



**FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO  
BOARD OF TRUSTEES REGULAR MEETING  
6:30pm, February 20, 2024**

**BOARD MEMBERS PRESENT:** Jonah Berquist, Moderator, Sam King, Vice Moderator, as well as Linda Enger, Galen Workman, Diane Allen, and Megan Lehmer.

**BOARD MEMBERS VIA ZOOM:** Liz Strand, Secretary, Lucy Smith, and Lori Lai, Treasurer.

**STAFF MEMBERS PRESENT:** Rev Laura Shennum, Minister of Congregational Life and Laura Ludwig, Director of Operations.

**GUESTS:** Kathleen Quenneville

**CALL TO ORDER:** The meeting was called to order by Jonah at 6:31pm.

**OPENING WORDS:** Lucy offered a poem.

**PROCESS OBSERVER:** Liz

**CHECK IN:** All trustees checked in.

**FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO ADDRESS BOARD:** No feedback was received.

**AGENDA REVIEW:** No changes were made to the proposed agenda.

**CONSENT AGENDA:** Suggested changes and corrections were made to the January minutes and they were approved by consent.

**REPORTS:**

**Minister of Congregational Life Report:** Rev Laura referred the Trustees to the information in her written report and added two items: She announced that a new Intern has been selected for 2024–2025. Her name is Kate Steinberg. She attends the Pacific School of Religion and will join us in September of this year. A brief biography of her will appear in this week's Flame.

Also, Rev Laura announced that Emma Wakeling's work permit has been extended and she can return to work for us as soon as she receives the card in the mail.

She also referenced the service on Feb 4th and the discussions and communications about it afterward.

**Operations Report:** Dir Laura referred to her written report and highlighted some of the contents.

She also highlighted that our Center rentals have had an uptick. As of January 31, 2024, we have already reached 75% of the target of \$150,000 for this year. She thinks we may be able to raise our FY25 target to \$180k in the upcoming budget although we are not quite at the pre-pandemic level of \$200 to \$220K.

She also added that due to today's storm there was a back up in the city sewer line outside the building that affected the Macondray bathrooms but nothing flooded onto the new floor in the Macondray itself. A sump pump was used to remove the spill. She suggested that we have more money in the budget for emergency situations. And also that our corporate insurance deductible has been increased from \$2500 a year to \$25,000 a year because of all the claims we have made recently due to flooding and vandalism.

There was discussion about the theft of tricycles in the rear Montessori playground. Dan and Dir Laura are looking into security issues for the future. No one gained entrance to any of the buildings or the playground near our courtyard.

Pledges for this year are on track. As of January we are at 72% of the total.

**Treasurer's Report:** Lori said that the Treasurer's Report speaks for itself. It is generally a pretty good report at the halfway mark of the fiscal year ending in June of 2024. We have a very healthy net operating revenue of \$235,000.

## **OLD BUSINESS:**

### **Negotiation update and Rental Options Committee Report: In EXECUTIVE SESSION**

After the Executive Session was completed, Sam moved that we authorize the negotiating committee to go forward with the parameters discussed in the Executive Session. It was seconded by Galen. Motion passed unanimously.

**Banner Policy:** Galen said he did not hear anything from the congregation about the proposed Banner Policy once it was published in the Flame. [Here](#) is the policy. Lucy suggested changing the word "uncomfortableness" to "discomfort" and Linda suggested striking the word "bureaucratic". Both suggestions were accepted. Galen moved that the Banner Policy with the changes discussed be approved. Seconded by Linda. Motion passed unanimously.

**1187 Committee Work:** Galen presented a paper copy of his notes. Carrie convened the meeting and agreed to convene the next one also. There were 3 members missing from this meeting so a chair was not designated at this time in case any of them wishes to be chair. But if not, Carrie will assume the duties of the chair. He reported that Bill Lowell will give a 15-30 minute presentation at the next meeting on what is involved with building affordable housing.

Galen felt that it was a very good start for the committee. Lucy reported that Sarah Ellerman has removed her name from consideration as a member of the committee due to possible conflict of interest with her employment.

**Discussion with Carrie about Music Leadership Succession:** Megan talked to Carrie Steere-Salazar, the Music Committee chair, about contingency planning in the event that either Reiko Oda Lane, our organist, or Mark Sumner, our Music Director were unable to do their jobs here at UUSF. Carrie reported that the committee has a plan. It is a matter that would be handled by staff.

**8th Principle Updates and Strategic Plan Updates + Follow-ups:** There were no updates on these this month.

## **NEW BUSINESS:**

**Covenant and Next Steps:** Rev Laura referred to the item about the Covenant workshop in her report and thanked all the leadership that participated in the workshop (7 board members were present.) The resulting working document is on the back of the Order of Service and on the website. She is looking to the Board for guidance as to how it wants to go forward with having the congregation approve or affirm the working document. The ministers will meet separately with the Right Relations Team to work on a charge describing the Team's responsibilities. The charge will detail the reporting structure. Jonah said that he feels that the newly created covenant should be brought to the congregation at the Annual Meeting to be considered for adoption. It is considered a congregational covenant. The one we recite in Sunday services each week is called the Unison Covenant and will not be changed in any way. It was suggested that the congregational covenant be included in the Flame periodically and that people be asked to think about it and prepare to discuss it at the Annual Meeting. It was agreed that there be a point person on the Board for people to reach out to with comments or questions about the Covenant. Liz agreed to do so. The subject will be put on the agenda for the Annual Meeting and to have it on each Annual Meeting agenda to be considered each year to keep it a truly living document.

**Beloved Conversations:** Rev Laura said that the Spring term is starting mid-March. The cost is \$300 and they are asking for an additional \$50 reparations donation. The registration deadline is Feb 29th. Liz asked if we wish to send lay leaders again and if we want to subsidize some of the cost of the tuition. All Board members have attended except Megan. In past sessions we paid \$150 toward the fee for lay leaders to attend. Lucy suggested that Right Relations team members attend if they have not already and she suggested that Worship Associates would be a good pool of possible attendees. Some Board members felt that the program was not deep or challenging enough and did not appreciate that there was no way to give feedback to the presenters of the program. It was felt that we should not contribute funds to send people this session but that it would be good if there was a well-crafted program in existence. Rev Laura mentioned that she is still trying to get the WEAV program staffed with facilitators and able to be offered again as it is a way for people to learn about the history and issues of racism and its effects and white supremacy. WEAV is a program developed through Starr King School for the Ministry. People felt that WEAV did a better job with a program that was attended by both white people and people of color together. It was agreed that an item about the Beloved Conversations program will be posted in tomorrow's Flame with the particulars about the program and dates and fees.

**GA Delegates and Article II:** Rev Laura noted that these two items are linked together so she

wanted to address them together. The UUA is charged with looking at its bylaws and especially the Principles at this time. Article II is the part that holds our Principles. There has been a conversation over the past couple of years to change the Principles into a new format which will be presented and discussed and the congregation will be educated about it on Saturday, March 16th along with other congregations in the area. It will be held at UUSF from 1:00pm to 3:00pm in person and by livestream. How this is tied to GA delegates is that the vote for adoption of the new language for Article II will happen at this coming General Assembly. Rev Laura noted that GA is completely virtual this year.

She said that the Board needs to determine how the UUSF delegates will be chosen this year and how they will be instructed to vote. Shall they vote based on how the congregation feels about Article II or do they get to vote how they themselves want to vote as has been done in the past? She also noted that the Board needs to decide if the congregation will vote on Article II at our Annual Meeting. Rev Laura noted that in the past, delegates to GA have not been instructed as to how to vote but that this vote is a very important one for the denomination. Discussion ensued.

It was suggested that there be a vote by the congregation at the Annual Meeting as to whether or not it approves of the new Article II proposal and that would inform the delegates as they go into the vote at GA, but that we would not tell them how to vote. It was agreed that attendance at the March 16th Informational meeting about Article II, would be very important for anyone who wishes to be considered to be chosen as a GA delegate. It was agreed that since this vote is so important that the Board will choose delegates this year. It was agreed that we discuss at the March Board meeting how to announce the opportunity to become a GA delegate, who to contact and so on.

**The Canvass Target:** It was moved by Sam and seconded by Lucy that the target for this year's canvass will be \$750,000. Discussion ensued. Jonah called for the vote. All Trustees voted in the affirmative that \$750,000 will be this year's target for the canvass.

**Good and Welfare:** Melissa Fafarman got a pacemaker, Jack Delo had knee surgery, Merle Easton was in the hospital, Karen Grech was in the hospital, John Klopacz had surgery, Toby Meyer died and we'll send a card to his daughter, Fred Rabidoux is undergoing cancer treatments, and we will thank the people on the Intern Committee for their success in hiring our next Intern Minister. Linda kindly offered to help with the volume of cards.

**Process Observation:** Liz gave her summary.

**Adjournment:** As the agenda was complete, Jonah adjourned the meeting at 8:46pm.