

**First Unitarian Universalist Society of San Francisco  
Board of Trustees Regular Meeting  
August 18, 2020, via Zoom**

**MINUTES**

**Trustees Present:**

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

**Staff Members Present:**

Vanessa Southern, Senior Minister  
 Laura Ludwig, Director of Operations

**Next Meeting:** Sept. 15

**Deadline** to submit material to [scottbenbow@gmail.com](mailto:scottbenbow@gmail.com) for Board Packet: Sept. 10

<b>Agenda Item</b>	<b>Notes</b>
CALL TO ORDER AND OPENING	Called to order at 6:34 PM. Reverend Southern shared a draft of some of her prose.
FEEDBACK FROM BOARD MEMBERS. CONGREGATION OPPORTUNITY TO ADDRESS THE BOARD	Carrie asked trustees to reflect on " <a href="#">The Too White Zone Redux</a> ."
AGENDA REVIEW	Reece volunteered to be our time-keeper. Carrie suggests moving all of OLD BUSINESS to September meeting.  <b>Action Item:</b> Comment to Reece about the Resolution.  <b>Action Item:</b> In order to include as much Board Packet material in a single PDF for future meetings, Scott will create deadlines and include them with the minutes each month.
CONSENT AGENDA	<b>Action Item:</b> Scott will revise July minutes with correct spelling of Shulee's name. Otherwise, Board approved of July minutes by consent.
REPORTS: Journey to Wholeness	Rochelle reports that the Journey to Wholeness group is very active. In June, the group created The Too White Zone Redux. Rochelle is encouraged that all of us are digging in our heels and doing the work. Other groups at UUSF are focusing on these topics. The Humanists group is considering di Angelo's White Fragility and Kendi's How to be an Anti-Racist.  The order of service this past Sunday had a photograph of white women suffragists. This was a micro-aggression because it did not include any women of color.  Trustees can support the Journey to Wholeness by reading the books, attending the meetings, and doing the work. Please take this leadership to your own committees.  Reece asked how we can prevent micro-aggressions like the image on the order of service, and what we can do to address it now.  Carrie said she and Rochelle are working on an article together.

	<p><b>Action Item:</b> Attend the next meeting on Tuesday, August 25, at 7:00 PM.</p>
<p>REPORTS: Finance</p>	<p>Raise the Roof is nearly complete.</p> <p>Bathroom will be completed by October.</p> <p>Upcoming bills require transfers. Pledges for FY20 is at 97%. For FY21, we achieved our \$600,000 pledge target. For the capital campaign, we had a \$150,000 shortfall. We also received less from the Sheffield donation than projected: \$600,000 instead of \$1 million.</p> <p>We need to transfer funds from Schwab to cover two bills. Requesting for Raise the Roof a \$243,000 transfer. Finally, as part of SCW consolidation, Schwab transfer back to SCW.</p> <p>We need to pay our construction vendors within the next two months. Our Schwab account has unrestricted funds the Board says can be used for building and maintenance. Laura is confident this is the most logical fund from which to transfer money to pay our vendors.</p> <p>Jonah asked about \$135K that was gifted in a previous capital campaign. Laura recommended we reserve this fund to pay for repointing, roof repair and water damage. We don't know what the cost will be.</p> <p><b>Motion &amp; Vote:</b> Motion to approve the transfer for Raise the Roof from Board-designated funds of: \$243,000 to FRB Operating Account; and \$79,893.29 to pay off the SCW Solar "Loan" principal; and to approve \$150,000 to cover expected shortfall in Capital Campaign-Building our Community.</p> <p>Judy moved and Amy seconded motion. Motion passed unanimously.</p>
<p>REPORTS: Rental Report/Montessori</p>	<p>Laura reported that Montessori owes UUSF about \$130,000 at this point. Laura recommends we continue to check in. Montessori has been a tenant since 1976; we need to ask Sunil whether it will be able to catch up.</p> <p>Judy asked whether we should reduce the rent. Laura answered that the rent is already below market.</p>
<p>REPORTS: Finance/Investment</p>	<p>Lori reported that the Investment Committee met. Conservative investments protected our funds during the COVID-related downturn. We are back to where we were in January.</p> <p>Committee also discussed the mechanics of withdrawing funds. Developing a protocol to maintain the books properly.</p> <p>Switch from KCM to UUA Common Endowment Fund. Run by professional investment managers. KCM has tried to move some funds based on instructions from years ago, but nobody's</p>

	<p>checking in day-to-day on the investments. By investing with the UUA Common Endowment Fund, we are assured of investments consistent with UUA values.</p> <p>Lori thinks we can make this switch before the end of the calendar year.</p> <p>On the Finance side, the Finance Committee looked at Budget v. Actuals and found some holes that need to be fixed. More details are forthcoming.</p> <p>Audit will begin when Monte finishes his work.</p> <p><b>Action Item:</b> Share with Lori questions and concerns about the transfer of funds from KCM to UUA Common Endowment Fund. She will share questions and concerns with the Investment Committee and address them in the Committee’s proposal to the Board.</p>
REPORTS: COVID safety	<p>Carrie asked Lori to chat with our pro bono law firm. For safety, Lori recommends against sharing microphones. Also recommends against using bandannas. Surgical masks are much more effective.</p>
REPORTS: Letter to Board of Supervisors	<p>Dolores Priem sent a letter to the Board of Supervisors along with the Resolution.</p>
OLD BUSINESS: Update on Board policy on Resolutions	<p>Postponed until September meeting</p>
OLD BUSINESS: Bylaws change	<p>Postponed until September meeting</p>
NEW BUSINESS: SCW Policy Review	<p>Carrie is asking for a volunteer to reconcile the SCW policy and UUSF bylaws.</p> <p><b>Action Item:</b> Scott volunteered to conduct this review.</p>
NEW BUSINESS: UUA 8 <sup>th</sup> Principle [The 8 <sup>th</sup> Principle: “We covenant to affirm and promote: Journeying toward spiritual wholeness by building a diverse, multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.”]	<p>Rochelle reported on the nascent 8<sup>th</sup> Principle. Paula Cole Jones wants this to percolate from the ground up rather than being handed down by UUA. Look for “<a href="#">Widening the Circle of Concern</a>” report. Many congregations are adopting this.</p> <p>Carrie would like to consider the report at our retreat this year.</p> <p>Also, <a href="#">UUA General Assembly 2020, Session 5</a>, is relevant to the report and the discussion at the retreat.</p> <p><b>Action Item:</b> Read the report prior to the retreat.</p>
NEW BUSINESS: Zoom planning for Oct. 4 Congregational Meeting	<p>Reservations will be required, trustees will check for a quorum of members, absentee voting will be welcomed.</p> <p><b>Action Item: Reece will set this up.</b></p>
GOOD & WELFARE	<p>Alison’s partner Wendy got a breast cancer diagnosis. Reece offered to drop off a meal, and will likely do so in the future.</p> <p>Send a card to Alison and Wendy.</p> <p>Bill Wise passed away. Under hospice care. Send card to Bill and Angie.</p> <p>Anish got a job. Send note of congratulations.</p> <p><b>Action Item: Scott will send cards, but is looking for another Board member to take this on going forward.</b></p>

CLOSING	Vanessa read a passage from Girl, Woman, Other.
ADJOURNMENT	The meeting was adjourned at 8:39 PM .