

## **BUF Board of Trustees Meeting (virtual, via Zoom)**

May 14, 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: Genia Allen-Schmid, Sue Sayegh, Kathy Wahto

Minutes by Melissa Swift, Secretary.

Chalice lighting 7:05 pm; Checkins

**Approval of last meeting minutes.** Minutes from 5/7/20 meeting were approved by email on 5/14/20.

**Finalize Budget.** Sky.

Sky presents a tentative proposed budget that does not yet balance to zero, and asks that we discuss various options for making it balance to zero.

Discussion of UUA's recommendation about opening building - not until May 2021  
Renders our 2021 planning irrelevant. We HAVE to revisit the budget in a few months.  
Honor and go forward with 'what is' to create a vibrant future together, in the situation we are in.

We should think ahead about possible staffing shifts that may be needed, long-term.

After discussion, Board creates a balanced budget, taking money from reserves (in addition to some other cuts, reflected in the final budget which will be presented to the congregation).

Motion to adopt (David), seconded (Rory), passed unanimously.

**Board Vote on Bylaws Amendments.** Rory. See attached.

Nominating committee will be all the same people (no new positions open), no limit on consecutive 1-year terms.

Rory moves that the Board propose two Bylaw amendments (as stated in attached). Sky seconded. Motion passed.

(Secretary's Note: attached document with proposed changes is dated May 31 because that is the date of the Congregational Meeting, when these will be voted on.)

**Thinking about Planning for Re-opening**

Task force? Eventually but not yet

Long list of considerations.

Communication with congregation needs to happen ASAP (especially since UUA guidelines came out), even if it is only to say we don't know

**Board Business Note:** Bharti is willing to be VP for Board next year.

**Next Meeting Date:** Budget Q&A, 5/21/20

Next Board meeting: May 28th (tentative)

**Meeting adjourned at 8:25 pm**

**Summary of Action Items:**

- Sky, Rory, Bharti, and Paul will send items to Kathy by tomorrow (May 15) for packet related to Congregational Meeting

**Attachments:** see below

<Proposed Amendments to Bylaws>

# Proposed Bylaw Amendments

## Bellingham Unitarian Fellowship

May 31 2020

The Board of Trustees is proposing two amendments to the Bylaws of the Bellingham Unitarian Fellowship. These are wording changes to clarify the meaning of the text.

The current Bylaws are available on our website at <https://wp.buf.org/administration-overview/our-governance/bylaws/>

## Amendment 1: ARTICLE VI, Section 5

This paragraph describes how members of the Nominating Committee are elected, along with the requirements for members of the committee. The Board of Trustees is proposing to insert the underlined text to explicitly state that members of the Nominating Committee must be members of the Fellowship.

### Proposed Text

The nominating committee, consisting of five (5) members **of the Fellowship** who are not members of the Board of Trustees, shall be elected for one year terms at the annual congregational meeting. Terms shall commence at the beginning of the next fiscal year

## Amendment 2: ARTICLE VIII, Section 4

This section describes the reporting requirements for financial records. This section explicitly references ARTICLE VII, Section 2d of the Bylaws. The referenced paragraph uses the term “review”, whereas this section uses the term “audit”. The term “audit” has a specific legal meaning that may place undue burden on the Fellowship’s Treasurer and Financial Oversight Committee. The UUA's recommendations on this topic emphasize a review of congregational accounting processes.

The Board of Trustees is proposing that the wording in this section be changed to match the wording in the referenced section:

## Proposed Text

Reporting Requirements: The financial records **and accounting processes shall be thoroughly reviewed** ~~of all funds shall be audited~~ as provided in VII, 2, d, above. The Treasurer shall provide a summary report suitable for laypersons at any meeting where financial matters could be involved/ affected.