

**Minutes**  
**BUF Board of Trustees Meeting**  
**May 22, 2025**

Attendees: Natalie Johnson, Claire Lending (Secretary), Elizabeth Nyblade, Jim Reimer, Stephanie Sarver (Vice President), Lin Skavdahl (President), John Stewart (Treasurer), Gayle Tilles, ex-officio Paul Beckel

Guests: Ahwren Ayers, Jim Shaver

Absent (excused): Tom Nicholas

Minutes by Claire Lending, Secretary.

Meeting called to Order 4pm.

Chalice lighting Lin

Check In

**Agenda Review/Changes:**

Added to agenda:

John – capital project selection

Elizabeth – rental committee

**Consent Agenda**

- Approval of minutes of the 4/24/25 Board meeting
- Treasurer's report
- Provisional approval of minutes of the 5/18/25 Annual Congregational Meeting

Gayle moved and John seconded that the first two items on the Consent Agenda be accepted. Motion passed unanimously.

The minutes of the 5/18/25 Annual Congregational Meeting had a few errors and will come back for approval at the June meeting.

**1. Minister transition update presented by Lin Skavdahl**

The ministerial transition committee was not able to make an offer on an Interim Minister. In order to continue the search, BUF must convert to a Contract ministry search. The Contract ministry is more flexible in its terms. In order to move forward the board must approve converting the search to a Contract ministry search.

John moved and Gayle seconded converting the search to a Contract Minister search. Motion passed unanimously.

Lin asked the board to approve continuation of the current interim search team of Lin Skavdal, Claire Lending and Henry Ohana. to be the Contract Minister search team.

Gayle moved and Natalie seconded approval of the current Interim search team converting to the Contract Minister search team. Motion passed unanimously.

Paul suggested a committee to discuss contingency plans in the transition. The executive committee will meet next week to begin organizing a transition team.

## **2. Internal Financial Review by John Stewart**

John presented information about the Internal Financial Review attachment. The Financial review committee includes John Jurceka, Sharon McCarty and Haven Silver. Board members asked questions. While there are a few issues shown in the report (for example checks written by BUF but not deposited) John explained BUF cannot control these anomalies. John will talk to the Finance committee about twice a month payroll.

## **3. Minutes filing on the web site**

Discussion of BUF's filing system of documents and backup of data. Jed Reynolds set up digital archiving. The Governance committee will take the lead in proposing the board minutes filing system.

## **4. Paddle call selection by Stephanie Sarver**

Stephanie presented several paddle call proposals. Some proposals need further investigation. The paddle call committee proposes the fall Paddle Call be a fundraiser for Ministerial Transition

John moved and Jim seconded this proposal. Motion passed unanimously.

## **5. Endowment committee update**

John presented an endowment committee proposal (attached). Project selection will be modeled on the Paddle Call committee selection. If the proposal passes, there is approximately \$8,000 for distribution this year.

John moved and Gayle seconded. Motion passed unanimously.

## **6. Rental Committee proposal**

Elizabeth proposed a Rental Committee. There are interested BUF members who would like to do projects to increase suitability of potential renters. Paul suggested bringing this proposal to the Operations team who he believes will be supportive of this proposal.

**Closing: Lin**

**Next board meeting: Thursday June 26, 2025 at 4pm.**

**Meeting adjourned at 6:15 pm.**

**Summary of Action Items:**

- Approval of minutes of the 4/24/25 board meeting.
- Approval of Treasurer's report
- Approval of converting Interim Minister search to a Contract Minister search
- Approval of Lin Skavdahl, Claire Lending and Henry Ohana to be the Contract Ministerial search team
- Approval of Paddle Call selection for Ministerial Transition
- Approval of Endowment Committee proposal for distribution of funds

Closing Lin

Adjourn 6:10.

**Attachments:**

- Minutes of 4/25/25 Board meeting
- Treasurers report
- Endowment committee proposal on Application of Earnings