

**Unitarian Universalist Church of Berkeley Board of Trustees Meeting
Wednesday, October 2, 2024**

Meeting Conducted via Zoom Video Conference

Minutes – Approved

ATTENDEES

Voting members: Michael Armstrong, Michael DeWitt, Kay Fairwell, Beth Jerde, Beth Pollard, Pier Sun Ho, Helen Tinsley-Jones, Helen Toy,

Absent: David Rosales

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

Visitors: Jean Gleason, Anne Greenwood, Larry Nagel, Marta Tobey

A quorum being present, the meeting was called to order at 7:17Pm by Helen Tinsley-Jones, co-president. Lisa Maynard did the chalice lighting and reading, Michael DeWitt read the Board covenant, Helen Toy read the land acknowledgement, and Beth Jerde read the Widening the Circle Vision Statement.

CONSENT AGENDA

Pier suggested that accepting the 2023-2024 Annual Report be removed from the Consent Agenda.

A motion for the following (M _Beth Pollard_/S_Beth Jerde_) passed unanimously:

- Approve agenda
- Approve September 2024 Board Meeting minutes
- Accept Treasurer’s Report: July 2024 Budget Comparison
- Accept Freestone Oversight Committee report

MINISTER’S REPORT

Rev. Marcus expressed appreciation to Climate Justice Council for the Climate Revival in which UUCB participated with more than 300 UU congregations in lifting up a central issue of our time. Almost 40 people attended the Climate Revival workshop at UUCB.

We experimented with the first Church du Soleil, an evening service for younger people. Approximately 35 came. It was a lot of work for the staff. We are looking at dates to do a

second Church du Soleil and hoping to get some of the folks who attended to sign up to help with planning and creating the next service.

At the UUCB staff retreat last month we drafted our staff covenant which we'll approve at our next staff meeting and then share with the board. The covenant outlines staff culture and roles. Rev. Marcus introduced staff to the RACI (responsible, accountable, consulted, and informed) management tool which is used to help with role clarity, including who has authority and who carries out the work. He will eventually share the RACI framework with the Program Council to help with role clarity between staff and committees.

The Jewish holidays have just started. The theme of the next series of worship services, "Webs we weave", will address how our faith leads us in restoring when harm has happened. The workshop with Rev. Sam Wilson has been postponed. One of the goals of the workshop is to form a team of people who are interested in taking a deeper dive in restorative practices to put into practice at UUCB and then spreading it out to the larger world.

We are refreshing our visual identity at UUCB. For more than a year, Charis identified the need for UUCB to claim its own unique visual identity through its own brand to distinguish ourselves from the UUA. Our search for a consultant led us to a longtime UU who did the artwork for the installation. Key words from a congregational survey conducted in June included: fresh, contemporary, sense of renewal, vibrant, warm, elegant, cool, and alive. We reviewed several possible sketches and got feedback from the communication committee. Rev. Marcus shared a draft version of a new logo with the board, which included a sense of inspiration and growth and referenced the tree of life, trees in our atrium, and an indirect reference to a chalice. Once there is a final product, we will kick-start the next phase of creating a style guide and how planning how to roll it out more widely.

Board Discussion

Visual branding for UUCB is important, and it's good to see how the plans are evolving. We appreciate Rev. Marcus and the staff for taking this on.

EXECUTIVE DIRECTOR'S REPORT

Tess discussed plan for the space in the lower parking lot where the Kensington Fire Protection Department has been temporarily housed. After a robust discussion with the Building and Grounds Committee, they are leaning towards not keeping the mobile home for the following reasons: It is not aesthetically pleasing and uses a lot of parking spaces, and it would take a lot of work to get it permitted. The KFPD has not yet moved out and will pay on a month-to-month basis until they do. When KFPD moves out, they will take the mobile home and the fence. UUCB is still in conversation with KFPD regarding their leaving the large engine garage to UUCB in exchange for not re-surfacing the lower parking lot.

The insurance policy for 1 Lawson Road, 816 Craft Road, and the Lexington Lodge will be cancelled in 90 days because they are in a fire zone; many insurance companies are cancelling policies in California. Our insurance broker is looking for another insurance company and

estimates the cost of insurance will increase by at least 20%. If we are unable to find a commercial carrier, we will need to use the California Fair Plan.

Board members asked about Freestone's insurance. Per Tess, Freestone's State Farm insurance policy will be renewed on December 1st. (Insurance companies need to give at least 60 days advance notice if they are cancelling a policy.) The cost of insurance for Freestone is about \$3500.

The UUCB's 2023-2024 annual report is almost done. Charis received the last reports from committees today. Tess will send report to the Board as soon as it is completed.

Rev. Marcus, Kathryn Jay, and Tess attended the first formal meeting with the Good Earth School. There is excitement about the many opportunities for a tighter partnership. Good Earth will work with Kathryn regarding shared space and improvements to the yard, and has offered their curriculum to our childcare workers. Many of the parents of Good Earth students have values that align with UUCB's values. We talked about Good Earth's climate justice efforts. UUCB has struggled contractually to get Good Earth to compost and recycle routinely. There are a lot of reasons for this (e.g. it's hard to get toddlers to follow these practices, and there is a lot of staff turnover). However, Good Earth has made some improvement in this area. We will meet quarterly going forward.

Events and rentals are sold out through the end of the year. Peak pricing in December was introduced last year. Rental rates will increase January 1st; however, we will continue to give a 20% discount to non-profits. An event reference guide was started.

UUCB has a subscription for Grant Station, an online clearing house for grants. A few congregants have stepped up to offer their grant-writing skills. Tess will share the log-in info to church groups that want to apply for grants. The Climate Justice Council has already created content related to UUCB's CJ history that may be of use when applying for other grants.

The Executive Advisory team is being revamped, will start meeting on the 2nd Wed of the month, and will focus on policy and, as needed, personnel issues. Members of the Executive Advisory Team include Beth Pollard, Kay Fairwell, Rev. Marcus, Marta Tobey, and Alice Lemieux, as needed. Their first task is to assist the Safety Team in making our safety policies compliant and up to date.

Custodial help. We have received 8 resumes so far; four applicants will be invited for interviews next week. In the interim, we have contracted with a cleaning agency to clean once a week. We have also increased the event host's hours. James has been in touch and on his way to his calling of helping other people in re-entry adjust and find community.

The lift is being returned tomorrow. Peter did all the needed light and decoration changes. We will need a lift again to install the new speakers. This will be a big job requiring the sanctuary to

be off-line for one Sunday. October 27th is one possible date in which this job could be done; otherwise, it will need to wait until January.

Questions/Comments

Sunday technology is working great. Michael Dewitt has been sending affirmations to Andrew and CJ to thank them for their work.

Has the problem with the Hobart dish washer been fixed? Tess reported that the machine is working now. However, we will need some rules about untrained people trying to fix equipment, as some of the attempts to fix the Hobart caused additional problems.

ANNOUNCEMENTS/LISTENING

Board or Staff Announcements/ Report from Board Listening Presence

The Nominating Committee has been meeting to replace board members who are rotating off. Michael Armstrong wrote an article for the Beacon about his very positive experience of serving on the board and hopes this may inspire other church members to consider serving on the board.

On October 9th at 7PM, Rev. Marcus will speak to the Social Justice Council about JETPIG plus love.

Shout out to Marta Tobey for sharing the very helpful Program Council notes with the board.

Helen Toy announced that she is working on appreciations. Please let her know if there is someone at UUCB who needs to be thanked. She hopes to put together an appreciation committee in November.

No one has reached out for the listening presence this month.

Congregants who wish to speak to the Board: None

DISCUSSION/ACTION ITEMS:

a. Fiscal Year End Report

Treasurer Lisa Maynard reported that UUCB did well financially in 2023-24 and ended the fiscal year with a small surplus. Consultation about our financials/accounting leaves us feeling confident that the numbers are accurate. The UUCB 2023-24 financial report will be on the Board of Trustee's November meeting agenda for approval. Board members are asked to review that report before next month's meeting.

b. Board Retreat Planning

The Board will hold a retreat on October 26th with a focus on visioning, board goals, and broader vision and goals of our congregation. We will draw on themes from the Ground and Horizon discussions.

c. Beacon Article topic suggestions David Rosales will write the article. November Beacon – might be a good time to talk about our vision.

The board discussed the importance of the work of Hospitality Team, as well as the need for a succession plan and more help for the team. The Hospitality Team is doing an enormous amount of work every week in providing lunch every Sunday. Last week, for example, they served lunch to 160 people. This is a huge benefit to our community. The board wondered how we can motivate more people to help, especially with clean-up which doesn't require any specific skills. There was also discussion about the challenges that can arise when working together in a kitchen, and the need for communication and structure.

BOARD COMMITTEE MEMBER/LIAISON REPORTS

Thanks to Helen Toy for submitting the SJC report.

Widening the Circle of Concern:

1. WTC wants to use more images that represent the diverse people who come to UUCB and is talking about using photographs and posters to make UUCB feel welcoming. 2. Honoring different heritage months. October is Disabilities Awareness month and November is Native American month.

Family Ministry. RE is still meeting as a whole group (K-8), but it is growing. There are new families and a lot of energy. Youth group met during Church du Soleil. On October 13th RE will participate in creating Blessing Bags.

CLOSING COMMENTS

Thanks to everyone. Much appreciation to church members who regularly attend Board meetings.

ADJOURNMENT

The meeting adjourned at 8:28PM

Respectfully submitted,

Selene Fabiano, Secretary