

**MCCSF**  
**Board of Directors Meeting Minutes**  
**150 Eureka St.**  
**May 21, 2009**

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

**Meeting Called to Order**

The meeting was opened with prayer by Lea at 6:45 P.M.

**Brian H**

Brian came to the meeting to report on his progress toward ordination and receive approval for moving on. He completed the Readiness for Vocational Ministry program, is currently doing hospital chaplaincy at Davies and St. Luke's. He will be graduating from PSR next week.

- Glenn moved to approve; Kelly seconded. Approved unanimously. Lewis, as Clerk, signed Brian's application.

**Board Roles & Responsibilities**

Reviewed policies for "achieving long-range goals." Senior Pastor proposes goals, and Board approves them. General agreement on the process.

**Pastor's Report**

Lea reported on:

- New Music Director for 11 am and Taize, Ryan C
- Outreach efforts, including KQED DADT event, MUMC meeting, clergy planning for Prop 8, SF Historical Society meeting
- Successful office move
- Womenspirit brunch

Requested Board to read chapter 3 of Change Cycle for next month.

Large Church Pastors Meeting, July 27-30, at MCCSF. Lillie wants to use the opportunity to meet with Board again. Lea will coordinate.

*Attendance Report:* Attendance overall is clearly above 2007 and 2008 levels. In addition, 11am and Taize are up, but 7pm is down a bit.

**Co-Lay Leader's Report**

Kelly and Rick reported that:

- *Gough Street:* The deal is not yet finalized on sublease of our Gough St. office.

The proposed sublettors (a group of therapists) are in discussion with the landlord about whether to allow their clients to use the door code or require them to be buzzed in for each visit. The realtor is working to resolve the issue.

- *Eureka Rental:* The empty apartment at 138/40 has been rented with a one-year lease.
- *Lea's Review:* In preparation for Lea's annual review, in October we will solicit verbal feedback from Board, staff, and key people Lea requests; co-lay leaders will use this information in review.
- *Dates of Upcoming Board meetings:* off in July, August 20, September 17

### **Treasurer's Report**

Dan L. presented the Treasurer's Report for April 2009. Total income in April was \$146 higher than income in March. Fundraising income in April was \$9,000 more than in March, but offering dropped by \$8,000 and rental on 138-140 Eureka dropped by \$1,000 because of a vacancy.

Expenses in April rose by \$3,000 from March. Much of this was due to one-time expenses related to the move from Gough St. back to 150 Eureka St.

Net income for April was -\$5844.

### **Dore Alley & Folsom Street Fairs**

Lea will talk to the organizations that do the fairs and will see how we can work with them. Like to capitalize on the fairs.

### **Marketing**

Lewis reported on the overall marketing strategy for the year:

- Theme: Community Is Our Middle Name
- Building on our core constituency
- Emphasis on Web-based communication
- Postcards in development (both generic and seasonally focused)
- Targeted advertising, contingent upon specific funding
- Working on a member survey, in collaboration with Congregational Life committee

### **Strategic Priorities: Goals & Objectives**

Good to Great team will iron out guidelines and Board will discuss in June meeting.

Discussion will include: structure, leadership, reporting to Board each month, timing to get them up and running, etc. We will then provide guidance to each team—suggestions for their mission, etc.; the teams will report back on that stuff and we will approve.

### **Development vs. Fundraising**

- Pledge/donation thank you calls: Board members will thank people for their contributions to MCCSF, deadline by Pride.
- Fundraising team is doing a great job of organizing fundraising events (birthday

- party, garage sales, pet calendar, etc.)
- Lea proposed that we create a Development team that is overarching, and that it be Board-led. Also talk about shortfall in fundraising.

### **eConnections**

The Board discussed ways to control costs of producing the weekly newsletter. Further information gathering and discussion will follow.

### **Capital Campaign**

Lea presented information about how other churches have used consultants to get assessments of feasibility of capital campaign—how much you can raise, etc.

General agreement that we should postpone doing the feasibility study for a year or so, until we are more settled here and have gained membership, more financial stability.

Action Item: develop a high-level roadmap

### **Review Decisions**

- *Brian H:* Approved him to advance toward ordination
- *Pride Parade:* Use existing materials for march; no money approved for any additional items

### **Review Action Items**

- *Donor thanks:* Board members to make thank-you calls to donors by Pride
- *Capital Campaign:* Develop a high-level roadmap
- *Dore Alley & Folsom Street Fairs:* Lea to report to Board about status
- *Good to Great:* Team to present Strategic Priorities next steps at June Board Meeting; focus to be on launching teams fully
- *eConnections:* Lea to report to Board at June meeting about status
- *Development Team:* All Board members come to June meeting prepared to discuss team formation and shortfall in fundraising for balance of the year
- *Chart of Responsibilities:* Board members to review Section 3-Financial Responsibility before next Board meeting

**The meeting was adjourned at 9:50 P.M.**

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