

**First Unitarian Universalist Society of San Francisco
Board of Trustees Regular Meeting
May 18, 2021, via Zoom**

MINUTES

Trustees Present:

Carrie Steere-Salazar, Moderator
Rochelle Fortier-Nwadibia, Vice Moderator
Jonah Berquist
Lori Lai, Treasurer
Amy Kelly
Liz Strand
Judy Payne
Scott Benbow, Secretary

Staff Members Present:

Vanessa Rush Southern, Sr Minister
Alyson Jacks, Associate Minister
Laura Ludwig, Director of Operations
Meg McGuire, Ministerial Intern

Trustee Absent:

Reece Hart

Agenda Item	Notes
CALL TO ORDER AND OPENING	A quorum having been met, the Moderator called the meeting to order at 6:33 PM. Meg provided a reading.
FEEDBACK FROM BOARD MEMBERS. CONGREGATION OPPORTUNITY TO ADDRESS THE BOARD	The Moderator led this discussion. Kathleen Quenneville spoke about the reserve. She's asking that the reserve draw be reduced. Recent payment by commercial tenant resulted in small surplus. Suggests the Board consider reallocating recent bequests. Suggests return to prior practice.
AGENDA REVIEW	Add Anne Dillon Award vote to New Business.
CONSENT AGENDA	Minutes from the April 20, 2021, were accepted under consent. Amy moved and Judy seconded the motion to approve the Minutes. Approved unanimously.
OLD BUSINESS	Executive session, recording was stopped for this portion of the meeting.
REPORTS: Finance and Operations: Close of fiscal year 2020-21	Laura made a presentation based on this report . As of March 31, we have a net operating gain of approximately \$70,000. Because of commercial tenant's payment of \$160,000, it helped get us to this position. We've made about \$716K in investment income. We're planning to use \$271K next year. Board members discussed the use of Operating Reserves in the budget. Carrie recommended that larger discussion about this subject begin in the investment committee.
REPORTS: Rental income: change to proposed budget 2021-22	MOTION & VOTE: Lori moved and Amy seconded motion to adjust the FY22 Budget by \$12,846 in Montessori revenue. This

	<p>is based upon the new 36-month lease amendment executed on 5/7/21. The proposed standard operating reserves draw will be reduced by the same amount. Passed unanimously.</p> <p>ACTION: Scott will inform Kathleen Quenneville of the vote.</p>
REPORTS: Investment and Finance	<p>Cook & Company will be reviewing FY20. Audit of FY21 likely by the end of the year.</p>
NEW BUSINESS: Plans for May 30 Budget Meeting	<p>Laura will make the presentation. Lori will present. Scott and Carrie will ensure members are participating and count votes. Rochelle, Carrie, and Scott will monitor the chat.</p> <p>ACTION: Vanessa will reach out to Nathan Gandrud to ensure there's no conflict with other events at the church that day.</p> <p>ACTION: Carrie will reach out to Joe Chapot to get current numbers of members so that we can figure out the quorum.</p>
NEW BUSINESS: Plans for June 6 Annual Meeting	<p>Carrie and Vanessa will present. Will probably need to limit the length of the debate on the 8th Principle.</p> <p>ACTION: Liz will be the timekeeper to ensure the length of the debate is limited.</p> <p>ACTION: Jonah and Scott will help with logistics of voting at the meeting.</p>
NEW BUSINESS: Leadership roles for 2021-2022	<p>Lori will continue to be Treasurer and Scott will continue to be Secretary. Rochelle will consider being Moderator.</p>
NEW BUSINESS: Reopening church	<p>Plan is to execute registration requirements, masking, space requirements. Need volunteers to help with registration. Line up outside the building and have contact screening when they enter.</p> <p>The rules are changing all the time. At the moment, only 70 people would be allowed in the sanctuary. May ease by September. Ventilation requirements might pose a problem for us.</p> <p>Reopening means different things to different groups: worship, staff, rentals, etc.</p> <p>There are legal liability issues that the church should also consider.</p> <p>We have two soft openings (6/6 and 6/13) and then the church year ends.</p> <p>ACTION: Need a volunteer pool to assist with this process. Need to recruit additional ushers and greeters.</p> <p>Family ministry group will be having a town hall soon.</p> <p>ACTION: Laura will speak with Heffernan about coverage for liability for Covid.</p> <p>Lori suggests creating an expectation among the Congregation that this will take until early 2022.</p>
NEW BUSINESS: Anne Dillon Award	<p>The Board voted for the Anne Dillon Award this year.</p>

	Scott will order the award this year.
REPORTS: Ministers' Reports	Alyson Jacks and Joe Chapot submitted this report . Alyson attended the UU retirement seminar last week. Vanessa submitted this report .
REPORTS: Journey to Wholeness	Task force report for 8th Principle will be approved at the next board meeting. DRUUM fundraiser is tomorrow; see it in the Flame.
UPCOMING DATES	May 30 Budget Meeting June 6 Annual Meeting June 15 June BOT meeting October 3 Vanessa installation/party Also, there's been a request for opening the church after Labor Day
GOOD & WELFARE	Kathleen and Reece, thank you for work on school rental issue Fred Rabidoux's sister Jan Orringer's brother in law died Judy requested that the lay ministers provide a report. <u>ACTION</u> : Carrie will assign the card writing to a Board member.
CLOSING	Vanessa read a closing.
ADJOURNMENT	The meeting was adjourned at 9:27 PM .