

**MCCSF**  
**Board of Directors Meeting Minutes**  
**110 Gough Street**  
**December 4, 2008**

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

Guests: Paula F, President, MCF Board of Directors

**Meeting Called to Order**

The meeting was opened with prayer by Lea at 6:50 p.m.

**October 2008 Board Meeting Minutes**

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

**Pastor's Report**

Worship – Overall services “feels stronger”. Held a focus group with the Worship and Praise Team. Trainings have been held for greeters, sanctuary support, and audio (five more volunteers).

Pastoral Care/Community Life – Spirit Groups have been going well. Working on a lunch for an “elders group” for early 2009 – will be soliciting input from them. The New Earth Retreat was very successful with over 70 people attending. There will be a “Coping Through the Holidays” support in December.

Administration, Staffing and Fundraising – Staff are working on their 2009 goals. Fund raisers are closing out very successfully! Steve met with “Fees to Funds” and turned in required paperwork (donations are made from the merchant fees to the Church). The paperwork has been submitted to Heartland which will enable on-line credit card payments.

Community Outreach – Lea attended a Sha’ar Zahav service and a Prop 8 meeting at the LGBT Center. Work on the web site continues.

MCF – The holiday gift drive is going well, as is the Read-Aloud Program.

Rick moved and Kelly seconded a motion to accept the Pastor’s report. Passed unanimously.

**Treasurer's Report**

The month of October produced a surplus of \$12.3k. November will have additional Pillars and Pet Calendar income – December will include income from the Castro St Fair.

Michael moved and Troy seconded a motion to accept the Treasurer’s Report. Approved

unanimously.

### **2009 Board Meeting Dates**

Everyone agreed on the following dates for the first quarter of 2009:

January 22, Thursday, at 6:30 pm

February 19, Thursday, at 6:30 pm

March 19, Thursday, 6:30 pm

Board Retreat, February 7, Saturday, all day

### **By-Law Changes**

#### **ARTICLE IV – CONGREGATIONAL MEETINGS**

*B. An annual Congregational Meeting shall be held in the first quarter of the year at a time and place determined by the Board of Directors.*

**REPLACE WITH: (Timing of Annual Congregational Meeting)** An annual Congregational Meeting shall be held in the 4<sup>th</sup> Quarter of the year on or before the first Sunday of December at a time and place determined by the Board of Directors.

DECISION – Rick moved and Mendel seconded the new language. Passed unanimously.

#### **ARTICLE V – BOARD OF DIRECTORS**

-No content exists today

**ADD:** Candidates for the Board of Directors must be Members of MCCSF in good standing for a minimum period of one year or may run at the discretion of the Board of Directors.

DECISION – Rick moved and Troy seconded the new language. Passed unanimously.

*C. There shall be ten (10) members of the Board of Directors, including the Senior Minister, who shall each be a Member.*

**REPLACE WITH: (Composition)** The Board of Directors shall consist of seven (7) members; six (6) members elected from the active membership of the congregation and the Senior Pastor.

DECISION – Rick moved and Kelly seconded the new language. Passed unanimously.

*F. During the first meeting following elections to the Board, the Board of Directors shall elect from among its members two Lay Leaders (of different gender identities), Clerk, and Treasurer. The term of office for officers shall be one (1) year.*

*1. Lay Leaders shall serve as moderators of the Board of Directors and*

*Congregational Meetings. Lay Leaders shall set the agenda for Board meetings.*

**ADD: (External Designations)** For communications with external entities, the co-lay leaders shall be designated by the Board of Directors as President.

DECISION: Rick moved and Mendel seconded the new language. Passed unanimously.

#### **ARTICLE VI – Senior Pastor**

**Replace Paragraph C.1 with:** The Search Committee shall consist of the lay members of the Board of Directors and four (4) additional members at a Congregational Meeting.

DECISION – Rick moved and Kelly seconded the new language. Passed unanimously.

Finally, the Board decided to work by email to add language regarding resignations to Section V, Paragraph F. The following is sample language that will be reworked by the Board with Mendel leading the effort.

**ADD: (Resignations)** Any member of the board, excluding the Senior Pastor, who wishes to relinquish their position, shall submit their request for acceptance of their resignation, stating reasons for the action, effective date and any other pertinent facts or information, in writing to the Co-Lay Leaders. This letter shall be submitted prior to the effective date of the resignation.

If any member of the board, excluding the Senior Pastor, fails to attend two (2) monthly meetings within one year, that person may have their resignation assumed by a majority vote of the full board. A letter will be sent by the Clerk to notify the individual that absence from the next meeting will automatically indicate their resignation. If the next meeting is missed a letter will be sent by the Clerk to the individual stating that the individual's implied resignation is regretfully accepted.

#### **Good-To-Great Team**

The team, composed of Paula, Stephanie, Jeff, Rick and Kelly, held two conference calls with Lillie B. Jeff and Lillie also met and came up with the diagram (distributed) focusing on care and involvement of folks coming into our community.

#### **150 Eureka Street**

There was extensive discussion of a project plan for moving back to 150 Eureka St. as well as other municipal requirements and insurance needs. Once the items were clarified, there was consensus that we should move back to 150 as soon as practical.

DECISION – Kelly moved and Rick seconded a motion to move MCCSF back to 150 Eureka Street beginning with the December 21, 2008 services conditioned upon the advance receipt of all final clearances and permits from the city and upon confirmation of all necessary insurance adjustments. Six members in favor; one abstention.

**Executive Session was held.**

DECISION – Rick moved and Michael seconded the approval of an MOU between MCCSF and Rev. Lea Brown to clarify the use of educational leave as stated in the Pastor’s contract. Passed unanimously.

**The meeting was adjourned at 9:45 p.m.**

Minutes prepared by: Bill Lowell, Clerk  
MCCSF Board of Directors