

MCCSF
Board of Directors Meeting Minutes
110 Gough Street
February 19, 2009

MCCSF Board Members Present: Rev. Lea B, Mendel B, Michael C, Lewis D, Dan L, Kelly M, Rick R, Glenn S

Guest: Paula F, President, MCF Board of Directors

Meeting Called to Order

The meeting was opened with prayer by Lea at 6:30 P.M.

January 2009 Board Meeting Minutes

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

2009 Board Officer Elections

The following Board members were candidates for Board Officer positions:

- Co-lay Leaders: Kelly M and Rick R
- Treasurer: Dan L
- Clerk: Lewis D

Acceptance of the entire slate by acclimation moved by Glenn; seconded by Michael. Passed unanimously.

Pastor's Report

- Joshua has established a liturgical writing team of enthusiastic volunteers.
- The response to our upcoming small groups program has been very positive, with several people signing up for each group.
- Our upcoming theme for Lent will be: One Earth, One Body.
- Joshua and Stephanie are working on revitalizing the evening service, implementing gentle changes to facilitate a better flow and increase the energy level.
- Prop 8 Affinity Group is planning a town hall meeting on religious voices in the movement, in anticipation of the Supreme Court hearing of arguments on March 5.
- Development team is getting staffed up with energetic volunteers.
- A top priority is formation of a Facilities team (the 150 Eureka team's purpose is fulfilled, now that we have moved services back into the building).
- Next membership orientation is March 1 (Board members are invited to speak).
- Lea's current days off are Friday and Monday.
- Lea will be preaching in Wichita Falls the first weekend in May and will be in Boston for school during the first two weeks of June.
- Worship and Praise team is doing a benefit concert for St. Aidan's Episcopal Church, in exchange for free use of their space to record a CD.

A motion to accept the Pastor's Report was made by Rick and seconded by Glenn.

Discussion:

- Kelly asked about the music director position: Our immediate need is for a music director to handle the Sunday morning and Taize services, which is expected to be a contract position of 15-20 hours/week on a probationary basis for the first few months and then may move to employee status. She is also open to hiring for the fulltime position should a qualified applicant present themselves. Lea is working on posting the job (including at music schools in Bay Area), and will accept applications for 2 weeks. Applications will be reviewed by a committee consisting of Rod O, Rick R, and Lea B. The recommended candidate will then be asked to interact with the morning choir.

Acceptance of Pastor's Report passed unanimously.

Treasurer's Report—January

- Attendance is way up (Jan 09 was higher even than 07).
- Offerings, however, are down. We are currently averaging \$23,000/month in offerings, but need \$32,000.
- The Epiphany concert was highly successful, but is not fully reflected in the January report because the ticket vendor, Brown Paper Tickets, holds onto the money until February.
- Year-end letters went out to donors summarizing their contributions. The combing of donations to the two businesses (MCCSF and MCF) created some problems and required some statements to be redone. Going forward, we need to make sure that our common practice recognizes that these are two separate legal entities—one is a church and the other is not.

Action Items:

- *Dan will lead the Finance team in designing a new procedure for counting the offerings.*
- *The Board delegated to a sub-team of Lea, Dan, and Kelly to develop a "get well" plan around the financial situation.*

Executive Session was held.

Executive Session concluded.

Office Move

There was discussion about options for when to move the church offices from Gough Street back to Eureka. Lea reported that staying at Gough Street puts a strain on the staff and also may affect our ability to be fully visible within the Castro.

Estimated costs of the move are \$10,000. To avoid adding to the expense, we hope to sublet the Gough Street offices; Dan will post an ad on craigslist. We discussed options for funding the move, including the possibility of borrowing money earmarked by a donor for the building fund to pay the expense. Pending a meeting with the donor next week, we will decide about that option.

Action Items:

- *Dan will post an ad on craigslist.*

MCF Update

Paula presented an update on MCF activity in 2008 and plans for 2009.

- Harvey Milk Civil Rights Academy Read Aloud program: Each month, MCF volunteers read in classrooms from selected books purchased by the foundation and left as a gift for the school. The program is supported by individual contributions and grant funding from the Sisters of Perpetual Indulgence and the Walter and Elise Haas Fund.
- Food programs: Although we had to suspend Simply Supper, efforts to support other food programs continue. The Simply Supper van was sold to St. Peter's Episcopal Church in Redwood City for use by their homeless shelter program. We continue to partner with Mother's Kitchen by providing kitchen supplies, some administrative support, and volunteers each week. In addition, with grant funding from the Sisters of Perpetual Indulgence and the Walter and Elise Haas Fund, we are able to continue the tradition of providing gift bags for the homeless and marginally housed in the Castro.
- Homeless children's network: MCF again coordinated our holiday gift program, and, through the generosity of the MCCSF community, was able to provide gifts for more than 160 children this year.
- Rainbow World Fund: Several members of the congregation participated in a humanitarian journey to Guatemala in 2008. The 2009 trip is scheduled for July 9-18. Also in 2008, we partnered with RWF on the Bus of Hope tour to Tijuana, Mexico, delivering medicines, educational supplies, and toys.
- Mother of Peace Orphanage: MCF continues to partner with the Yvette Flunder Foundation and Dr. Robert Scott of Oakland to provide medications and other supplies to the Mother of Peace orphanage in Zimbabwe.
- Current outlook for 2009: In addition to continuing current programs, MCF hopes to work on a Food Pantry and is exploring additional social justice opportunities. A forum is being planned to discuss options for the pantry.

Congregational Life Team Status

Jeff presented on progress with the Congregational Life team.

- A strong team of 15 was formed, and they had a fruitful first meeting on Super Bowl Sunday.
- Plans are in place to welcome visitors and engage them in the life of the church.
- A top goal is development of a "Reflecting on My Journey" class to assist people in pinpointing where they are in their faith journey and how they would like to grow spiritually.

Marketing Team Update

Lewis provided an update on 2008 efforts of the Marketing Team. Highlights include:

- Event promotion: Epiphany, Occidental Glee Club, and Judy Fjell concerts; Worship and Praise tour in Georgia and Florida; TranSpirit retreat; Home for the Holidays; Pledge drive materials; "Shift Happens" t-shirts; Pride contingent and

- cards
- Public relations: press kit; media list; *Bay Guardian* op eds; eConnections; Web site redesign; Facebook page (215 friends and counting); press releases for Lea's installation and the move back to 150 Eureka.

Database, eTapestry

Mendel led a discussion of security limitations in our congregational database, eTapestry. The version that we have does not allow for users to be given different levels of access (e.g., restricting access to financial information on donors). This level of security is available in a separate security module, for an additional fee. It was agreed that, for now, we will restrict eTapestry access to users with financial authority and rely on a separate database (to be managed by Dan) for membership reports. Mendel will also talk to eTapestry about a solution to the security challenge. A new version of eTapestry is expected to have the security module built in; if we suspend using it now and pick it up again later, we hope to negotiate avoiding a new start-up fee.

Action Items:

- *Mendel will limit access to eTapestry to Steve M and Shelley K to limit MCCSF financial liability and exposure.*
- *Mendel will talk with eTapestry about shutting down our service and determining whether there will be a cost to bring it back in 1-2 years.*

Church Logo

Michael presented a proposal for an MCCSF logo that builds upon the UFMCC denominational logo, with the addition of the phrase "Metropolitan Community Church of San Francisco" and our separable tagline: "Diverse Beliefs. Common Values. A Home for Queer Spirituality." Acceptance of the logo was moved by Michael; seconded by Rick. Approved unanimously.

Board Retreat Agenda

The annual MCCSF Board retreat will be held on March 28. We agreed on the following agenda items:

- Team building exercise, to set the tone for the day (discussion topics will include each member's reasons for being on the Board, goals, passions, etc.)—2 hours
- Review of 2008 (what worked and what didn't)—1 hour
- Role and Functioning of the Board (how do we do what we do? how are agendas created? etc.)—1.5 hour
- Discussion of Goals (more brainstorming than assignment of goals to pastor, board, etc.)—1.5 hour
- Time frames include lunch, to constitute a 6-hour day.

Executive Session was held.

The meeting was adjourned at 10:00 P.M.

Minutes prepared by: Lewis DeSimone, Clerk
MCCSF Board of Directors

