



**FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO
BOARD OF TRUSTEES REGULAR MEETING
By Zoom
6:30PM, February 21, 2023
MINUTES**

BOARD MEMBERS PRESENT:

Rochelle Fortier Nwadibia, Moderator
Jonah Berquist, Vice Moderator
Lori Lai, Treasurer
Liz Strand, Secretary
Amy Kelly
Linda Enger
Lucy Smith
Scott Benbow

BOARD MEMBERS ABSENT:

Megan Lehmer

STAFF PRESENT:

Rev Vanessa Southern, Senior Minister
Rev Laura Shennum, Minister of Congregational Life
Laura Ludwig, Director of Operations

CALL TO ORDER: Rochelle called meeting to order at 6:31pm.

OPENING WORDS: Vanessa read from Edgar Villanueva's book called Deconstructing Wealth

CHALICE LIGHTING: Rochelle

CHECK IN: Members checked in.

FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO ADDRESS BOARD: None

AGENDA REVIEW: January minutes were approved without changes.

CONSENT AGENDA:

Two items were pulled out of Consent Agenda as they needed action by the Board:

Annual Giving Goal of \$750,000 for annual canvas.

Ministerial Affiliation—requesting the will of the Board to have Rev Seanan Fong become an affiliated minister of UUSF.

Lucy made a motion to approve Consent Agenda and Amy seconded. Motion passed unanimously.

Board [Covenant](#)

[2023-01-17 Board Minutes](#)

[23-02-21 Operations Report](#)

[Treasurer's Report](#)

[Joe Chapot Board Report February 2023](#)

[UUSF Worship Attendance Report Feb. 2023](#)

[Rev. Shennum's Report](#)

[Rev. Southern's Report](#)

[Strategic Plan](#)

[Neversays: 25 phrases you should never ever say to keep your job and friends](#)

[Sensitive language information](#)

REPORTS:

Finance and Operations—Dir Laura referred to her one page report in the Consent Agenda (CA.) She highlighted that we have hired a new sexton who is a woman. The Financials shown are for the half year ending December 31, 2022.

Treasurer's Report—Lori said that we are doing pretty well at this point due to a bump up in pledge revenue, a bequest, and that some expense items have come in below budget. Some staffing roles are yet to be filled. This situation of revenue above expenses is fluid and on-going. Revenue from rentals and investments is moving in the right direction. The Finance committee met and reviewed the preliminary budget and no major adjustments were made.

Action Item: Lori made a motion to approve the goal of \$750,000 for the annual canvas. Scott seconded the motion. No discussion. Motion passed unanimously.

Congregational Life Minister's Report—Rev Laura referred to her report in the CA. She highlighted that the WEAV training has begun with four facilitators: Mari Magaloni, Jayanti Chapot, Cal Ball and Laura Shennum. Training will be completed in mid-March and then program will begin at the end of March with two groups of trainees with two facilitators in each group. There will be a Family Ministry Committee retreat with Aisha Hauser in March. Rev Laura

said that Aisha will be available to consult with lay leaders individually or in a group while she is here in March 18th and 19th. Rochelle asked how the board members will be folded into the WEAV training groups. There will be 8-10 in each group. Time commitment is 10 weeks for 1.5 hours each with no pre-work necessary. It is slated to start at some point in the week of March 20th and go until the week of May 22, 2023. One group may be in-person and one on zoom.

Senior Minister's Report—She highlighted a few items from her written report (see Consent Agenda.) David and Dolores Heilbron and going to head up this year's canvas with the theme of Let's Make It A Banner Year. She is grateful to Rev Laura and Dir Laura for picking up extra work and to Rev Laura, Rochelle and Lori, who handled a situation of harm and healing around the Lunar New Year. And to the building staff, who had to lean in around the flooding. She was grateful with how the church seemed to endure and grow in a month. She is seeing many examples of the 8th Principle work seeping into congregational activities. One of the Intern applicants they offered the position to turned it down and he said it was because another position was a better fit, not that he had negative feelings about our church or San Francisco. If we do not hire an Intern for next year, the money will be brought forward and used in the following year.

Vote of Confidence to approve affiliating with Rev Seanan Fong. Is the Board in favor of us pursuing having Rev Fong and the church entering into an affiliate relationship. We used the tool of Fist to Five to determine the board members' vote. A closed fist being a hard No and a fully open hand being a full approval. Amy suggested that Rev Fong would come and visit with the Board. All Board members voted with the fully open fist. Vanessa will talk to him and see if he would want to come to the March or April board meeting after conferring with Rochelle on the best timing.

OLD BUSINESS:

Board Member Term Tracking:

Scott reported that he and Rochelle have talked about a new way of keeping track of board member terms. Scott knows of a different way to keep track that might work better for us. He will send it out to all the board members. Rochelle confirmed that it is the Nominating Committee that keeps track of board member terms. We will discuss it in next month's board meeting and send our recommendation to the Nominating Committee. Tabled until the March board meeting.

Strategic Plan update:

Jonah reported that Joe Chapot is working on creating a new system for tracking Strategic Plan updates for each of our categories. Rev Laura reported that Joe has set up Google Groups for each goal that he will introduce to staff tomorrow. The staff executive team will then figure out how to get it to the board so we can all be using it.

Jonah shared the current Strategic Plan google doc here. [Strategic Plan](#)

Spiritual Tending – Vanessa reported that she is working with Kat Liu and Mark Sumner and others on ideas for forming an advisory panel from each part of the congregation such as the

Pagan Interest Circle, etc. that would meet to plan future events and possibly take a survey of the members of the congregation as to “what holidays or holy days or sacred moments are important to your religious or cultural life perspective and that you would be willing to be part of making happen.” We would find out what is important to people and create together a liturgical calendar for the year. How do we hold a broad spectrum of what is important to people in our congregation? Rochelle suggested that there are some core days that we need to include like Transgender Day of Acceptance that really go to the humanity of people. Vanessa agreed that that example is a perfect example of what the survey will include. She added that these may be celebrated as part of a worship service or a Saturday night gathering, or an after service gathering in the chapel for instance. The idea is to get everybody’s input on what is important in the life of the congregation and we decide if and how we want to observe them.

Governance – Scott is reviewing a 64 page PDF of policies from 1986. Some changes have been made since. He feels a good next step is to create a template in WORD to create a policy book of some kind. He is planning to read board minutes going back as long as he can to add to or edit what exists already in our 1986 policies. He has found that a lot of the policies are what we are using now and are quite helpful. Scott suggests getting someone from a law firm to join our effort to help us deal with some of the thornier issues in personnel policies and such.

Rochelle asked board members to contact Scott with any suggestions or concerns they have about the bylaws.

Community and Culture – Vanessa noted for the DEI training for ministers goal that she and Rev Laura are having monthly meetings with UUA DEI consultant Aisha Hauser. She has given them suggestions for podcasts and books and trainings that they are taking part in. Rev Laura commented on the WEAV program from Starr King and the all-church retreat coming up in May which is an intergenerational weekend activity.

Center – Linda mentioned the Montessori lease and called on Dir Laura to give an update. Dir Laura said the committee continues to meet and will have a report for the board at the March meeting. Linda also noted that the Facilities Advisory committee’s biggest project is figuring out whether we can do something about the HVAC for the center both in terms of making the center an emergency shelter and making sure we have power in a power outage. They are putting together an RFP to give us an assessment of what needs to be done and what the cost might be.

NEW BUSINESS:

GA Delegates: Lucy provided some history. There was a denominational affairs committee in the past whose responsibility in part was to recruit people for GA, PCD and Leadership School. They asked Hinckley for funding to send people to these activities. Rev John Buehrens then put the funding into the annual church budget. It always covered registration and sometime part of meals or lodging if there was a financial hardship. And the other function of the committee was to recruit people. Announcements were put in the Flame and given from the pulpit at least once. Someone from the board should always go. Probably Rochelle and Jonah would be our top

choices this year. Lucy added that if we want to request anything from Hinckley it needs to be done soon.

Dir Laura added that the board discretionary line item has \$6,500 allocated this year of which a little over \$3,000 is left. Vanessa pointed out that \$1500 of that line item was earmarked for sending people to GA, and that more can be found if needed. Rochelle noted the recommendation in Widening the Circle of Concern that congregations offer funds to BIPOC members to enable them to attend GA. Amy and Lucy volunteered to be point persons for this effort to designate and offer funding for expenses if needed for members to attend GA. Rev Laura noted that Joe Chapot already has a list of people interested in attending GA as delegates.

Sensitive Language information: Lucy introduced a document called Sensitive Language Handout that she got in a recent class for editors. She found the information about certain words and the resources listed very informative and helpful.

Rochelle added a link in the chat for a book called Neversays: 25 Phrases You Should Never Say to Keep Your Job and Friends by Randi Bryant.

GOOD AND WELFARE: Cards will be sent to a family with a new baby, people who are having medical treatments, someone who got a new job, and a family who moved.

PROCESS OBSERVATION SUMMARY:

Jonah gave his summary.

CLOSING: Vanessa read a quote from adrienne marie brown.

ADJOURNMENT: Moved by Jonah, seconded by Amy, and passed unanimously at 8:35pm.