



FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO
BOARD OF TRUSTEES REGULAR MEETING
6:30 PM, December 12, 2023

BOARD MEMBERS PRESENT: Galen Workman, Diane Allen, Lucy Smith, Jonah Berquist, Megan Lehmer and Liz Strand. On Zoom: Sam King, Linda Enger, and Lori Lai.

STAFF MEMBERS PRESENT: Vanessa Southern, Laura Shennum (Rev Laura), Laura Ludwig (Dir Laura), Emanuel Class, Membership and Young Adult Manager.

GUESTS: None.

CALL TO ORDER: 6:39 with quorum

OPENING WORDS: Rev. Southern offered a Hanukkah reading from our hymnal.

PROCESS OBSERVER: Galen

CHECK IN: Trustees and staff checked in.

FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO ADDRESS BOARD:

AGENDA REVIEW: Trustees reviewed the proposed agenda and made no changes.

CONSENT AGENDA: Minutes for the November Board meeting were approved without discussion.

REPORTS:

Senior Minister's Report: Vanessa referred to her written report. She also reported that she was approached by a long-time member who is planning how he wants to give his charitable gifts in the near term. He asked for a proposal for how the church would make use of such a gift. We will discuss it and get back to him when Vanessa returns from Sabbatical in March 2024. She sent around a google doc for trustees to enter their ideas for how the money might be used.

Congregational Life Minister's Report: Rev Laura referred to her written report and mentioned that the Family RE program is getting ready for the Christmas Tableau which will include animals such as a platypus which she said actually glow in the color Teal when ultraviolet light is shined on them.

Finance and Operations: Dir Laura referred to her written report and highlighted that we have achieved full staffing with sextons. The musician salary survey has been released by Mark Sumner and Carrie Steere Salazar. Center rentals and pledge collections are ahead of expected numbers. She mentioned that we will be looking at our Insurance carrier as they are going to increase our deductible by a great deal. Heffernan Insurance broker is marketing to other carriers who would be willing to insure UUSF, despite last year's claim history.

Treasurer's Report: Lori referred to her written report. She said this fiscal year so far there is some volatility. Diane asked if we could expand the number of benchmarks the Finance Committee uses, like the Bond Market or a mixture of stocks and bonds. Lori said she would take that under consideration and thanked Diane for the suggestion. Dir Laura said there are some other benchmarks in use by the UUCEF and KCM who handle our Schwab investments and those can be presented as well.

OLD BUSINESS:

Ad Hoc Rental Options Committee Updates: Linda reported that the newly formed committee is meeting every two weeks. Real Estate people they have talked to have said there are no comparables in SF but that there are realtors interested. The committee talked to other childcare organizations who might be interested in the space.

1187 Committee: The board went into Executive Session to discuss possible people to ask to be on the committee and trustees volunteered to contact them and report back.

Strategic Plan: The board will meet on Dec 16th to finish updating the Strategic Plan that was begun at the retreat on October 14, 2023. Jonah said he will send out the plan documents and asked all to refresh their memories about the material in the plan that we need to discuss since we weren't able to finish it at the last retreat.

NEW BUSINESS:

Lunch for Board Retreat on December 16, 2023 was discussed. Rev Laura will send the menu for La Mediterranee.

Debrief of Stephen Furrer Meeting: Vanessa and other people who attended, talked about how they felt the meeting went on December 6th which was offered to anyone who wanted to discuss his ministry at UUSF (2010-2013) or the situation with the UUA charges of sexual misconduct against him and his resignation from ministerial fellowship with the UUA. Her report this month contains information about the meeting and there was a letter from the UUA that was shared with the congregation describing the steps that were taken.

It was decided to send flowers to the two people from the Pacific Western Region of the UUA who facilitated the meeting along with Vanessa on Dec 6th for their commitment to our healing as a congregation. Sara Gibb Millspaugh and Melissa James spent the entire day here preparing and later helping to conduct the meeting.

Budget Draft Review: Jonah stated that the budget draft was sent out and asked Lori if she wanted to speak to the draft. Lori referred to the key points regarding the draft budget in the Treasurer's report she submitted for this meeting. She highlighted the Montessori House of Children (MHOC) lease and the outcome of a possible review of the building's status as far as codes are concerned as two major x-factors in the budget draft. If we do not have the MHOC rental income next year we might need to dip into Operating Reserves or raise money in some other ways. Lori feels that the organization is very well positioned for growth. Dir Laura suggested we review another draft in March. And then April is when the board would have to vote to approve the budget. Board members thanked Dir Laura and Lori for putting together this early look at the budget. It will be reviewed again in March, after Vanessa returns.

Food Prep Protocol: Lucy introduced the document that was presented after Chris Magnani, the person who headed up the food preparation for the Auction in October, conveyed his recommendations to her. He is a professional in the food prep industry. Vanessa noted that we will have to alert the Winter Shelter committee so that they will know to implement the safety procedures when they prepare the meals and clean up the kitchen in February. Lucy will convey the information to Hanna Hart and also ask Chris to meet with her and other folks who will be involved. Lucy clarified that procedures will be written up and there will be administrative oversight to make sure they are followed.

GOOD AND WELFARE: Trustees acknowledged the following and cards will be sent: the families in the recent Dedications, Joe and Jayanti Chapot who have met their new daughter, Cheryl Deaner who has sprained her ankle, the RE children who participated in the holiday tableau on Christmas Eve.

PROCESS OBSERVATION SUMMARY: Galen reported his findings.

CLOSING WORDS: Vanessa read another reading for Hanukkah.

ADJOURNMENT: 8:53pm.