



**FIRST UNITARIAN UNIVERSALIST SOCIETY OF SAN FRANCISCO
BOARD OF TRUSTEES REGULAR MEETING
6:30pm, May 21, 2024**

BOARD MEMBERS PRESENT: Lucy Smith, Linda Enger, Galen Workman, Diane Allen, Jonah Berquist, Moderator; Sam King, Vice Moderator; and Liz Strand, Secretary.

BOARD MEMBERS VIA ZOOM: Lori Lai, Treasurer

STAFF MEMBERS PRESENT: Vanessa Southern, Senior Minister; Laura Ludwig, Director of Operations

GUESTS: Mari Magaloni on zoom.

CALL TO ORDER: The meeting was called to order by Jonah at 6:37pm.

OPENING WORDS: Opening words were read by Sam.

PROCESS OBSERVER: Linda

CHECK IN: All trustees and guests checked in.

FEEDBACK FROM BOARD MEMBERS AND CONGREGATION OPPORTUNITY TO

ADDRESS BOARD: Trustee Megan Lehmer gave an official notification that she will be stepping off the Board effective June 30, 2024 due to health reasons. She has been proud to have served on the Board and yet has to put her health first. Megan also sent a letter to Liz, the Board Secretary, announcing that she will resign as of the end of the June 2024 Board meeting.

Also Diane mentioned that the Banner policy has been raised again that should be taken up fairly soon. Bill Klingelhoffer has suggested an addition to the Banner Policy that would cover the banners being rotated from time to time. Linda proposed that someone, probably Galen, look at the policy and see what can be done. He agreed to do so and report back next month.

AGENDA REVIEW: No changes were made to the proposed May meeting agenda.

CONSENT AGENDA: Suggested changes and corrections were made to the April Board meeting minutes and they were approved by consent.

REPORTS:

Operations Report: Dir Laura referred to her written report and highlighted the fact that we are above our rentals goal for the year thanks to Suzy Bernahola, reservations manager, and the sextons. We have also had some very productive meetings with the Montessori leaders. She happily noted that the 24-25 budget was passed by the congregation at the Budget Voting meeting on May 19, 2024. She thanked Lori for helming the Budget Voting meeting on May 19, 2024. She reported that the pledge total is currently at \$749,780 very close to the \$750,000 goal. We have 17 member households to hear from.

Treasurer's Report: Lori referred to her written report. She also mentioned that, as Dir Laura reported, we did pass the budget. She reported that there is an offer by a member for free lodging for the Intern. That would save a lot of money if it works out. She noted that there were no big surprises in the end of April financials. She said her interest is to keep things on a sustainable path with an inter-committee look at it and come up with a more sustainable model that we can work toward if we can't achieve it in one go.

Senior Minister's Report: Vanessa reported that we were looking at a pretty big deficit in the budget this year but that a couple increased their gift by 33%. She seconded what Lori said that we need to meet to plan for the long term so that next year we are not standing on that precipice again. In terms of housing for the Intern, she is looking for a good spot for her. The year could be divided in two also with a move to another place mid-year. She also mentioned that we have recently welcomed a lot of new members.

Minister of Congregational Life Report: Sam referred to Rev Laura's report attached and asked if anyone had any comments or questions about it since she was not present. There were no questions.

OLD BUSINESS:

Article II Meeting: Liz reported that the meeting was on May 7, 2024 that was held for members who wanted to come and talk about their thoughts and feelings about Article II. A recap of the meeting and concerns discussed was shared.

Council of Committee Chairs: Sam noted that the meeting will be on June 9, 2024. He said that Tech support for each committee will be on the agenda. He welcomes any agenda items for the meeting.

Ann Dillon Award: The Board went into Executive Session to discuss ideas for who will get the award this year at the Annual Meeting. After the Board returned from Executive Session, Sam

made a motion to approve the award for Ben Bear and Melvin Starks. Galen seconded it. And the Board voted unanimously to approve awarding it to both of them.

GA Delegates: We discussed who could be our six delegates to this year's GA. Galen volunteered to call them and report back. We agreed that the costs to the delegates will be paid for out of the Board's discretionary fund.

Healthy Congregations Team Charge: From a discussion a couple of meetings ago, Jonah said that we need to look at what the bylaws say about how committees are formed. He said that the Healthy Congregations Team (HCT) can be a select committee and have the Board select who is on it and with a Board charge, go off and do their work. Galen added that the bylaws state that the Board creates all committees and the Board can then delegate responsibility for the committee to the ministers on behalf of the Board. Lucy asked about the mention of funding the training. That needs to be clarified.

Jonah said that the Charge needs to be approved by the Board and the members will be nominated to be approved by the Board. Galen said the Board could actually delegate approval. Vanessa said that there are layers to this. One layer is on a meta level—do we agree that this thing should exist for the purposes for which it is created that comes out of the Board's own commitment to racial justice work. And to enable more people than just the ministers to have the training to hold and have and mediate complicated discussions which come up when people's identities and life experiences bump up against prejudices and misunderstandings. So this comes out of the Congregation's and the Board's commitment to that work so that is already in place. The question for the Board is, does this charge generally make sense and then we are talking about the wording and the editing. Mari said that what she included in the draft of the charge were parameters that came from the UUA created training—that this work is absolutely member to member, that there is no policing, that it is meant as support for the ministry, led by lay members who have been trained. The idea for taking part in this came from the Journey to Wholeness and Racial Justice efforts but it turned out that the training did not include much on racial justice, diversity, equity matters. The Right Relations training was based on Covenant. It actually led to us creating a congregational covenant. Sam said on behalf of Rev Laura who was absent, that she wants to see this charge discussed and approved by the Board so the group can start their work. Mari will look at Galen's edits and they will discuss. Do we use the words Society and Church and/or Congregation? We will put final approval of the Charge on the agenda for the June meeting. If a situation arises between members in the meantime that needs the attention of the Healthy Congregations Team, they can go ahead before the Charge is approved in June.

NEW BUSINESS:

Filling Positions on the Exec Team: Jonah announced that there will be vacant positions after the June Board Meeting on June 18th. Jonah will be leaving the Board, Liz will be leaving the Secretary position but staying on the Board, Lori Lai will be leaving the Treasurer's position but staying on the Board. Jonah wants the remaining Trustees to know of the upcoming vacancies

on the Exec Team and consider filling them. We will discuss this further and decisions will be made at the July meeting. Lucy volunteered to take notes at the June Board meeting and write up the minutes because Liz will be out of town.

Congregational Covenant: Jonah stated that affirming the Covenant will be on the Annual Meeting agenda to approve the process by which it was created and the Covenant itself. He wants the Board to go into that meeting having addressed the Covenant and the process. Galen moved that we affirm the current Congregational Covenant and the process involved in keeping it up to date (reviewing any feedback and incorporating any that is agreed upon. Diane seconded the motion. The vote was unanimous in favor of the motion.

Facilities Advisory Committee Request: Linda referred to the information in her report: “The Restroom Renovation, Landscaping, and Roof Repairs projects have been completed. We are actively working on projects to improve our energy efficiency and provide backup power. As a “proof of concept” and to provide relief from extreme heat to the upper office area, we plan to install heat pumps that will both cool and heat the office area, taking them off the system supported by the boiler. This “proof of concept” project will provide better insight as to how we may eventually decarbonize the energy used to heat our entire church and center. We anticipate this project will cost approximately \$50,000 and want to allocate all the remaining funds to this project.”

Linda moved that the Board approve the expenditure of all remaining capital fund balances totaling \$54,006 to the HVAC and Electrical improvement projects. Lucy seconded the motion. The motion passed unanimously.

Congregational Meeting assignments: Liz asked the other Board members to help sign people in at the door, and count votes at the Annual meeting on June 2nd.

Good and Welfare:

Cards were sent to the following people:

Howard Oringer—get well

Richard Davis-Lowell—sympathy card

Christine Hamner—new job

Cheryl Deaner—sympathy card

Process Observation: Linda gave her summary.

Closing Words: Sam read the closing words.

Adjournment: Jonah adjourned the meeting at 8:44.