

Minutes
BUF Board of Trustees Meeting
June 26, 2025

Attendees: Natalie Johnson, Claire Lending (Secretary), Tom Nicholas, Elizabeth Nyblade, Jim Reimer, Stephanie Sarver (Vice President), Lin Skavdahl (President), John Stewart (Treasurer), Gayle Tilles

Guests: Ahwren Ayers, Patricia Conover, Jim Shaver

Minutes by Claire Lending, Secretary.

Meeting called to Order 4pm.

Chalice lighting Lin

Check In

Agenda Review/Changes:

Items added to Discussion agenda

- Barbara ten Hove ministerial discussion
- Board exit interview with UUA (Paul's exit)
- History committee
- Timeline of Settled Minister Search
- Five minute break proposal

Consent Agenda

- Approval May 22, 2025 Minutes
- Approval of June 3, 2025 minutes
- Treasurer's report
- Community Beyond BUF/SEJC report
- Add Cindy Denchfield and Todd Jones to the Interim Ops Team
- Visa card holder change to Lin Skavdahl
- Endowment committee recommendation

Gayle moved and John seconded that the Consent Agenda be accepted. Motion passed unanimously.

1. Ministerial discussion presented by Barbara ten Hove

- The minister's office needs work. Ahwren agreed to paint walls.
- BUF website needs to be updated with board discussion as to what should be on the website including what should be publicly shown on ministerial transition.
- Printing at BUF very difficult. This needs updating and should be a priority.

- BUF office hours are now 10-2 Tues, Wed and Thur. If you need/want to talk to Michelle, please make an appointment even during office hours.

2. Minister transition update presented by Lin Skavdahl

It is possible we will have a contact minister this Fall.

3. Web site update

BUF needs to update the website. We need a short and a long term strategy. Michelle should be involved in the planning.

4. Interim Operations Team Update presented by John Stewart

The Interim Operations team has met twice. Chair is Michelle, Ahwren is Vice Chair and board rep. John will send minutes to the board.

5. 2025 Congregational Meeting Lin Skavdahl

- Board needs to communicate better with congregation about procedures to add to Congregational Meeting (items must be added 60 days in advance.)
- A few issues with meeting
 - Comments need to be made in front of sanctuary at standing microphone. Only exceptions: those with mobility issues will be brought the microphone.
 - Emphasize to congregation that they should read materials prior to meeting.
 - A few issues with technology
 - Need sound check prior to meeting
 - Make sure all Zoom processes and sound very clear to Zoom attendees
 - Voting link needs to be in Zoom chat and left up for some period of time
 - John will work on updating Annual Meeting procedures

6. Board Officers for 25-26 year Discussion. Lin

Nominations:

President: Lin Skavdahl

VP: Natalie Johnson

Secretary: Claire Lending

Treasurer: Patricia Conover

Voting will be at the July 3 meeting with new members

7. BUF Volunteer Systems Development John

Beth proposed and Tom seconded creating this short term position.

Discussion of temporary part time position to form processes for volunteer development. The question of whether we have the funding if an Interim/Contract Minister is hired arose.

Lin moved to table the discussion until July 9. Tom seconded. Motion passed unanimously.

Closing: Lin

Next board meeting: ??? Fourth Thursday July24 , 2025 at 4pm. (Claire will be out of town)

Meeting adjourned at pm.

Summary of Action Items:

- Approval May 22, 2025 BOT Minutes
- Approval of June 3, 2025 BOT Minutes
- Treasurer's report
- Add Cindy Denchfield and Todd Jones to the Interim Ops Team
- Visa card holder change to Lin Skavdahl
- Endowment committee proposal on application of earnings

Closing Lin
Adjourn 6 pm

Attachments:

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

Upcoming Board meetings:

- July 3 4pm Zoom meeting for election of officers
- July 9 2pm Regular July board meeting
- July 9 4pm Exit interview with UUA on Paul's retirement
- Board retreat
 - August 26 evening meeting with potluck dinner
 - August 27 morning meeting