

May 26 2016 Minutes  
BUF Board Meeting

Board Members attending: Beth N., Michael B., Caitlin D., Kara B., Ro D.  
Others attending: Paul, Sue, Frank, Dick, Anne N., Roni

Responsive reading by Michael and Ro

Check in done

Brief discussion of check-ins for visitors—added check in for others attending

Last month's minutes were previously approved

Minister's Report given, Paul's written notes attached (decision just to use his notes)

Next meeting presentation of BUF Ministries Task Force (deferred from this meeting)

Treasurer's Report given verbally, already sent out

\*Ahead of schedule by 2% on income as of April—meeting goals overall

\*Ahead of schedule tiny bit on expenses too as of April

Anne's Heebie-jeebies about low cash in our account are noted.

Admin Team Report given, Paul's written notes attached (decision just to use his notes)

Question about the stone proposed by SEJC—Admin sent the proposal to the Design Team for aesthetic/placement decisions. Design team raised concern that congregation didn't approve and wasn't in position to consider it. Board says it couldn't consider the proposal in the past or now because there is no language to consider. Admin Team needs to get proposed language from SEJC and specifics about size (and any other requested specifics) of the stone. Design team will be consulted once the stone & language are approved by the Board or by the Congregation if the Board may pass the decision to the Congregation. Recommend SEJC to do an educational process before the Board or Congregation votes on it. All agreed to this process.

The Board adjourned at 7:58 and moved into and Executive Session to discuss the 2015/16 Ministerial Evaluation (all agreed to mention this topic in these notes) and other matters.

Minutes respectfully submitted by Kara Black

#### From Admin Team

- You have not received minutes this month because our last two meetings have been cancelled due to scheduling difficulties. We've added an extra meeting next Thursday to catch up.
- Glad to have Anne Newman join us as rep from Finance.
- Encouraged by Board and Congregational Support for Budget – ambitious, will need to be watched carefully.
- Working on electronic locks and rekeying the whole building
- The NACC grant request that you approved has been reworked by Tammy Jo (in consultation with Deb Cruz) to make it more clear and administrable, and it has been submitted to the UU Funding Program.
- Admin Team was given a proposal by SEJC for a stone marker to be placed on BUF grounds, acknowledging Native American origins of this land. Passed to Design Team for comment/suggestions. They declined with a note that this was outside their purview, akin to a congregational mission statement, and possibly already nixed by congregational vote. At Admin Team meeting next week we would be considering where to take this next, but since I'm here with you now, does the Board have input re the best process for this?

#### From Minister

- HR: You saw our extensive notes from the thoughtful approach that HR took to payroll for this budget cycle. Questions arose at the annual meeting re Melanie's situation. This has multiple facets that we considered this year and have explicitly put on our agenda to review this coming year.
- My meetings with Committee on Ministries task force has led to initial drafts of Safety and conflict management policies addressing
  - Admin Team's responsibility for Physical safety on premises
  - Process to be followed in case of disruptive behavior
  - Board responsibility to create a Right Relations Team
  - Admin Team responsibility to educate the congregation re how to route various suggestions, complaints, and conflicts. (This flowchart is complex; in draft form. For example in encouraging people to be kind we don't want to squash opportunities for growth through relevant disagreement...and in encouraging people to be direct we don't want to misdirect or bury serious issues.)