

MCCSF
Board of Directors Meeting Minutes
110 Gough Street
May 22, 2008

MCCSF Board Present: Rev. Lea B, Troy B, Lewis D, Michael C, Kelly M, Bill L, Rick R, Mendel B

Guests: Marshall J

Meeting Called to Order at 6:35 p.m.

The meeting was opened with prayer by Lea.

April 2008 Board Meeting Minutes

Approval of minutes moved by Rick; seconded by Michael. Passed unanimously.

Brian H Ministerial Readiness

Brian was interviewed by the Board regarding his experience over the past year as a student intern and about his readiness to continue in his process to become a UFMCC clergy person. Brian spoke of his continuing interest in ministry and the possibility of becoming a chaplain.

Rick moved and Lewis seconded a motion to add the Board of Directors' approval to Brian continuing his ministerial process. Approved unanimously.

Pastor's Report

Lea described the increasing positive momentum that she feels is developing in the church. Specifics include:

The hiring of Shelley K as Office Manager
Joshua L starting in May as a Student Intern
Steve M filling in as accountant

An oped piece about gay marriage by Lea that is going around to newspapers

Lea will be in Cambridge from May 31 to June 13 for her DMin work. Stephanie will be the senior staff person in charge and Lea will be in touch by email.

Rev. Elder Lily B has been assigned to MCCSF as a special denominational resource to help the church achieve success. She will be at the August 23rd Board/Staff retreat (at UFMCC expense).

A documentary about Troy P will debut at the gay/lesbian film festival on June 28 at the Victoria. MCCSF will introduce the film and Troy may be present. This could be a

fundraiser.

Mendel moved and Troy seconded a motion to accept the Pastor's Report. Approved unanimously.

All Church Retreat Update

Michael researched retreat options for a weekend retreat and two stand out: Walker Creek Ranch and Marin Headlands.

ACTION - Everyone should look on-line at the Marin Headlands (www.yni.org/hi) and offer comments. We need to decide right away.

Treasurer's Report

Kelly sent reports for April in advance showing a positive balance of \$26,351 for the month. This included the special offering for Rev B's Installation Service. The total committed offering was \$57,000 and the majority has been received.

In April the principal on the loan for 138-140 Eureka was paid down by \$20,000 thanks to the generous gift of a congregant that was specified for this purpose.

There will be budget forums on June 15 at 12:30 and 5:30 at the Kanbar Center. Board members are asked to attend.

Troy moved and Rick seconded a motion to accept the Treasurer's Report. Approved unanimously.

There was a reminder that only Board Officers may sign a Board approved contract.

DECISION – Michael moved and Mendel seconded the following motion: As sufficient operating reserves accrue, the Board desires that a good faith effort be made to repay \$40,000 borrowed from the Building Fund for operations. Approved unanimously. (This amount represented a gift from a congregant to the church that was intended for the Building Fund, but which the donor agreed in advance could be used for regular operations due to the deficit the church was running in 2007.)

Board of Directors Standards of Behavior Proposal

DECISION - Revisions made at the Board retreat were incorporated into the revised document. Mendel moved and Kelly seconded a motion to adopt the Standards of Behavior. Approved unanimously.

Proposal for Alcohol at Church Events Policy

Troy reported on research that he and Steve had done on the topic.

ACTION – Troy and Steve will develop a written proposal for the next meeting.

Goals and Priorities for 2008

The revised chart was reviewed from the notes of our Board retreat. The Congregational Life/Growth Area was adjusted to leave off the Associate Pastor as a leader and add Michael C. This followed the model of all of the other areas that are led by Board members. Bill expressed concern that his area of Development was too broad because it includes the Capital Campaign. It was discussed that the only capital campaign activity in 2008 might be the gathering of a committee.

Committee Structure

The updated committee structure document was favorably reviewed. Great work has been done on this.

Data Base Policies and Procedures

Emily H presented project status report and drafts of a security model, gift processing workflow, cash gift coding structure, accounting reconciliation, and table of contents for a policies and procedures manual. The Board appreciates the excellent work that Emily has done to date and was enlightened about the extensive amount of work that is called for in this project.

Steve and Shelley will do online training before using etapestry.

Marketing/Communications Plan

Christine P presented the 2008 MCCSF Marketing Communication Plan. The Board expressed high appreciation for the work of the committee.

ACTION – Review the logo contest guidelines for a motion at the next Board meeting. Send proposed changes to Christine. It was decided that the church would temporarily use the existing logo without the hand.

Gala Budget Review

28 folks will be traveling to Florida. A report and budget were submitted which showed a very solid and realistic plan for the event to break even.

Executive Session – An executive session was held to discuss a confidential staff matter.

The meeting was adjourned at 8:50 p.m.

Minutes prepared by: Bill Lowell, Clerk

MCCSF Board of Directors