

**First Unitarian Universalist Society of San Francisco  
Board of Trustees Regular Meeting  
January 19, 2021, 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:**

Alyson Jacks, Associate Minister  
Laura Ludwig, Director of Operations  
Meg McGuire, Ministerial Intern

**Next Meeting:** Tuesday, February 16

**Deadline** for inclusion of materials in Board Packet:  
Friday, February 12. Send to  
[scottbenbow@gmail.com](mailto:scottbenbow@gmail.com)

**Guests Present:**

Linda Enger

<b>Agenda Item</b>	<b>Notes</b>
CALL TO ORDER AND OPENING	A quorum having been met, the Moderator called to order at 6:35 <b>PM</b> . Vanessa provided a reading.
FEEDBACK FROM BOARD MEMBERS. CONGREGATION OPPORTUNITY TO ADDRESS THE BOARD	The Moderator led this discussion.
AGENDA REVIEW	No changes were made to the Agenda.
CONSENT AGENDA	<a href="#">Minutes from the December Board Meeting</a> accepted under consent. Minutes were accepted with one change; a sentence in the Journey to Wholeness section was moved to the Ministers Report section.
NEW BUSINESS: Building Improvement Task Force Update	<p>See Linda Enger's report <a href="#">Building Improvement Project Management Team</a>. The Sheffield Estate was lower by approximately \$150,000 than we expected. Some pledges were never fulfilled. Restroom renovation will likely be finished in January 2021.</p> <p>Contractor asked for \$99,000 because of delays. Linda doesn't believe the delays were UUSF's problem. UUSF has been on time with communications throughout.</p> <p>Quality of the work has been very good. Boiler is quite old. It operates, but it won't last much longer.</p> <p>Set aside money \$7,300 is our share. Submitting proposal to City of San Francisco for the landscaping on the Thomas Starr King side of the church.</p> <p>Electrical upgrades. Scott is a skilled electrician. He's installing energy efficient LED lights.</p> <p>Roof repairs were under budget, so we're going to spend money on the steeple. Would like to spend \$30,000 more on the steeple.</p>

	<p>\$246,843 is needed to complete these projects.</p> <p>Would like to spend an additional \$35,000 to improve Macondray bathrooms.</p>
<p>NEW BUSINESS: Annual Operating Fund goal</p>	<p>Gayle and Keith are leading the AOF drive this year. They propose two goals. Goal one is the same goal as this year (about \$600,000) and a second additional goal (about \$300,000) to offset financial losses UUSF will suffer with diminished rentals.</p> <p>Stewardship Committee is targeting \$900,000 in pledges FY22. The strategy will be to ask some donors to make a one-time doubling of their pledges. By getting these donations, we can refrain from spending our operating reserves.</p> <p>Not optimistic about rental income for the foreseeable future. Uncertainty over the school on the premises. We don't know to what extent indoor and outdoor events will be allowed by the City. We also are not sure whether we will be eligible for a PPP loan in the next fiscal year, or if they will be offered.</p> <p>Stewardship Committee will write two letters for different tiers of donors.</p> <p><b>Motion &amp; Vote:</b> Amy made a motion for an AOF goal of \$900,000. Scott seconded. Passed unanimously.</p>
<p>NEW BUSINESS: Edith Hamlin paintings. Should they be sold?</p>	<p>John Buehrens found three paintings by Edith Hamlin, who was an active member of UUSF and SCW. Considering selling, donating to new museum of Mexican American Art.</p> <p><b>ACTION:</b> Carrie will ask John to send photographs of the paintings.</p>
<p>REPORTS: Journey To Wholeness</p> <p>Attendees read "<a href="#">Hospitality and Inclusion</a>" prior to the meeting.</p>	<p>Rochelle discussed Too White Zone: "<a href="#">The White Action Sensitivity Project</a>," January 3, 2021. She thanked Meg for having a great message with the video.</p> <p>Melvin led the effort to have Paula Cole Jones speak on the 8th Principle.</p> <p>Leslie Takahashi expecting UUA will be distributing information to better formalize the implementation of recommendations. Providing clear steps to make UUs more multiculturally competent.</p> <p>Rochelle recommends that the Board discuss action steps, perhaps at the February meeting or at a retreat. We're reading the information, but perhaps it's time to step back and begin some implementation.</p> <p>We will pick some items and advance this at the February Board meeting with a solid plan to discuss this at the retreat.</p> <p>Vanessa believes the 8th Principle is a great place to start this discussion. We can find resources, look at what other congregations have done, and do it virtually. Have a vote by</p>

	<p>June. What can we do between February and May to advance this to a Congregational vote? Then, what is the follow-on to the vote?</p> <p>Meg added a link to the <a href="#">study guide for Widening the Circle of Concern</a> in the Zoom Chat.</p> <p><b>ACTION:</b> Carrie, Rochelle, Vanessa, Alyson, and Meg will meet to discuss next steps.</p>
<p>REPORTS: Finance Report</p>	<p>Laura described transition to UUCEF, which doesn't have an identical model to Schwab. We're leaving the Operating Reserves and the Securities Donation account at Schwab. Also, the idiosyncrasies of the rules for the Dean Perpetual and May Treat Morrison bequests makes keeping those accounts at Schwab easier than moving them to UUCEF. The rest of the accounts are being moved now.</p> <p>Important points in this month's report. We are not at an operating loss, we have net income because of the PPP loan that was forgiven (\$167,000), and became revenue. As of December 31, we had received 57% of pledge revenues (at 50% through the fiscal year). From Operating Revenue, we are under budget on salaries and benefits. (We have not hired a third sexton.) Dividends, interest, and other gains are also helping.</p> <p>Laura will apply for second PPP loan as soon as she receives the link.</p> <p>Personnel Committee is meeting monthly and clarifying benefits in the employee handbook. This will likely be on the agenda at the February Board meeting. ADP has a good handbook tool that is compliant with federal, state, and local rules.</p> <p>We're doing a simplified mid-year check-in/evaluation. We expect it to be complete by January 29.</p>
<p>REPORTS: Auction</p>	<p>Please consider donating items to the auction. Date will be Friday, the 5th</p>
<p>REPORTS: Ministers</p>	<p><a href="#">Vanessa submitted a report</a>. Subsequently, UCC distributed information about threats to liberal denominations. <a href="#">Alyson submitted a report</a>.</p>
<p>REPORTS: COCC</p>	<p>Thirty-one Committee Chairs joined. Discussed 8th Principle and Widening the Circle of Concern. Rochelle thanked Laura for presenting on the budget. Gail and Keith led a discussion about the AOF.</p> <p>Rochelle would like to know what the Board's vision is for moving forward with the Journey to Wholeness/Widening the Circle of Concern work we need to do. The Board's work will bring benefits to the community.</p>
<p>GOOD &amp; WELFARE</p>	<p><b>Letter writer this month will be Jonah.</b>  Ken Keep, we don't know of any family members.  Linda's daughter-in-law's death; son Griffin has Covid-19.  Steven Schwichow's daughter got married.  Thank Courtney Young Law for Family Ministry breakfast.</p>

	Margaret Pierce, former member, Kathleen Quenneville, hip surgery Stephanie Gowin's father died this week  Judy mentioned <a href="#">PBS series on the black church</a> .
CLOSING	Meg read a closing.
ADJOURNMENT	The meeting was adjourned at 9:05 PM .