

BUF Board of Trustees Meeting Minutes Final
June 23rd, 2016
7:00 PM

In attendance: Anastacia Metcalf, Kevin Leonard, Rick Krouskop, Ro Donaldson, Kaitlin Davis, Paul Beckel, Anne Newman, Beth Nyblade, Tammy Jo Meyer, Kara Black, Dick Kasper, Frank McDonald, Sue Sayegh.

1. **Opening Words/ Light Chalice**
2. **Check in: 1 minute each**
3. **Approve Minutes** from May - unanimously approved
4. **Minister's Report** - HR team to post DLL position. Paul sent to the committee on BUF's ministry taskforce an early draft document about safety and conflict resolution including delegating certain items to the Admin Team and the BOT the responsibility of a right relations team. It includes a flow chart and congregational training ideas so all will learn where to and how to take concerns and issues. Document will be sent to AT/ BOT / Leadership counsel.
5. **Treasurer's Report** - Treasurer is working with bookkeeper and church administrator in making decisions and streamlining current reporting tools. Need signatory authority for Treasurer and new BOT President.
6. **Admin Team Report** - 4 rentals for \$35000 in rental revenue acquired already thanks to Tammy Jo. Orientation of new BOT members recommended to bring new BOT members up to speed on duties, responsibilities and boundaries.
7. **Community Night Dinner Update** - see attached handout
8. **Committee on BUF's Ministries Task Force** - see attached report to be discussed in future BOT meetings
9. **Talk to a Board Member** - Ro on July 10th
10. **Set BOT retreat date - August**
11. **Confirm Next Meeting Date** - 7/28/2016