

# Minutes for the February 2015 Board Meeting

February 20, 2015, 6:30 pm, BUUF Library

**Attendees:** Roger, Sue, Robyn, Debbie, Claudia, Bryan, Craig, Marcia, Catherine, Dana, Patti Raino, Paul Schlobohm

## Board Agenda Topics:

### Read Covenant

#### Ingathering and Check-in:

Sue Langley

#### Governance and Ministry –

#### Discussion; Hotchkiss chapter 6:

Various people discussed what resonated with them.

### Vote on Consent agenda items

\*Minutes of the previous Board Meeting (posted)

Catherine Fitch

\*PMC Report (posted)

David Fitch

\*Treasurer’s Report

Debbie Johnson

DRE Report (posted)

Emmie Schlobohm

Minister’s report (posted)

Dana Worsnop

Accept except: Pull out Treasurer’s report

Motion: Robyn; Second: Claudia

### **PASS AROUND - Action Item Review:**

Catherine Fitch

Assigned	Due	Status	Responsible	Item
Jan	Feb		Catherine	Find out legal requirements for announcing new minister
Monthly			Marcia	Send thank you notes
Monthly			Board	Service sign- up sheet -

Report from Personnel Committee on salary recommendations. ....

Patti Raino

- Patti send a memo which Catherine forwarded to the board.
- Budgets were provided for rock bottom increases and for increases that start to bring the staff closer to the recommended guidelines.
- Patti’s work does not include the proposed changes from Dana.
- Personnel recommends the “start catching up” salaries if possible.

Presentation of Safety Plan and board decision.....

Paul Schlobohm

- The Safety team and PMC has extensively reviewed this and is asking for board’s agreement; not detailed review
- Paul believes that the Board needs to be responsible for rolling it out and get congregational buyin.
- Roger suggests that the training to be included start of next program year.
- Motion: Marcia: Move to accept the safety policy as recommended. Robyn:second.
- Vote: Ayes: unanimous

Treasurer's report:

- We are still running under income as budgeted. Proposal to have Ed send reminders to those who are behind. Ask Nancy to put a reminder into the weekly announcements.
- Marcia will contact Ed and Nancy

Appointment of board task groups;

Roger Sherman

**1) To recommend nominating policy. Questions under consideration:- Suzanne Woodcock; Debbie and Claudia: come back next month**

A. The Bylaws only specify that of the officers, only the VP nominee needs to be a BUUF Member to ensure that the President, when he/she begins their term, will have been a member for 1 year. I believe this to be an error: seems to me that anyone with the authority to make decisions for the Fellowship must be a member of that Fellowship. We have adopted the practice of only nominating those for Board Members who are members.

B. A stickier problem (perhaps) is whether a Board Member may be related to an employee? Ed, Nancy and Emmy all have spouses or relatives who are eligible to be Board Members, which would put the Board Member in the position of making personnel decisions for a close connection. We have avoided setting up that situation so far, but I'd really like an opinion from you and/or the Board.

**2) To develop plan for Right Relations Covenant- Allie Gooding to be approached to lead this.**

- ❖ Negotiating team dates and update.....Robyn Broyles
  - Board needs to have a special meeting on April 2 to o.k. the minister's agreement. Candidate accepts after this. Meeting for board is at 6:30 pm
  - Ask Nancy for library mtg
- ❖ Congregational meetings
- ❖ May 3<sup>rd</sup> – calling minister demo service and vote; 1 p.m. with snacks; Marcia and Catherine to work on the advertising
- ❖ May 17- Annual meeting
  - 4 p.m. with Potluck to follow.Votes for minister and Annual meeting  
Debbie won't be here for May 17; Craig has offered to do this.
- ❖ Congregational Conversation, February 22<sup>nd</sup>  
To be held in RE rooms  
**Date : the 22<sup>nd</sup>. 1:15 p.m.** Pizza with free will offering. Marcia will get child care arranged.  
Board will do clean up.  
**(Key questions development)**
- ❖ **Plan for Budget Setting (between now and March mtg)**
  - Minister and staff will provide budgets scenarios
  - Several scenarios will be put together by finance based on the input from personnel, PMC, and etc.

- o Dana thinks that the board should follow the development so we will
- o May 11- prepare for annual meeting, approve budget;
- o May 21- regular board meeting

❖ **AGD/Stewardship update.....Roger, Sue, Dana**

- o **Stewardship meeting:** propose taking from Douglas fund;
- o **Motion:** Move to loan at no interest up to \$25K from Douglas Fund for the early payment of the mortgage. Payback to be within 18 months with option to delay up to 12 additional months. Seconded by Claudia; Passed unanimous

❖ **Celebration Sunday expenses- at Stuckle Sky Center**

- o This would case \$7K total instead of the \$4K budgeted.
- o The stay at church it would be \$6.1K-
- o **Motion:** Board to increase budget for AGD by \$1K in recognition of the excitement and enthusiasm which the AGD committee is generating. Second: Debbie; Vote: Ayes. Roger will notify them
- o **Additional messages:**
- o We are sorry but our deficit position doesn't support meeting the full request.
- o The board has reservations about the use of the Stickle Center because of the effect this may have on the congregation.

❖ **Presentation on Planned Giving.....Debbie**

Many files are posted on board drive in this month's folder  
Debbie has next steps;

❖ **Douglas Fund proposal..... Debbie**

- o See above

**Closing – extinguish Chalice**

**Adjourn**

**Tabled from previous meeting**

**Who is a proposed chair for planned giving or how/ when will the board identify one?**

- *Debbie wants us to be thinking about who the person reports to.*
- *Al: BOARD to review the existing policies for next time.*
- *Al: Stewardship mission and vision- Cathy Carmen can find it.*
- *Get a name next month.*

**Reviewing vision/mission for board subcommittees (purpose?)**

- Sue will ask the committee chair to fill in the form.