

## BUF Board Meeting Minutes March 29, 2018

*In attendance:* Kaitlin Davis, President; Kara Black, Vice-president; Shasta Pettijohn, Secretary; Frank McDonald, Rory McLeod, Angie Lindquist, Beth Nyblade, Dick Kasper.

*Excused:* Sky Hedman; Rev. Paul Beckel (Ex-Officio), Ann Newman

*Other attendees:* Rod Haynes, Ellie Friedlob, Rick Steele, Barbara Gilday

Meeting started at 7:00 p.m.

### **Opening**

Reading/chalice

Introductions with visitors

Check-In (4 words, significant happening)

Approval of last meeting 3/1/18 minutes – confirmed by email March 9, 2018.

Advancing our mission: Thank yous & vignettes

- Beth Nyblade- went to Lifelong Learning meeting and found that the room was full of people ready to volunteer to take over for departing DLL Jennifer.
- Kara thanks the Stewardship committee skit team for their series of funny and effective presentations at the Sunday services.
- Shasta enjoyed the music performed by Kevin to accompany the Stewardship Committee skit team.
- Shasta shares BUF Board mail with thank you letters, cards, and photos from organizations to which BUF contributed.

### **Committee Items**

*Nominating report* – by Barbara Gilday. Barbara presents three BOT nominees, and shares that new members are needed for the nominating committee.

Nominating committee recommends scheduling a time to meet the candidates.

Barbara Gilday wrote up a nominating committee procedure for future

Nominating committee to use as a guide.

### **Financial Topics**

*Stewardship Report*- by Rick Steele. Roz Reynolds was added to the committee and has brought many strengths. Current canvassing- 50 people are

volunteering as canvassers, visiting up to 240 households. Goal was to raise pledge to close to \$400K, however at this time it does not appear we will reach that goal. Currently appears to be around \$330K, which is a slight increase from last year. Capital campaign is still in effect for one more year, so this may affect the amount of pledges. The Stewardship team continue to focus on goals of increasing staff salaries to UUA standards, and building and grounds needs. **Needs** - By April 19<sup>th</sup> MayFaire Team wants Board to identify one item for the Paddle call. MayFaire is held on May 5<sup>th</sup>. Need a Board member to present for about 15 mins or less for the Paddle Call at the event. Theme is Mediterranean Feast.

*Treasurer Report & motions*- Ann is absent but her report is attached.

- Frank moves to add Board member Sky Hedman as Board Liaison to the Finance Team and confer upon her the powers and duties of Assistant Treasurer. Beth seconds. Vote- all in favor. Motion carries.
- Rory moves to have the template for a budget dashboard be published with the amendment “of fiscal year” instead of “annual budget” and change “dashboard” to “snapshot”. Frank seconds. Vote- all in favor. Motion carries.
- Kara moves to edit the March financial report to show rental income at 80% and overall expenses at 69% (per Ann’s corrective email request). Frank seconds. Vote- all in favor. Motion carries.

*Ad Hoc committee on Financial Reporting* – the snapshot feedback will be presented via the mid-week update on a quarterly basis, immediately after the Board of Trustees Meeting minutes have been approved.

Sign up to attend budget meetings (Sunday 4/15 @ noon, Wednesday 4/11 @ 7pm) (see assignment reminders)

### **More Committee Items**

*Minister/Admin Team Report* – email by Paul (attached) Follow up question for Paul from BOT- how can we support him in completing some tasks that he hasn’t been able to complete?

*AdHoc Committee on Resolutions*

Frank moves to set up an Ad Hoc Committee on Resolutions starting with Kaitlin, Dick, Deb Cruz, and adding members as needed later. Beth seconds. Vote- All in favor. Motion carries. Plan to add a board member in July if the committee is still in process.

*Report Notifications for April-* Finance, Treasurer, and Stewardship. Frank will contact these teams.

### **Business**

*Board member collection speaker-* Beth Nyblade will do this for April.

*MWU Board Meeting authors.* No volunteers, but Shasta will send out template for monthly report and see if anyone wants to contribute.

*Board Bash—*June 23rd, 12-4pm at Kara's house. Kara asks for pricing and theme ideas. Shasta will create a Googledoc for suggestions for Theme ideas. Need to decide theme by April Board meeting. Prices: \$40 for adults and \$20 if the attendee leads one hour of games for kids. Children are free.

*Board Contingency for Consultation/Facilitation—*report by Healthy Relationships Team member Kaitlin. HRT had a phone consultation with Tandi Rogers from PNWD to offer assistance with the proposal from HRT. No proposal yet, but HRT is considering options proposed by Tandi. HRT meets again next Sunday 4/8 and Kaitlin will report to Board again after that meeting.

*Ballot initiative statements—* the Board needs to develop a policy. Beth says we have always permitted people to solicit for signatures during coffee hour. Paul can support initiatives from the pulpit if he wants, but he needs/wants direction from Board. Could be that the group promoting the initiative clarifies that their view is not necessarily aligned with all of BUF. Beth suggests that the initiatives need to fit with seven (7) principles, Could take place as an educational event, or advocating for cause/initiative.

**Decision** - Kaitlin will draft a policy based on today's discussion to be discussed at the next meeting.

*C2C Proposal for Congregational Meeting—*Kara- presents proposal language & report.

### **Board Goals**

*Organization/Structure Goal*—Kara presents Organizational chart she created. Ad hoc committee will be working on the structure. They are open to suggestions. Ad hoc committee consists of: Kara, Rory, Kaitlin, Linda Fels, Paul, Frank, and Kathy W.

### **Board Candidates**

Q&A time – nominees Rod and Ellie introduced themselves and were welcomed.

### **Assignment Reminders**

- Attend the Budget meetings 4/11 & 4/15: Kaitlin and Frank will try to come to both. Dick on the 11th. Rory and Kara on 15<sup>th</sup>. Beth on the 11<sup>th</sup>.
- Frank will contact Finance and Stewardship for Report Notifications for April.
- Shasta will send out Board Template for key points and create a googledoc for Board Bash Theme ideas. Shasta will amend the Treasurer's report.
- Kaitlin will draft a policy based on today's discussion to be discussed at the next meeting.
- Kaitlin will report to Board again after next HRT meeting.

### **Closing**

Next Board Meetings: 4/19/18 and 4/26/18 at 7:00 p.m.

Extinguish Chalice

Meeting Adjourned 9:03 p.m.