

**First Unitarian Universalist Society of San Francisco
Board of Trustees Regular Meeting
September 21, 2021, via Zoom**

MINUTES

Trustees Present:

Rochelle Fortier-Nwadibia, Moderator
Jonah Berquist, Vice Moderator
Lori Lai, Treasurer
Carrie Steere-Salazar
Gregg Biggs
Scott Benbow, Secretary
Amy Kelly
Liz Strand
Linda Enger

Staff Members Present:

Alyson Jacks, Associate Minister
Laura Ludwig, Director of Operations
Vanessa Southern, Senior Minister

Guests:

Howard Oringer
Jayanti Chapot

Next Meeting: Tuesday, October 19

Deadline for inclusion of materials in Board Packet:
Friday, October 15. Send to
scottbenbow@gmail.com

1. **ACTION:** Send Stewardship Committee nominations to Joe Chapot.
2. **ACTION:** Review Lori's [Treasurer's Report](#) and read Cook & Co's [Draft Letter to the Board](#) and [Draft of FY20 Review](#) before the October meeting. Be prepared to acknowledge and accept both the Letter and the Review.

Agenda Item	Notes
CALL TO ORDER AND OPENING	A quorum having been met, the Moderator called the meeting to order at 6:35 PM. Vanessa read an opening.
FEEDBACK FROM BOARD MEMBERS. CONGREGATION OPPORTUNITY TO ADDRESS THE BOARD	Board members checked in.
AGENDA REVIEW	Board members announced that Howard Oringer and Jayanti Chapot would be joining the meeting later in the evening.
CONSENT AGENDA	On the August Minutes, Scott will list Lori as Treasurer. Amy moved and Liz seconded the motion to accept the minutes. With two abstentions among members who did not attend the meeting, the minutes were accepted under consent. Final version of August Minutes.
OLD BUSINESS: Reopening the church/options	Difficult process but going well. We'll continue to monitor scientific findings and try to maintain a safe location for staff, congregation, visitors, and renters.
OLD BUSINESS: Board Retreat scheduling	Scott asked members of the Board and staff to indicate in the chat what weekends, November 6-7 and/or November 13-14. Board members indicated in the chat that they are all available on both weekends.
OLD BUSINESS: Vanessa Installation	Carrie informed Trustees that invitations will be distributed on 9/22. Vaccinations and masks will be required. Maximum in the

	<p>sanctuary will be 85. We'll have additional people in TSK watching on a screen. Gregg mentioned the music has been difficult to arrange because of singing with masks and social distancing.</p>
<p>REPORTS: Finance and Operations</p>	<p>Under budget generally, but over budget in facilities. Cook & Co will report to the Board at some point, perhaps in October. In preparation for the FY21 audit, Cook & Co's analysis will be deeper and more thorough. Because of the pandemic, policies and procedures changed quite a bit.</p> <p>Stewardship Committee is looking for a new chair.</p> <p>ACTION: Send Stewardship Committee nominations to Joe Chapot.</p> <p>Revamping planned giving processes. PPP loan forgiveness will likely happen later in the year or early 2022. HR matters, two new contracts for music professionals. New part-time Sexton named Junior. Looking for a part-time minister. Looking for Alyson's replacement. Rentals are looking up. In the first two months of this fiscal year, we earned \$18K, which is the same amount as the previous 12 months. Our school renter has been submitting rent on time every month.</p>
<p>REPORTS: Investment Committee</p>	<p>Howard Oringer presented on the results on investments in the past year. Modest fees of \$55K for the year on about \$1M in gains. UUCEF has helped us focus on ESG goals since we moved our investments from Schwab to UUCEF. (Only operating reserves and Dean Perpetual Fund remain at Schwab.) But \$6 million has been moved to UUCEF. It earns very strong returns while still achieving ESG goals. CEF earned over 28% over the past year, and their fees are only 1.1%.</p> <p>UUCEF focuses on shareholder advocacy, including racial justice investing in line with UU's consideration of the 8th Principle. It achieves this through shareholder resolutions.</p>
<p>REPORTS: Update on pledges and expenses</p>	<p>Received more than 100% of pledged in FY21. We've already collected 36% of pledges for FY22.</p>
<p>REPORTS: Treasurer's Report</p>	<p>Lori presented her report. Audit was triggered in August 2019. Linda Enger helped us implement new measures in bookkeeping. Temporary Restricted Net Assets posed a significant challenge. Cook & Co and UUSF worked diligently to untangle the funds.</p> <p>Cook & Co urged the merger of SCW and UUSF in 2017, which was accomplished in FY21.</p> <p>ACTION: Review Lori's Treasurer's Report and read Cook & Co's Draft Letter to the Board and Draft of FY20 Review before the October meeting. Be prepared to acknowledge and accept both the Letter and the Review.</p> <p>Cook & Co is not aware of any modifications that need to be made.</p>

<p>REPORTS: Ministers' Reports</p>	<p>Vanessa shared her report. Asks Board to be sensitive to stress levels among staff members who are overstretched.</p> <p>Alyson iterated Vanessa's points about stress levels among staff members.</p>
<p>NEW BUSINESS: Board Priorities for the church year Mission Vision Statement</p>	<p>Strategic Plan will be linked.</p> <p>Sensitivity to stress levels of staff and congregation, finding ways to support staff financially or otherwise. "Mental health" days could be considered. (Full-time staff can use "sick" days for employee wellness days.) Laura pointed out a need to reinvigorate staff members.</p> <p>Amy mentioned the Committee Chairs are convening outdoor gatherings. Gregg said some congregations are having "neighborhood" pods for get togethers.</p> <p>Revisiting Mission Vision work.</p>
<p>NEW BUSINESS: Proposal to create the Journey to Wholeness/Racial Justice Select Committee</p>	<p>Scott and Jayanti presented on the Proposal. Alyson pointed out that, as a Select Committee, it is eligible to request a line item in the budget.</p> <p>Committee would be the central place for this work, and would share its resources with other Committees.</p> <p>These conversations are difficult because they can be confrontational. Mediation training might be helpful.</p> <p>Creating opportunities for educating ourselves and our communities.</p> <p>Jayanti has been facilitating the Working Group. She's done a lot of reading and reflecting on white supremacy culture, white fragility, and other issues. She works in HR for Landmark Forum. In her job, she's done a lot of leadership programs.</p> <p>There was some discussion about whether creating a Select Committee would require an amendment to the Bylaws. Ultimately, the Board concluded that a Select Committee could be formed without changing the Bylaws.</p> <p>MOTION & VOTE: Amy moved and Scott seconded the motion to approve the creation of the Journey to Wholeness/Racial Justice Select Committee. Motion approved unanimously.</p> <p>The next meeting of the Journey to Wholeness/Racial Justice Working Group will be Tuesday, September 28, from 7 to 8:30pm.</p>
<p>NEW BUSINESS: Social Justice Council</p>	<p>Lori presented on her concern that the SJC is without a leader and is not meeting. Board will consider at a future meeting whether to dissolve the SJC.</p>
<p>UPCOMING DATES</p>	<p>September 25, at 11 AM. UU Women's group formation, Human Rights Working Group wants to create this group.</p> <p>October 2, Women's March (behind the UUSF banner)</p> <p>October 3, Vanessa installation/party</p>

GOOD AND WELFARE	Gregg will send notes this month. Condolence card to Ellen and Julian
CLOSING	Vanessa read a closing
ADJOURNMENT	The meeting was adjourned at 9:30 PM.