



**FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO
BOARD OF TRUSTEES REGULAR MEETING
6:30 pm, June 18, 2024**

BOARD MEMBERS PRESENT: Linda Enger, Megan Lehmer, Galen Workman, Jonah Berquist, Moderator; Sam King, Vice Moderator; Lori Lai, Treasurer; and Lucy Smith, Acting Secretary.

BOARD MEMBERS VIA ZOOM: Diane Allen

STAFF MEMBERS PRESENT: Vanessa Southern, Senior Minister; Laura Shennum, Minister of Congregational Life; Laura Ludwig, Director of Operations

INCOMING BOARD MEMBERS: Laura Davis (present), Julia Wald (on zoom).

CALL TO ORDER: The meeting was called to order by Jonah at 6:28 pm.

OPENING WORDS: Opening words were read by Jonah.

PROCESS OBSERVER: Lucy

CHECK IN: All trustees and guests checked in.

FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO ADDRESS BOARD: Kathleen Quenneville joined for an executive session regarding MHOC.

AGENDA REVIEW: No changes were made to the proposed June meeting agenda. It was approved by consent.

CONSENT AGENDA: A suggested change was made to the May Board meeting minutes (G&W note sent to Cheryl Deaner), and they were approved by consent.

The board went into executive session with Kathleen Quenneville to discuss developments with MHOC.

REPORTS: (Reports are linked to meeting agenda. Highlights and/or requested actions are included below)

Senior Minister's Report: Action item: Vanessa asked that the board authorize bonuses to Suzy, Dan, and the sextons to thank them for their hard work bringing rentals back up to pre-pandemic levels. She reminded the board to let her know what we want to see in her report. Sam noted that as the board becomes more proactive, that may clarify what we want in Sr Min report.

Minister of Congregational Life Report: Rev Laura's annual report serves as her June report to the board. The board said yes to her suggestion that Emma present at our July meeting to discuss her membership ideas and initiatives. Part of RE's summer planning is rethinking Sunday mornings for middle and high school ages.

Operations Report: Dir Laura will create a one-sheet about her areas to add to the board handbook. She reported that when the Sheffield distribution comes in, we will hit our goal of having operating reserves of 50% of our annual budget. In fact, we'll be over that, so the board will have to decide what to do with the extra. Laura noted that it's been a gift to work with Lori during her time as Treasurer.

Treasurer's Report: There was no Treasurer's report as the YE financials were not final.

OLD BUSINESS:

Healthy Congregations Team Charge: Galen has run suggested changes to the charge past the congregation and all involved parties and heard no objections. He moved and Sam seconded that we accept the changes. Approval was unanimous.

Delegation of Authority: Galen updated 2017 doc delegating some authority over some committees to Sr Minister by adding Healthy Cong, Cal Ball, deleting Bldg/Grds. Moves to accept changes, lhs seconds. Linda moves to amend by removing the word "charge" (leaving charging of committees in the board's hands); GW seconds. Discussion of further changes re: discharging committees tabled until next month. Vanessa clarified that she can further delegate. Linda's amendment approved unanimously; original motion, with amendment, unanimously approved.

Banner Policy Updates: Per GW, not ready for board action as SJWG has not weighed in on suggested changes.

NEW BUSINESS:

Board Orientation: Greatly updated board handbook is linked to tonight's agenda. Will be discussed in future.

Other New Business: Executive session not needed for board to acknowledge and thank involved staff for their mighty efforts in increasing rentals, therefore rental income. We heartily endorse Vanessa giving them bonuses, not to exceed \$2,500 in aggregate. So moved by Galen, seconded by Linda; approved unanimously.

Discuss request from Vanessa for outgoing (and continuing) board members to record best practices, what's working, what's not, etc. VRS will share doc in which she's captured what others have written to her. (LHS wrote up reflections shared at meeting in a separate doc: "[Best practice notes from June 2024 board meeting](#).")

Good and Welfare: Rev Laura noted that incoming board member Laura Davis handles cards for the Caring Committee, so will be an excellent resource for G&W.

Cards will be sent to the following people:
Austin Shelton – welcome home post-back surgery
Bob Smith – has fallen, has birthday

GW: reminder to sign up for announcements; nice if new people do it early.
VRS: script is in a link at bottom of agenda.

Process Observation: Lucy gave her summary: suggested we raise hands to speak, partly because those on zoom can't see so sometimes spoke over each other.

Closing Words: Jonah read the closing words.

Adjournment: Jonah adjourned the meeting at 8:36.