



**FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO  
BOARD OF TRUSTEES REGULAR MEETING  
By Zoom  
6:30PM, January 17, 2023  
MINUTES**

**BOARD MEMBERS PRESENT:**

Rochelle Fortier Nwadibia, Moderator  
Jonah Berquist, Vice Moderator  
Lori Lai, Treasurer  
Liz Strand, Secretary  
Amy Kelly  
Megan Lehmer  
Linda Enger  
Lucy Smith  
Scott Benbow

**STAFF PRESENT:**

Laura Ludwig, Director of Operations  
Rev Laura Shennum, Minister of Congregational Life

**CALL TO ORDER:** 6:31

**OPENING WORDS AND CHALICE LIGHTING:** Rev Laura Shennum

**CHECK IN:** Including one word about Beloved Conversations.

**FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO  
ADDRESS BOARD:** None offered

**AGENDA REVIEW:** 2022-12-20 Minutes were approved by consent

**CONSENT AGENDA:**

## [2022-12-20 Board Meeting Minutes](#)

[Retreat Priorities and Ownership - 2023-01-04](#)

### [Finance and Operations](#)

#### [Treasurer's Report](#)

#### [Financials](#)

#### [UUSF Attendance Report](#)

#### [Yarn Coordinator and Ministerial Asst Report](#)

#### [Rev Shennum Report](#)

## REPORTS:

**Finance and Operations:** Laura Ludwig (Dir Laura) referred to her report in the Consent Agenda and said overall we are doing very well. An added item is that as of December 31, 2022, we are over the 50% mark for pledges received. Linda asked if it would be possible in the Financials to have the full year budget totals in addition to the budget as of the day of the report. Dir Laura said she will look for a way to do that in Quickbooks. Lucy asked if we know why rentals are lagging and if we can do anything about it. Dir Laura said she feels we are doing everything we can do to increase rentals but that we still have some of the Pandemic and Post-Pandemic lag. We don't seem to be getting the large galas. She said that for next year's budget we will not go back to the pre-pandemic rental amount because it would be overly optimistic. We will stick at \$150,000.

**Motion:** Rochelle entertained a motion to approve the Consent Agenda. Jonah so moved and Linda seconded. Motion carried.

## Treasurer's Report

### Minister's Report

Laura Shennum (Rev Laura) referred to her written report—see Consent Agenda. She added that USSF will participate in a program called WEAV from Starr King School for the Ministry (SKSM) funded by a Hinckley grant. It works specifically on Anti-Oppressive systems in a small group setting. There will be two phases. The first will be training of facilitators in a twice a week for six weeks format from the second week of February to the middle of March. And then launch a ten week small group program led by those facilitators. Hopefully there will be other congregations that will be doing it at the same time. She is excited about the potential it will bring to our congregation as well as to Unitarian Universalism. It will be another way for us to engage in our 8th Principle work. She will send the Board members a written description of the program. It would be cool if Board members would be part of the once a week small groups by zoom when they are created later in the year from approximately March 20 through May 22, 2023 also by zoom. Rochelle mentioned that this is a program that she fully supports. Rev Laura added that Rosemary Bray McNatt, the head of SKSM, is submitting a proposal to present on this subject at General Assembly in June 2023 and that they, along with the person who developed the curriculum will be presenting on the WEAV program.

Ministerial Assistant and YARN Coordinator—see reports in Consent Agenda

## OLD BUSINESS

**Strategic Plan** – See Jonah's written document in the Consent Agenda. He said that since we last met, he re-formatted things and tagged the names of the non-officer Board members who were assigned to the various sections.

**Spiritual Tending:** Rev Laura said that we may be phasing out virtual coffee hour so that is

something we may have to shift on the Strategic Plan document. She also mentioned the Holiday Faire which was definitely intergenerational. And that they have had a survey out to gain information about what people want to see provided as stated in Priority #4 under Spiritual Tending.

**Governance:** Rochelle reported that she and Scott met this week and developed a strategy around how to update the Bylaws. Scott is reaching out to a few other people to form a team. Rochelle also mentioned that she asked Kathleen Quenneville about whether or not there was a policy created about the Operating Reserve funds during KQ's time as moderator and KQ will do some research and get back to Rochelle. This underlies the need to have the policies and procedures and a board handbook up to date.

Rochelle mentioned that in October she met with the Personnel Committee, Kathleen Quenneville and Laura Ludwig and she has appointed two other people to that committee—Jayanti Chapot and Christina Hamner who both work in HR professionally. Kathleen has taken on the chair of that committee.

Rev Laura reported that Joe Chapot is working on a tracking software for us for the Strategic Plan that will be coming soon, hopefully in early February.

**Community and Culture:** Lucy reported that Right Relations training is happening. Beloved Conversations is almost finished which most Board members have participated in. Rev Laura reported that she and Vanessa are continuing to meet with Aisha Hauser on DEI related training for ministers and that Vanessa has been working through a curriculum on her sabbatical that either she and Rev Laura will work through when she returns or they will bring it to the whole staff to work through called something like Whiteness At Work. Rochelle mentioned the Right Relations training will be finished in February and we will formally establish the team at the March Board meeting.

**Social Justice:** Megan stated she was the food pantry liaison for 10 years. She checked with the Nominating Committee and they are actively searching for someone to head up the Social Justice programs. She added that she spoke to John Buehrens and he agrees the area is very important. Rochelle added that Bill Lowell was the first chair and then John Young and then Kat Liu was the most recent chair who stepped away when the pandemic happened. Rochelle suggested that even though the Social Justice council is not meeting as a whole, parts of it are still functioning like the Wednesday morning vigils in front of the church, Sensible Cinema, the Forum, etc. Rochelle also mentioned Faith In Action (FIA.). Dir Laura added that we recently had a Sunday offering for FIA and have been paying dues each year. Rev Laura mentioned that the Winter Shelter would fall under Social Justice. Lori Lai added that she is heading up the Women's Group under the Social Justice umbrella.

**Center:** Linda called on Dir Laura to report on the status of the Montessori Lease. Dir Laura said there is a group working on the lease – Dir Laura, Kathleen Q, Dan Barnard, Lori, and maybe Vanessa. They are working on comparables. There will be a report at the February meeting when Vanessa is back. Linda reported that on the item of a strategy or plan going forward, the Facilities Advisory Committee has been working with Dan B to identify what needs to happen and how to move forward. There are major issues—one is to replace the 60 year old boiler in a phased approach, another is the stained glass windows that need attention, and the organ that needs to be rewired. We have estimates for all of them and are figuring out how to do it in phases. All of this has been impacted by the recurring flooding. They are also looking at having battery back up which would allow us to become an emergency center if there is a major

earthquake or other major problem.

**BELOVED CONVERSATIONS:**

Rochelle asked, if members felt comfortable doing so, to describe their experience with Beloved Conversations and to comment on what suggestions they had for the next engagement the Board would have for this 8th Principle related work. This is a summary of their comments: I enjoyed it and learned a great deal. There were lots of resources. I appreciated the flexibility of their acknowledging we might not get through all of each session's material. I liked the way the material was presented in many different ways, speaking, video, animation, songs, etc. I liked the variety and imaginatively chosen material. It helped me see other people's experiences which I would not have gotten anywhere else, that would have been hard to find on my own. I liked having a steady small group to meet with, and hearing where they were at from session to session. Enlightening. The program was well put together with extensive resources. Lots of resources for BIPOC people, but sadly we were all a small portion of each of our congregations. Satisfying to have materials that addressed my spiritual needs as a BIPOC person. Great resources. Felt nurturing. I will take it again.

It was agreed that we will engage in the WEAV pilot program from Starr King as our next activity to further the work of the 8th Principle as a Board.

Rev Laura described the program as follows:

WEAV program: Starr King School for the Ministry received a Hinckley grant to create a curriculum that addresses anti-oppressive systems through a small group method. They are ready to have a pilot program of the curriculum and UUSF is a participant. This will be rolled out in two phases. The first will be a 5 week/2 sessions a week training for facilitators. This will start the week of Feb 13 and end the week of Mar 13, 2023. It will be on zoom and we will be joined by other congregations. There will be a week break between pilot phases. Then, the second phase of small groups will start. The groups will meet once a week for 10 weeks from the week Mar 20 to the week of May 22, 2023. These groups can be on zoom or in person. Each group will be led by two facilitators. This is an excellent next step in our 8th principle work.

**GOOD AND WELFARE**

Card to Vanessa for recent procedure.

Card to Linda Harris for help with neighbor after service.

**PROCESS OBSERVATION SUMMARY:**

Rev Laura noted that a new form for Process Observation is in the consent agenda. See Rev Laura's completed Process Observation for this meeting in the Consent Agenda also.

Jonah volunteered to be the Process Observer at the February meeting.

**CLOSING**

By Rev Laura

**ADJOURNMENT:** Jonah moved and Megan seconded for adjournment. Passed unanimously.

**Next Meeting:** February 21, 2023

**Deadline for inclusion of materials in Board Packet:** February 17, 2023

**Please send to Liz Strand at**  
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