and greater fulfillment of the church's mission and Ends, the Board has established a Program Council.

4.2 Program Council Charge

The charge to the Program Council is to support and expand fulfillment of the church's mission and achievement of its Ends by:

- Maximizing communication, support, and collaboration among groups of the church supporting and advising the work of the Minister(s).
- Consulting with the Minister(s) about new or changed initiatives.

- Advising the Executive Director, through the Executive Advisory Team, about programmatic impact on operations, administrative policies, and communications.
- Handling operational responsibilities as designated by the Executive Director or Minister(s) in consultation with the Program Council.
- Encouraging leadership growth.
- Coordinating among groups and collaborating with church staff on community outreach and membership development.
- Ensuring visitors are welcome into church programs open to the community.
- Encouraging membership participation in programs, projects, events, and activities.
- Considering and pursuing program or project initiatives from church groups and congregants, within the mission and budgeted resources of the church.
- Conducting an annual review of programs' and committees' descriptions, mission statements and charges.
- Informing the Board of Trustees about program activities through transmittal of Program Council meeting minutes or other summaries.

4.3 Program Council Leadership

The Council will be coordinated by a Convener, who will have a set term not to exceed three years, and who shall not serve more than two consecutive terms. The Convener will be responsible for convening regular meetings of the Council. Either the Convener or a Program Council Liaison chosen by the Program Council and approved by the Board of Trustees shall serve on the Executive Advisory Team.

4.4 Program Council Composition

The Council will be comprised of representatives of program and operational groups in the church. The specific representation may be modified by the Council in consultation with the Minister(s), and reported to the Board. The current composition includes representatives from:

1. Adult Education and Exploration
2. Buildings & Grounds
3. Chalice Circles
4. Communications
5. Family Ministry
6. Finance/Fundraising
7. Membership
8. Music and Arts
9. Pastoral Care
10. Social Justice
11. Worship