

**MCCSF  
Board of Directors Meeting Minutes  
110 Gough Street  
San Francisco, CA  
January 19, 2009**

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

**Meeting Called to Order**

Due to illnesses, the meeting was held by conference call. The meeting was opened with prayer by Lea at 6:30 p.m.

**December 2008 Board Meeting Minutes**

Corrections were noted as follows: the December meeting was held at Rev. Brown's house and Lewis D was mistakenly identified as present. Approval of minutes moved by Rick; seconded by Kelly. Passed unanimously.

**Pastor's Report**

December was all about occupying 150 Eureka St. and special services!

Lea noted that, in addition to doing a very large amount of work on behalf of the church, Patrick B has also spent (donated) a significant amount of money on our behalf.

The MCC in Wichita Falls has invited Lea to preach. The timing is still being worked out, but it will be after Easter.

There will be a meeting soon with the 150 Committee about moving the church's offices.

Lea also discussed that she has been invited to serve on the California Council of Churches. The Board expressed support of whatever Lea decides about this offer – on the one hand it is an honor and an outreach opportunity, but on the other hand, Lea is stretched rather thin during 2009 between church duties and graduate school commitments.

Rick moved and Troy seconded a motion to accept the Pastor's report. Passed unanimously.

**Treasurer's Report**

The month of December had a loss of \$8.6k. For all of 2009, the total loss was \$40.3k. Kelly noted that December had excellent offerings. Move related expenses have tipped \$20k while funding was just \$18k.

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

### **Pledge Drive Review**

The 2009 Pledge Drive was a great success. In spite of a very difficult economy, we ended the pledge drive in December at \$294,866 from 143 congregants. In early January this amount increased to \$301,718. This is an increase in the total amount pledged from 2008 to 2009 by \$71,866 including 58 first-time pledgers.

The following items were noted under “what worked”:

1. Having 100% of staff and both Boards pledging early
2. Personal contacts/outreach was very good
3. The prior year’s materials were very good and they were reused
4. Having congregants talk about why they pledge
5. Start early – next year should be even earlier

### **Web Site Update**

A Word doc was sent out outlining the status of each section. Much has been accomplished and a schedule has been established with many more content fill-ins for January and February.

Bill moved and Kelly seconded a motion recognizing Dan L and Christine P for their amazingly steadfast and talented work on the new web site and the weekly eConnections respectively. Passed unanimously and enthusiastically.

### **Policies**

Mendel put together an initial set of proposed policies. This is crucial to insuring that the board and staff have a shared understanding and it preserves institutional memory. There was good feedback from the board and an expressed desire to move forward with a more detailed review at a special meeting.

### **Congregational Meeting**

Beth will once again serve as parliamentarian. The various arrangements and documents for the Cong. Meeting were reviewed.

By-Law changes initially adopted at the December BOD meeting were, as previously agreed, reviewed and voted on again. Rick reported on the four congregational forums held in January. It was decided unanimously that all proposed items will remain as recommended changes to the Congregation, except for the proposed change to Article V requiring one-year membership before becoming eligible to run for the Board. This item was deleted by a vote of six in favor of deletion and two abstentions. Also, the proposed change in number of Board members was increased from a total of seven Board members to a total of eight (unanimous).

### **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.

## **ARTICLE V – BOARD OF DIRECTORS**

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 eight (8) members; seven (7) members elected from the active membership of the congregation and the Senior Pastor.

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.

## **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 Michael seconded the approval of an MOU between MCCSF and Rev. Lea B to clarify the use of educational leave as stated in the Pastor’s contract. Passed unanimously.

### **Board Retreat Agenda**

The proposed agenda was reviewed and set.

**The meeting was adjourned at 9:15 p.m.**

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

