

**First Unitarian Universalist Society of San Francisco
Board of Trustees Regular Meeting
November 17, 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:

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

Next Meeting: Tuesday, December 15

Deadline for inclusion of materials in Board Packet:
 Friday, December 11. Send to
scottbenbow@gmail.com

Agenda Item	Notes
CALL TO ORDER AND OPENING	Called to order at 6:33 PM . Reverend Southern shared a reading from Isabel Wilkerson's " Caste, the Origins of Our Discontents ."
FEEDBACK FROM BOARD MEMBERS. CONGREGATION OPPORTUNITY TO ADDRESS THE BOARD	
AGENDA REVIEW	Board will consider SCW Policy in December Board Meeting.
CONSENT AGENDA	By consent, the Trustees approved the October 2020 minutes.
OLD BUSINESS: Executive Session	The Board agreed to discuss a matter in Executive Session.
OLD BUSINESS: Charge to 1187 Group	<p>Carrie received nominations only from Lori, and no suggested changes to the 1187 Charge.</p> <p>Carrie suggested trustees recommend nominees with a background in real estate and an understanding of the Center's history.</p> <p>Vanessa recommended Harry Arthur. Lori asked whether anyone in the 20s and 30s group might be interested. Lori recommended Anish. And, Lori might be interested.</p> <p>Sabrina might be interested.</p> <p>Mr. Pederson might be a good candidate for the committee.</p> <p>Amy suggested finding someone with an arts or musical background. She also recommended operating with knowledge of the Center's original mission. She does not believe that the space would include affordable housing.</p> <p>Galen Workman wants to join the group.</p>
NEW BUSINESS: BIMPT fund transfer request	MOTION & VOTE: Proposed Motion & Vote: Motion to change the allocations for Capital Fund projects by (1) re-allocating \$3,000 from the Security System Upgrade project to the Sanctuary Audio

	<p>Upgrades, and (2) re-allocating \$3,500 from Electrical Upgrade to Landscaping and Furnishings.</p> <p>Amy made and Judy seconded the Motion. Motion passed unanimously.</p>
<p>NEW BUSINESS: Christmas vacation bonus for staff members</p>	<p>MOTION & VOTE: Motion to allow 3 days of paid vacation to staff who are less than full time that would be their christmas bonus. Unanimously passed.</p>
<p>REPORTS: Finance</p>	<p>On the expense side, we are on track. Overall, during the pandemic, we are managing our budget and cash. Laura submitted application for forgiveness of the PPP loan and is waiting for the bank and the SBA to approve the application. Forgiveness of this debt will become revenue on the books.</p> <p>Audit for FY19/20 will commence soon. Judy and Shining Star are closing earlier than usual. We're looking at more relevant, up-to-date numbers. Moving temporarily restricted net assets to their proper place has happened.</p> <p>SCW financial integration is on track. Monte has been ensuring we're recording in the books that SCW is a program of UUSF.</p> <p>Lori suggested having an open session with UUSF members to discuss the financial situation of UUSF early next year.</p>
<p>REPORTS: Ministers' Reports</p>	<p>Judy asked Vanessa to discuss the direction she's taking with the recording and other components of the service. Christmas Eve service will be pre-recorded. It will start at 4:45 PM on Christmas Eve.</p> <p>One issue for Vanessa is feeling a lost connection with parishioners when she uses a mask to preach. She's heard from a congregant who's going deaf; Vanessa may bring it up with the City and try to get a dispensation of mask requirement.</p> <p>Alyson said lead teachers are noticing that there's less energy among the kids. Impact of shelter-in-place is profound. Being supportive of parents is important. Alyson and Meg are working on the Hannukah Chapel. Winding up adult spiritual growth classes. Membership connections to welcome people by not pressuring them to become members.</p> <p>Meg reported first newcomers small group met November 16.</p> <p>We need to figure out how to give people the option to sign the membership book. Set congregational meeting to allow this. But perhaps we can mail a page from the book to each prospective member and have a board member in presence.</p> <p>Another possibility is electronic signatures.</p>
<p>REPORTS: Journey to Wholeness, Governance section of the UUA "Widening the Circle of Concern."</p>	<p>Attendees discussed the Governance chapter. Carrie asked whether we should take some of these conversations to the Council of Committee Chairs. Rochelle & Carrie will meet to discuss bringing this to the Council.</p> <p>Carrie will recommend that the members of the Nominating Committee read the Governance chapter. Carrie will share it with the Nominating Committee.</p>

	<p>Rochelle recommends finding ways to get information from UUA back to UUSF.</p> <p>It would be helpful if a collection of "best practices" was included.</p> <p>An allies for racial equality group is being formed.</p>
GOOD & WELFARE	<p>Chelsea and Daniel Wiffen welcomed a baby recently.</p> <p>Thomas Bier had a knee replacement, and fell afterwards.</p> <p>Paula Moulton will get a card.</p> <p>Carrie will be the correspondence secretary this month. She'll call Jan to see if there's anyone else to add to the list.</p>
CLOSING	<p>Meg read a closing.</p>
ADJOURNMENT	<p>The meeting was adjourned at 9:15 PM .</p>

Add to December agenda. Bylaw change for signing the book to become a member