

BUF Board Meeting August 24th, 2017

Present: Frank McDonald, Rev. Paul Beckel (Ex-Officio), Kaitlin Davis, President; Shasta Pettijohn, Secretary; Rory McLeod, Sky Hedman, Angie Lindquist, Kara Black, vice-President; Dick Kasper

Absent: Beth Nyblade,

Other participants: Anne Newman, Treasurer

Minutes by Secretary Shasta Pettijohn

Meeting started 7:03 p.m.

Opening:

Reading/chalice lighting- Kara

Check-In: significant moment, four theme words

Approval of July 27th meeting's minutes (Approved by e-mail July 28th, 2017 by entire Board.)

Advancing Our Mission: Thank yous & vignettes

Kaitlin- Appreciates children from summer school who did chalk art on BUF steps to counter recent negative graffiti; building & grounds for taking care of our sign that was vandalized; and continued attendance at BUF by marginalized groups.

Frank- thanks to people who volunteered to help with community night dinner.

Sky- thanks Kara for getting BOT meetings organized.

Kara- appreciates Board Officer's Meeting idea.

Shasta- appreciates BUF member Marian Beddill for helping when she had a need and BUF community in general.

Meeting & Agenda Plans:

Change BOT 2017-18 meeting dates for November, February & March. New dates- Nov. 30th, March 1st, and March 29th.

Board officers will meet 3rd Thursday at 5:30 p.m. (before BOT meeting 4th Thursday)

BOT Agenda deadline- Monday before the meeting.

New template for BOT meeting agenda provided by Kara.

Reports and proposed agenda items are due 2:30 p.m. by third Thursday, except for financial reports, which will not be ready at that time. (Financials will be presented by email in advance of the regular BOT meeting so BOT has time to review before the meeting.)

Meeting length: One of our meeting plans was to have meetings last two hours. We try to limit meetings to 2 hours.

Feedback is welcome while we are trying out the new agenda format. We will try to keep the agenda to board-specific items.

Committee Reports & Board Education:

Treasurer Ann provided an Educational Overview & Oral Report to the board. Ann explained that the Treasurer's report shows financial status and that BUF policy is being followed. The report template is from the UUA. Q & A followed Ann's presentation. Ann will provide a copy of her presentation, to be attached to these minutes.

Kara asked for "endowment issue" feedback. Paul clarified that Undesignated bequests could go to the endowment fund. Stocks or bonds have been traditionally declined, as they are variable and must be managed. Donors are asked to sell them first then donate.

Kara also asked if there is a job description for the Treasurer. Ann states there is one through UUA. As part of the internal audit, the current desk copy of BUF's treasurer's duties will be reviewed.

BOT signed Thank You cards for Rick Steele for his work on the finance committee and Julie Guy for service to BUF on Financial team.

Administrative Team/Leadership Report

New hire: Quinn will replace Skylar as building steward. Claire will continue to do building steward job as well.

Grievances, feedback, comments and ideas: Healthy Relationships Team member Wendy Czopp and Paul are making a flow chart for how these will be handled. This will be posted on the BUF website for members to use.

Review revised "Chart 4A", potentially titled "Annual Calendar for Board Reports."

Minister's Report: attached

Other:

Board member collection speaker—monthly. None for September. Kaitlin will do one in October.

Retreat plan check in- no questions.

Frank will invite IT & Denominational Affairs to share at September BOT meeting. Stewardship team will also share in September to talk about fundraising for the year. There is no Safety team yet, so they will not report in September.

Business:

Presentation of Woodinville Fellowship structure model by Frank.

Bylaws—elect Ad-Hoc Committee & review proposed changes. Frank met with Lew Phiney, who is active in UUA, and Dick. Frank moves that he, Lew, and Dick be part of the ad hoc committee to review the proposed changes to by-laws. Discussion followed. Amendment suggested by Angie—she would like to join the ad hoc team. Kaitlin seconded. Vote— all in favor of amended movement.

Discussion followed about pros and cons of absentee ballots and proxy voting. Kara shared info she had researched.

Dick suggest that a proposal be made to the congregation to see if we want to change the by-laws to have proxy voting. The issue remains unresolved due to lack of time to thoroughly discuss and needing more research into pros and cons. Decision: set Congregational meeting date after more discussion about proxy voting.

Governing policies review—elect Ad-Hoc committee and next steps:
Delayed until next meeting.

Closing:

Next Board Meeting September 28th 7:00 pm

Extinguish Chalice

Meeting adjourned 9:12 p.m.