

BUF Board of Trustees Meeting (virtual, via Zoom)

April 30, 2020

Attendees: Rory McLeod (President), Murray Bennett (Vice President), Melissa Swift (Secretary), Sky Hedman (Treasurer), Angie Lindquist, Rod Haynes, David Curley, Bharti Kirchner, Debbie Boots, Paul Beckel (Ex-Officio)

Other participants: Deb Cruz, Genia Allen-Schmid, Henry Ohana

Minutes by Melissa Swift, Secretary.

Chalice lighting 7:00 pm; Checkins

Approval of last meeting minutes. Minutes from 4/23/20 meeting were approved by email on 4/29/20.

Community Beyond BUF (CBB) Council Report. Deb Cruz.

We need to revisit the org chart (for groups in CBB); update website as well (a number of groups are missing); include who is in charge of what

Working on profile questionnaire for groups (will take several months)

Motivation for compiling a comprehensive list came up when thinking about possible Resolution

Would be good to include FAQ info for certain groups (like Humanitas, which gets a lot of questions)

Also would be useful for applying to awards efficiently

Interweave doesn't have any formal leadership currently

Denominational Affairs - Deb Cruz is trying to pull together a team

In general, not a lot going on right now with CBB (because of quarantine, etc), but normally there would be. Zoom meetings are fairly active.

Congregational Meeting Planning. Rory.

Rory sent draft agenda via email, for review and discussion.

Quorum (20%) would be about 50 people; count attendees using Zoom waiting room? Multiple hosts checking people in?

Use Zoom Webinar function rather than Zoom meeting? Pros and cons (no breakout rooms, but maybe voting?)

Vote on meeting procedures at beginning of meeting (we will need to send out information packets which would include these proposed procedures); also include as slides to share during the Zoom webinar/meeting

Discussion and feedback on voting form that Rory is developing

- Vote for Board candidates - say 'Choose up to three' but also specify that there are three open positions

- Include 'Abstain' and/or 'Do not approve' options and then make the questions required
- Need more testing on how the form works for households with more than one voter (possibly sharing email address; possibly submitting form multiple times); if it is complicated, will need to publish instructions

For people who don't have computer/email, they can call into the Zoom meeting, and they can also vote by phone (we will need to decide who they call, and put that info in the 'BUF Voter's Guide)

Q&A during meeting? Schedule time in agenda? Take questions only in chat/written form?

Next Meeting Date: May 7th (2 hrs, preliminary Budget review)

Meeting adjourned at 8:07 pm.

Summary of Action Items:

- Rory et al -- Test Google Voting Form for two scenarios involving multiple voters in one household:
 - Sharing one email address
 - Sharing a computer/browser and trying to submit the form multiple times
- Rory et al -- Test Zoom webinar functionality to compare with meeting functionality