

BUF Board Meeting Minutes

May 24, 2018

In attendance: Kaitlin Davis, President; Kara Black, Vice-president; Shasta Pettijohn, Secretary; Rory McLeod, Beth Nyblade, Angie Lindquist, Sky Hedman, Frank McDonald, Anne Newman; Treasurer.

Excused: Dick Kasper, Rev. Paul Beckel

Other attendees: Lew Phinney, Denominational Affairs, Murray Bennett and David Curley, new board members, Melanie Rieck

Meeting started at 7:00 p.m.

Opening

Reading/chalice

Check-In & Introductions

Approval of last meeting 4/26/18 minutes: May 22, 2018 by email

Advancing our mission: Thank yous & vignettes

Sky- appreciates the help setting up the Congregational Meeting.

Kaitlin- Thanks the Healthy Relationships Team and Beth Nyblade for organizing and providing the Sunday service last week.

Shasta- shares thanks from UUSC to BUF (from Board mailbox).

Committee Items

Music Program Report—by Melanie Rieck as Kevin is away.

Treasurer's Report— by Anne Newman; questions only.

Financial goal check in—by Sky. Sky shares that the developed Goal is ready for a group to take over and initiate the action steps.

Denominational Affairs—Lew Phinney asks for Board approval to go to GA June 24-27, 2018 in Kansas City as a delegate for BUF. Frank moves that Lew be designated a delegate for GA. Sky seconds. Vote- all in favor, motion passes.

Worship Arts Report—none at this time.

Minister/Admin Team Report—none available this month. Paul has been gone.

Report Notifications for June—Lifelong Learning & Community Ministry. Frank will request the Reports from the committees.

Business

Congratulations to the newest Board members!

Current member Rory McLeod has expressed interest in Vice-President position for new Board. Still need a Secretary.

Congregational meeting debrief—General consensus; it went very well. It was helpful to bring mic around for the Budget questions rather than coming up to talk, especially as there were just a few questions. It would have been helpful to have HR present the staffing financial package and explain more about the work they are doing on health insurance, etc.

Next year- have Anne present a section of the budget, then take questions before going on to another section. Consider placing Anne down in front of audience, so that the moderator, present at the podium, could step in if needed. The podium microphone was not clear. We need to ensure that there is a tech person who can stay the entire time ideally with a backup. We should announce check-in for voting members at the end of the service (including an announcement that coffee is available upstairs) *and* at the beginning of the meeting and remind everyone to pick up their ballot when they check in. Maybe send out membership list a week before the Congregation Meeting so people can check and make sure they are on the list in advance. If the administrator is able to be present for check in, that is the ideal scenario. Check in ballots by name when they are collected. If there are challenges/conflicts/controversies/difficulties anticipated at a congregational meeting, discuss them with the Board and be pro-active in planning how to handle them.

Quarterly report from HR— The Board needs to know about PTO liability, turnover, restructuring. Kaitlin will request the increase in frequency of reports

from HR. Next report to come in June or July. Kara will ask Paul to update the Report calendar to reflect this change.

Reconsider “Standing on Side of Love” banner per new policy—Sky moves that we allow the *Standing on the Side of Love* banner to remain up. Angie seconds. Discussion- Rory requests that we examine the Banner for wear. Beth suggests that we continue to display the banner unless/until there is a reason to take it down. Vote- one abstention, the rest in favor, motion carries. Kaitlin will provide a write up in the MWU.

Beloved Conversations—update by Kaitlin. Healthy relations needs to develop a planning committee.

Board member collection speaker/MWU article author/canvass feedback—Beth has not been called up to do this although she was prepared to do so twice. Beth will again volunteer. Kara will remind Paul to call on Beth. Sky will contact the canvass team to ask them about reporting feedback collected during the canvass to the Board.

Board Bash—updates. Sky shares that we have sold some tickets at the Mayfaire event. Sky made up tickets, developed and posted advertising, and created an info sheet for tickets. Tickets can be purchased in the office as well as during Coffee Hour. Frank asks that we be notified about amounts of supplies to bring/purchase when we get most tickets sold and know how many attendees there will be.

Board Goals

Organization/Structure Goal—Kara moves that we adopt the first two levels of the proposed structure with one change; that we move the “stewardship and fundraising” committee to be under the board of trustees. Sky seconds. Discussion follows. There are unresolved questions about when the new structure would take effect. Frank calls the question. Vote to call the question- in favor, one, opposed, eight. Kara moves to table the matter. Rory seconds, vote- 4 in favor, 4 opposed. Kara reintroduces the original motion. Sky seconds. Vote- All in favor, motion carries. Chart of the agreed upon structure attached (voted only on top two levels of the three levels displayed).

Other Business

Paul’s Evaluation Q & A – no questions.

Did not have time to cover the following items from the Agenda:

Board records & Board book & letters/mailbox (Shasta) report/discussion

Leadership Goal update Kaitlin

Committee on Ministries Kaitlin report (program audit/needs assessment)

New member questions —if time

Assignment Reminders

- Shasta to ask Kathy to add new board members to the email list.
- Frank- Lifelong Learning & Community Ministry
- Kaitlin will ask HR for quarterly reports.
- Board members- Bring calendars next month
- Beth will do Board member collection speaker
- Kaitlin will write MWU article.
- Sky will ask for Canvassing feedback.

Closing

Extinguish Chalice

Next Board Meeting: Final of the Year 7:00 pm 6/28/18

Adjourned at 9:02 p.m.