Tuesday, November 10, 2020

#### **AGENDA**

For the Board Meeting, being held remotely

#### **ITEMS**

- 1. Standing Items (40 mins)
  - I. Welcome & Check In
    - A. Called to Order at:
    - B. Welcome:

In attendance:

- II. Apologies for Absence
  - A. Apologies:
  - B. Not Present:
  - C. Quorum Attained:
- III. Appointment of Timekeeper, Vibe Watcher, and Stack Monitor
  - A. Timekeeper:
  - B. Vibe Watcher:
  - C. Stack Monitor:
- IV. Read Mission Statement & Financial Protocol
  - A. Mission Statement read by:
  - B. Financial Protocol read by:
- V. Approval of Agenda and Minutes
  - A. Timestamp:
- VI. Announcements
- VII. Reports
  - A. President -
  - B. Vice President -
  - C. Treasurer -
  - D. Secretary -
  - E. Executive Director -
- 2. Old Business (20 min)
  - A. Committee Reports (20 mins)
- 3. New Business (50 minutes)
  - A. FY2021 Board Meeting Dates Selection (10 mins) \*See Attachment A for Options
  - B. FY2021 Board Committees Placements (30 mins) \*See Attachment B for Descriptions
  - c. FY2021 Board Committees Meeting Dates (Breakouts 10 mins)
- 4. Public Comment (2 mins per person 10 mins total)
- 5. In Memoriam (5 mins)
- 6. Adjournment

#### Time stamp:

Approximate Time: (125 minutes)

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#### **Mission Statement:**

The mission of the San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee is to educate the world, commemorate our heritage, celebrate our culture, and liberate our people.

#### **Financial Protocol:**

No expenditure can be incurred without going through the Executive Director in advance. This includes reimbursement of expenses outside of the set guidelines. If you expect to have an expenditure, prior approval must be sought from the Executive Director as soon as possible. Procedures exist and checks and balances are in place to ensure that all expenditures go through a proper approval process with the Board. All expenditures are accounted for during the annual budgeting and audit process.

#### **Public Comment:**

The public comment portion of the meeting is an opportunity for those with no say in the formulation of the agenda (i.e. those who are not members of the board) to speak during the meeting. Public comment is offered in a spirit of open communication and the organization being receptive to new ideas and constructive suggestions. The Chair of the meeting may adopt a flexible approach in allowing public comment but will not tolerate personal attacks and/or indecorous behavior.

#### Procedures for the formulation of the member meeting Agenda: (standing rule #9)

- A. Every meeting of the membership shall have a written agenda
- B. The agenda shall consist of:
  - 1. Standing Items
  - 2. Old Business
  - 3. New Business
- C. Standing Items shall be items which either the general membership and/or board resolves at a prior meeting be placed upon the agenda at subsequent meetings.
- D. Old Business shall be items of business from previous meetings which shall not have been concluded and shall be added to the agenda by the Board President.
- E. New Business items shall be items not being either standing items or old business which it shall be in the purview of the membership to discuss. New business items shall be added to the agenda by the Board President, the board or by any three general members.
- F. Items of new business may be added to the agenda if communicated to the Board President in writing fourteen days prior to the published date of the meeting. Communication may be in the form of a letter and where an addition is being proposed by three general members each must sign a letter requesting such addition.
- G. No item(s) shall be added to the Agenda at the meeting.

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#### **Consensus Model for Decision Making:**

Standing Rule #8, All Board Meetings shall use the following consensus model for decision making:

When it appears that the group is nearing consensus or when a voting member has asked that the group move to consensus, the facilitator shall ask:

- 1. Is there any further discussion?
- 2. Are there any objections? (Does anyone wish to stand aside?)
- 3. Do we have consensus?

A voting member may only block consensus if s/he has an alternative suggestion. If the alternative also does not produce consensus, another motion must be presented, or the issue must be dropped/tabled. If an individual cannot support the consensus statement but does not wish to block consensus s/he may stand aside. The objections shall be noted in the minutes. Friendly amendments can be offered (if appropriate), though the person who initiated the motion is not obligated to accept them.

If a tabled issue is still at an impasse at the following meeting, a voting member must make a motion on which the group will vote. The motion requires a simple majority to pass (unless otherwise noted in the by aws). If an issue is at an impasse and is time sensitive (i.e., it cannot be tabled to a future meeting), a voting member must make a motion on which the group will vote. The motion requires a simple majority to pass (unless otherwise noted in the bylaws).

The consensus model shall use the following ground rules:

- 1. Participants should not speak out of turn. The facilitator will recognize hands in the order in which they were raised. Those who have not spoken on an issue will be given the option to do so before anyone speaks a second time.
- 2. Comments should be brief, respectful, and relevant to the topic being discussed. Participants should avoid repetition and focus on closure.
- 3. The facilitator shall put time limits on the discussion and choose a timekeeper. The time for discussion can be xtended by group consensus.
- 4. Participants should accept decisions with which they can live to avoid debating minutia.
- 5. When appropriate, the facilitator may call a break in the meeting to allow the person blocking consensus and the person initiating the motion to try to work out an alternative together.
- 6. Everyone is equal.
- 7. Derogatory personal comments are inappropriate.
- 8. In groups of 20 or more, the decision-making process uses a modified form of consensus. An individual who blocks consensus must still offer an alternative. One alternative may be a suggestion to use Robert's Rules of Order to resolve the issue under consideration. If the group (less the block) rejects the alternative, the group may then resolve to override the block for a "modified consensus minus one." If two individuals block consensus, the standard form of consensus shall be used.

It is a good idea for someone to read these rules aloud at the beginning of a meeting, especially when new people are present. All Board members should receive training in these rules at the Board retreat.

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#### **ATTACHMENT A**

#### **FY2021 BOARD MEETING DATES**

#### **OPTION 1**

Meetings remain on the first Wednesday of every month, 7pm-9pm, remotely for the foreseeable future

Weds Dec 2 2020

Weds Jan 6 2021

Weds Feb 3

Weds Mar 3

Weds Apr 7

Weds May 5

Weds June 2

Weds July 7

Weds Aug 4

Weds Sept 1

#### **OPTION 2**

Meetings take place on the second Tuesday of every month, 7pm-9pm, remotely for the foreseeable future

Tues Dec 8 2020

Tues Jan 12 2021

Tues Feb 9

Tues Mar 9

Tues Apr 13

Tues May 11

Tues June 8

Tues July 13

Tues Aug 10

Tues Sept 14

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#### **ATTACHMENT B**

### COMMITTEE DESCRIPTIONS (from Policy A.06, "Committee Structure")

#### C. The Board committees are:

#### **Budget & Finance Committee**

The Budget & Finance Committee is chaired by the Treasurer and is responsible for budget preparation and financial strategy and oversight of the corporation.

#### **Policies & Procedures Committee**

The Policies and Procedure Committee is responsible for keeping the structure of the corporation under review and the formulation, maintenance and enforcement of policy.

#### **Personnel Committee**

The Personnel Committee is chaired by the President and is responsible for monitoring the human resources strategy of the corporation. This would include the monitoring of the performance of the Executive Director and oversight of their management of the other staff. The Executive Director will report to the Personnel Committee on matters of recruitment and review of staff and the engagement of contracted services. The Personnel Committee also acts as the grievance committee.

#### **Community Affairs Committee**

The Community Affairs Committee is responsible for reviewing membership applications and making recommendations to the Board for the acceptance/rejection of applications and for renewals. The Community Affairs Committee also oversees the membership program of the organization by creating and determining member benefits, devising a membership card and conducting membership roadshows. The Community Affairs Committee is also responsible for developing the organization's outreach strategy and conducting community rap sessions and forums. The Community Affairs Committee is also responsible for the organization's newsletter.

#### **Long Range Planning Committee**

The Long Range Planning Committee is co-chaired by the duly elected Board committee chair (A.06.II.B) and Executive Director. The Committee is responsible for developing, monitoring and reviewing strategies for long range planning for the organization, including an organizational strategic plan.

#### **Nominating Committee**

The Nominating Committee is co-chaired by the President and Vice President who may delegate this responsibility to another member of the committee and is responsible for identifying qualified candidates for the board by devising and implementing a plan for strategic board recruitment. The aim of the Nominating Committee is to identify a diverse range of potential candidates so that, ultimately, the leadership of the organization reflects the diversity of the communities it represents. In doing so the Nominating Committee is responsible for devising a recruitment matrix (identifying all the skills the Board is seeking), putting together a Board recruitment pack, meeting with prospects and making recommendations to the Board. The Nominating Committee is also responsible for the orientation, continued support and mentoring of new Board members.

#### **Audit Committee**

The Audit Committee is chaired by an individual appointed by the Board of Directors and, subject to the supervision of the Board of Directors, is responsible for recommending to the Board of Directors the retention and termination of the independent auditor and negotiating the independent auditor's compensation, on behalf of the Board of Directors. The Audit Committee also confers with the auditor to satisfy its members that the financial affairs of the corporation are in order, reviews and determines whether to accept the audit, assures that any non-audit services performed by the auditing firm conform with applicable standards for auditor independence, and

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approves performance of non-audit services by the auditing firm. The Audit Committee may include persons who are not members of the Board of Directors, but the member or members of the Audit Committee shall not include any members of the staff, the President or the Treasurer. During any period in which a non-director serves as a member of the Audit Committee, all of the committee's actions are subject to the supervision of the board. Members of the Budget & Finance Committee may serve on the Audit Committee; however, the Chairperson of the Audit Committee may not be a member of the Budget & Finance Committee and members of the Budget & Finance Committee shall constitute less than one-half of the membership of the Audit Committee. Members of the Audit Committee shall not receive any compensation from the corporation in excess of the compensation, if any, received by members of the Board of Directors for service on the Board and shall not have a material financial interest in any entity doing business with the corporation.

#### **Development Committee**

The Development Committee is responsible for identifying new funding opportunities for the corporation.

# SAN FRANCISCO PRIDE

#### Treasurer's Report October 7th, 2020

Submitted by Suzanne Ford, *Treasurer* 

#### **Profit & Loss Statement – for September 2020:**

Gross Income	\$655.30
COGS	\$.00
Gross Profit	\$655.30
Expenses	(\$102,511.45)
Net Income	(\$101,856.15)

#### Total for 12 months of the fiscal year:

Gross Income	\$655.30
COGS	\$.00
Gross Profit	\$655.30
Expenses	(\$102,511.45)
Net Income	(\$101,856.15)

#### Cash Flow Statement for FY 20

Cash at the beginning of the month		\$1,130.00
Net Cash from Operating Activities		(\$79,641.57)*
Net Cash from Investing Activities	Prepaid Exper	nses (\$11,381.97)
Cash at the End of the Period		\$1,062,099.66
Wells Fargo Checking (Unrest	ricted)	\$421,301.11
(Fiscal Agencies – Restricte	d Funds)	\$16,826.72
Wells Fargo MarketRate (Rese	erve)	\$600,373.90
Wells Fargo Bank Savings		\$23,542.62
Petty Cash Account		\$55.23

#### Total Checking/Savings

\$1,411,215.66

**Overview:** This is a quick snapshot of where we are today. We have a firm foundation but do face economic issues this year. Let's get to work. Oh, we did receive a check from the SF Pride Pro AM! I will announce the total at the meeting!

<sup>\*</sup>Receivables being collected less FY20 event payables and monthly overhead (rent, payroll, contractor payments).

4:16 PM 11/02/20 **Accrual Basis** 

### SF Lesbian Gay Bisexual Transgender Pride CC, Inc. **Balance Sheet**

As of October 31, 2020

ASSETS   Current Assets   Checking/Savings   0101 - Wells Fargo Bank Checking - Unrestricted Funds   0101 - Wells Fargo Bank Checking - Unrestricted Funds   0101 - Wells Fargo Bank Checking - Unrestricted Funds   0101 - Wells Fargo Bank Checking - Unrestricted Funds   0101 - Wells Fargo Bank Checking - Unrestricted Funds   0101 - Wells Fargo Bank Checking   0.852.74   0101 - Wells - Statish Steppin   0.813.13   0.901 - Wells - Fargo Bank Checking   0.852.72   0.901 - Wells - Fargo Bank Checking   0.902.73   0.		Oct 31, 20
Checking/Savings	ASSETS	
0101 - Wells Fargo Bank Checking - Unrestricted Funds	Current Assets	
0101 · Wells Fargo Bank Checking - Unrestricted Funds         421,301.11           0101A · Restricted Funds         853.01           0101AGR · Howard Grayson LGBT         853.01           0101ALA · Latin Stage         50.35           0101AP · Pink Triangle         9.652.74           0101ASD · Soul of Pride         4.982.31           Total 0101A · Restricted Funds         16.826.72           Total 0101 · Wells Fargo Bank Checking         438.127.83           0102 · WellsFargo Bank Savings         23.542.62           0113 · Petty Cash Account         652.3           Total Checking/Savings         1,062.099.66           Accounts Receivable         249.500.00           0117 · Sponsorship Receivable         99.616.00           Total Accounts Receivable         349.116.00           Total Current Assets         1,411,215.66           Fixed Assets         1,411,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0.010.00           Other Assets         <	Checking/Savings	
0101A · Restricted Funds         853.01           0101AGR · Howard Grayson LGBT         853.01           0101AL · Latin Stage         520.35           0101API · Pink Triangle         9,652.74           0101ASI · Sistahs Steppin         818.31           0101ASI · Sistahs Steppin         4,982.31           Total 0101A · Restricted Funds         16,826.72           Total 0101 · Wells Fargo Bank Checking         438,127.83           0102 · WellsFargo MarketRate (Reserve)         600,373.98           0104 · WellsFargo Bank Savings         23,542.62           0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062.099.66           Accounts Receivable         249,500.00           0115 · Accounts Receivable (General)         249,500.00           0117 · Sponsorship Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets         1,411,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT         0.00           Total O140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0.00           Other Assets         0.00           Other Assets         0.00	0101 · Wells Fargo Bank Checking	
0101AGR · Howard Grayson LGBT         853.01           0101ALA · Latin Stage         520.35           0101API · Pink Triangle         9,652.74           0101ASI · Sistahs Steppin         818.31           0101ASO · Soul of Pride         4,982.31           Total 0101A · Restricted Funds         16,826.72           Total 0101 · Wells Fargo Bank Checking         438,127.83           0102 · WellsFargo Bank Savings         23,542.62           0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062.099.66           Accounts Receivable         99,616.00           0115 · Accounts Receivable (General)         249,500.00           0117 · Sponsorship Receivable         99,616.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets         1,411,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT         000           Total Otal Otal Furniture & Equipment         40,797.49           0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0189 · Trademarks         60,610.96           0189 · Trademarks         0190.91           0189 · Trademarks	0101 · Wells Fargo Bank Checking - Unrestricted Funds	421,301.11
0101ALA · Latin Stage         520.35           0101API · Pink Triangle         9,652.74           0101ASI · Sistahs Steppin         818.31           0101ASO · Soul of Pride         4,982.31           Total 0101 · Wells Fargo Bank Checking         438,127.83           0102 · WellsFargo Bank Checking         600,373.98           0102 · WellsFargo Bank Savings         23,542.62           0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062.099.66           Accounts Receivable         99,616.00           0117 · Sponsorship Receivable (General)         249,500.00           0117 · Sponsorship Receivable         99,616.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets           0140 · FURNITURE & EQUIPMENT         40,797.49           0140 · FURNITURE & EQUIPMENT         0.00           Total 0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0189 · Trademarks         60,610.96           0189 · Trademarks         60,610.96           0189 · Trademarks         3,100.00           0195 · Other Deposits         27	0101A · Restricted Funds	
0101API · Pink Triangle         9,652.74           0101ASI · Sistahs Steppin         818.31           0101ASO · Soul of Pride         4,982.31           Total 0101A · Restricted Funds         16,826.72           Total 0101 · Wells Fargo Bank Checking         438,127.83           0102 · WellsFargo MarketRate (Reserve)         600,373.98           0104 · WellsFargo Bank Savings         23,542.62           0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062,099.66           Accounts Receivable         249,500.00           0117 · Sponsorship Receivable (General)         249,500.00           0117 · Sponsorship Receivable         39,616.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets         1,411,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT           0140 · FURNITURE & EQUIPMENT         0.00           Total O140 · FURNITURE & EQUIPMENT         0.00           Other Assets         0.00           Other Assets         0.00           Other Assets         0.0199 · TRADEMARKS         0.0199 · TRADEMARKS           01893 · Trademarks         0.06,010.96           01995 · Other Deposits	0101AGR · Howard Grayson LGBT	853.01
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0101ASO · Soul of Pride         4,982.31           Total 0101A · Restricted Funds         16,826.72           Total 0101 · Wells Fargo Bank Checking         438,127.83           0102 · WellsFargo MarketRate (Reserve)         600,373.98           0104 · WellsFargo Bank Savings         23,542.62           0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062,099.66           Accounts Receivable         249,500.00           0117 · Sponsorship Receivable (General)         249,500.00           017 · Sponsorship Receivable         349,116.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets         1,411,215.66           Fixed Assets         1,417,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT           0140 · FURNITURE & EQUIPMENT         -0.00           Total O140 · FURNITURE & EQUIPMENT         0.00           Other Assets         0.00           Other Assets         0.00           Other Assets         60,810.96           0189 · Trademarks         60,810.96           0189 · Accumulated Amortization         -57,510.96           0195 · Other Deposits         27,330.00           <	0101API · Pink Triangle	9,652.74
Total 0101A : Restricted Funds	0101ASI · Sistahs Steppin	818.31
Total 0101 · Wells Fargo Bank Checking	0101ASO · Soul of Pride	4,982.31
0102 · WellsFargo MarketRate (Reserve)       600,373,98         0104 · WellsFargo Bank Savings       23,542,62         0113 · Petty Cash Account       55,23         Total Checking/Savings       1,062,099,66         Accounts Receivable       249,500.00         0117 · Sponsorship Receivable (General)       249,500.00         0117 · Sponsorship Receivable       349,116.00         Total Accounts Receivable       349,116.00         Total Current Assets       1,411,215.66         Fixed Assets         0140 · FURNITURE & EQUIPMENT       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets       0.00         Other Assets       0.00         Other Assets       0.1893 · TRADEMARKS       60,610.96         01898 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Total 0101A · Restricted Funds	16,826.72
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0113 · Petty Cash Account         55.23           Total Checking/Savings         1,062,099.66           Accounts Receivable         249,500.00           0115 · Accounts Receivable (General)         249,500.00           0117 · Sponsorship Receivable         99,616.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets           0140 · FURNITURE & EQUIPMENT         -40,797.49           0141 · Accumulated Depreciation         40,797.49           Total 0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0           0189 · TRADEMARKS         60,610.96           0189B · Accumulated Amortization         -57,510.96           Total 0189 · TRADEMARKS         3,100.00           0195 · Other Deposits         27,330.00           Total Other Assets         30,430.00           TOTAL ASSETS         1,441,645.66	0102 · WellsFargo MarketRate (Reserve)	600,373.98
Total Checking/Savings       1,062,099.66         Accounts Receivable       249,500.00         0115 · Accounts Receivable (General)       99,616.00         Total Accounts Receivable       349,116.00         Total Current Assets       1,411,215.66         Fixed Assets       -40,797.49         0140 · FURNITURE & EQUIPMENT       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets       0.00         Other Assets       60,610.96         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0104 ⋅ WellsFargo Bank Savings	23,542.62
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0117 · Sponsorship Receivable         99,616.00           Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets           0140 · FURNITURE & EQUIPMENT         -40,797.49           0141 · Accumulated Depreciation         40,797.49           Total 0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0189 · TRADEMARKS           01898 · Accumulated Amortization         -57,510.96           Total 0189 · TRADEMARKS         3,100.00           0195 · Other Deposits         27,330.00           Total Other Assets         30,430.00           TOTAL ASSETS         1,441,645.66	Accounts Receivable	
Total Accounts Receivable         349,116.00           Total Current Assets         1,411,215.66           Fixed Assets         0140 · FURNITURE & EQUIPMENT           0140a · Furniture & Equipment         -40,797.49           0141 · Accumulated Depreciation         40,797.49           Total 0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0189 · TRADEMARKS           0189a · Trademarks         60,610.96           0189B · Accumulated Amortization         -57,510.96           Total 0189 · TRADEMARKS         3,100.00           0195 · Other Deposits         27,330.00           Total Other Assets         30,430.00           TOTAL ASSETS         1,441,645.66	0115 · Accounts Receivable (General)	249,500.00
Total Current Assets       1,411,215.66         Fixed Assets       0140 · FURNITURE & EQUIPMENT         0140a · Furniture & Equipment       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0117 · Sponsorship Receivable	99,616.00
Fixed Assets         0140 · FURNITURE & EQUIPMENT       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Total Accounts Receivable	349,116.00
0140 · FURNITURE & EQUIPMENT       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Total Current Assets	1,411,215.66
0140a · Furniture & Equipment       -40,797.49         0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Fixed Assets	
0141 · Accumulated Depreciation       40,797.49         Total 0140 · FURNITURE & EQUIPMENT       0.00         Total Fixed Assets       0.00         Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0140 · FURNITURE & EQUIPMENT	
Total 0140 · FURNITURE & EQUIPMENT         0.00           Total Fixed Assets         0.00           Other Assets         0189 · TRADEMARKS           0189A · Trademarks         60,610.96           0189B · Accumulated Amortization         -57,510.96           Total 0189 · TRADEMARKS         3,100.00           0195 · Other Deposits         27,330.00           Total Other Assets         30,430.00           TOTAL ASSETS         1,441,645.66	0140a · Furniture & Equipment	-40,797.49
Total Fixed Assets       0.00         Other Assets       0189 · TRADEMARKS         0189A · Trademarks       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0141 · Accumulated Depreciation	40,797.49
Other Assets         0189 · TRADEMARKS       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Total 0140 · FURNITURE & EQUIPMENT	0.00
0189 · TRADEMARKS       60,610.96         0189A · Trademarks       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Total Fixed Assets	0.00
0189A · Trademarks       60,610.96         0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	Other Assets	
0189B · Accumulated Amortization       -57,510.96         Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0189 · TRADEMARKS	
Total 0189 · TRADEMARKS       3,100.00         0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0189A · Trademarks	60,610.96
0195 · Other Deposits       27,330.00         Total Other Assets       30,430.00         TOTAL ASSETS       1,441,645.66	0189B · Accumulated Amortization	-57,510.96
Total Other Assets         30,430.00           TOTAL ASSETS         1,441,645.66	Total 0189 · TRADEMARKS	3,100.00
TOTAL ASSETS 1,441,645.66	0195 · Other Deposits	27,330.00
	Total Other Assets	30,430.00
LIABILITIES & EQUITY	TOTAL ASSETS	1,441,645.66
	LIABILITIES & EQUITY	

Liabilities

**Current Liabilities** 

**Other Current Liabilities** 

4:16 PM 11/02/20 Accrual Basis

# SF Lesbian Gay Bisexual Transgender Pride CC, Inc. Balance Sheet

As of October 31, 2020

	Oct 31, 20
0213 · Deferred revenue	17,690.00
0219 · Sponsorship Temp Restricted	150,000.00
0250L · Payroll Taxes Due Payable	-5,740.74
0255L · Vacation Time Account Payable	14,943.82
Total Other Current Liabilities	176,893.08
Total Current Liabilities	176,893.08
Total Liabilities	176,893.08
Equity	
3000 · Opening Bal Equity	188,770.00
3100 · Temp Restricted Net Assets (TRN	344,875.00
3800.1 · NetAssetsReleased, UnRestrict	425,490.00
3800.4 · NetAssetsReleased, TempRestrict	-425,490.00
3900 · Retained Earnings	832,963.73
Net Income	-101,856.15
Total Equity	1,264,752.58
TOTAL LIABILITIES & EQUITY	1,441,645.66

4:15 PM 11/02/20

# SF Lesbian Gay Bisexual Transgender Pride CC, Inc. Statement of Cash Flows

October 2020

	Oct 20
OPERATING ACTIVITIES  Net Income  Adjustments to reconcile Net Income to net cash provided by operations:	-101,856.15
0115 · Accounts Receivable (General) 0250L · Payroll Taxes Due Payable	15,000.00 7,214.48
Net cash provided by Operating Activities	-79,641.67
INVESTING ACTIVITIES 0191 · Prepaid Expenses	11,381.97
Net cash provided by Investing Activities	11,381.97
Net cash increase for period	-68,259.70
Cash at beginning of period	1,130,359.36
Cash at end of period	1,062,099.66

4:16 PM 11/02/20 Accrual Basis

# SF Lesbian Gay Bisexual Transgender Pride CC, Inc. Profit & Loss

October 2020

	Oct 20
Ordinary Income/Expense	
Income 0402 · Membership Income 0414 · Donations (Individual) Income 0421 · Interest Income	570.00 80.00 5.30
Total Income	655.30
Gross Profit	655.30
Expense 0600 · Advertising (Administrative) 0602 · Bank Fees 0603 · Utilities and Maintenance 0603C · Cleaning & General Maintenance 0603U · Utilities	462.00 106.09 1,931.82 371.80
Total 0603 · Utilities and Maintenance	2,303.62
0605 · Membership Dues Expense 0606 · Insurance Expense 0607 · Postage Expense 0610 · Accounting/Auditing Expense 0612 · Other Supplies	120.00 6,322.66 24.84 2,000.00 265.00
0613 · Employee Benefits Expense 0613M · Medical/Dental Benefits	6,888.46
Total 0613 · Employee Benefits Expense	6,888.46
0614 · Equipment Rental Expense 0615 · Rent (Office) Expense 0616 · Rent (Non-Office Space) Exp. 0618 · Equipment Repair & Maintenance 0619 · Contracted Services 0622 · Payroll Taxes 0625 · Telephone Expense 0626 · Payroll Expense 0626A · Payroll expense	215.02 8,957.57 2,009.94 112.36 20,000.00 3,431.09 452.83
Total 0626 · Payroll Expense	44,850.90
0628 · Community Partners Grants 0628B · Grants from Board	750.00
Total 0628 · Community Partners Grants	750.00
0632 · Volunteer/Staff Recognition Exp 0655 · Data Management Expense 0660 · Fundraising Expense 6800 · Fiscal Sponsee Expenses	444.30 1,659.77 350.00
6800.19 · Contracted Services 6800.24 · Entertainer/Speaker Expense	500.00 285.00
Total 6800 · Fiscal Sponsee Expenses	785.00
Total Expense	102,511.45
Net Ordinary Income	-101,856.15

Wednesday, October 7, 2020

#### **MINUTES**

For the Board Meeting, held remotely

#### 1. Standing Items

- I. Welcome & Check In
  - A. Called to Order at: 7:03 PM
  - B. Welcome: Carolyn Wysinger, President, welcomes attendees to the meeting.
- II. Attendance
  - A. In attendance: Carolyn Wysinger (President) Jacob Little (Vice President), Nguyen Pham (Secretary), Suzanne Ford (Treasurer), Nikki Calma, Elizabeth Lanyon, Manuel Perez, Anjali Rimi, Bivett Brackett (Member-Elect), Tuquan Harrison (Member-Elect), Diana Oliva (Member-Elect), Joshua Smith (Member-Elect)
  - B. Apologies: None
  - C. Not Present: Kerby Lynch, Amy Sueyoshi
  - D. Quorum Attained: Yes, at 7:07 PM
- III. Appointment of Meeting Roles
  - A. Chairperson: Carolyn Wysinger
  - B. Timekeeper: Joshua Smith
  - C. Vibe Watcher: Peter Kane (Staff)
  - D. Stack Monitor: Chris Grafton (Staff)
- IV. Read Mission Statement & Financial Protocol
  - A. Mission Statement read by: Jacob Little
  - B. Financial Protocol read by: Anjali Rimi
- V. Approval of Agenda
  - A. Timestamp: 7:13 PM
    - 1. Carolyn Wysinger moves to add "Holdover from AGM" as named item under Old Business (adding no time), Anjali Rimi seconds. Motion carries unanimously.
  - B. Timestamp: 7:14 PM
    - 1. Suzanne Ford moves to add Item D to New Business to discuss Board Retreat (adding no time), Manuel Perez seconds. Motion carries unanimously.
  - C. Timestamp: 7:16 PM
    - 1. Suzanne Ford moves to approve agenda as amended, Anjali Rimi seconds. Motion carries unanimously.
- VI. Approval of Minutes
  - A. Timestamp: 7:17 PM
    - 1. Elizabeth Lanyon moves to approve September 2020 minutes, Jake Little seconds. Motion carries unanimously.
- VII. Announcements
  - A. Anjali Rimi: COVID assistance from Unity Day <a href="https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4">https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4</a> <a href="https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4">https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4</a> <a href="https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4">https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4</a> <a href="https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4">https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4</a> <a href="https://docs.google.com/forms/d/e/15k4">https://docs.google.com/forms/d/e/15k4</a> <a href="https://docs.google.com/forms/d/e/15k4">https://docs.google.com/forms/d/e/15k4</a> <a href="https://docs.google.com/forms/d/e/15k4">https://docs.google.com/forms/d/e/15k4</a> <a href="https://docs.google.com/forms/gxids=7628">https://docs.google.com/forms/gxids=7628</a>.
  - B. Nikki Calma: Trans Day of Remembrance on Fri Nov. 20 5:30-8pm, virtual presentation <a href="https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4HS8G82gU-Hi">https://docs.google.com/forms/d/e/1FAlpQLSfC3XWuWVflstbOMQR2zpYZxBNigBzC7Sk4HS8G82gU-Hi</a> A/viewform?gxids=7628.
  - C. Suzanne Ford: Trans Day of Remembrance, November 20th in San Rafael.
  - D. Manuel Perez: Familia Trans Queer Liberation Movement holding "Vota Jota" phone-banking in Spanish/English/Spanglish to talk about how to talk to family re: campaign, queerness, transness, intersections therein; VotaJota on Twitter: <a href="https://twitter.com/familiatqlm">https://twitter.com/familiatqlm</a>; VotaJota on Facebook: <a href="https://ne-np.facebook.com/Familiatqlm/posts/join-our-virtual-training-this-sunday-at-11am-pst2pm-et-and-funbank-your-jotas-a/2311231872356256/">https://ne-np.facebook.com/Familiatqlm/posts/join-our-virtual-training-this-sunday-at-11am-pst2pm-et-and-funbank-your-jotas-a/2311231872356256/</a>.
  - E. Anjali Rimi: St. Lyon Martin having fundraiser this coming Sunday 7:30pm; COVID relief has

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received add'l support https://www.facebook.com/events/1034461946990968.

- F. Tuquan Harrison: Hosting CUAV workshop for Black survivors, healing being survivor of violent crime.
- G. Fred Lopez: GLBT Historical Society event honoring many ppl incl. Juanita More <a href="https://www.glbthistory.org/events">https://www.glbthistory.org/events</a>.
- H. Nikki Calma: LGBT Center Soiree taking place this coming Saturday <a href="https://www.sfcenter.org/event/soiree-2020/">https://www.sfcenter.org/event/soiree-2020/</a>.
- I. Anjali Rimi: Horizons Foundation has opened 0% APR loans for nonprofits.
- J. Bivett Brackett: 2nd Brunch of the Fall at India Basin Shoreline Park <a href="https://www.eventbrite.com/e/sf-black-wallstreet-presents-boug-on-the-bayou-an-outdoor-dining-event-tickets-123380340921">https://www.eventbrite.com/e/sf-black-wallstreet-presents-boug-on-the-bayou-an-outdoor-dining-event-tickets-123380340921</a>.

#### VIII. Reports

- A. President (Carolyn Wysinger) Oral
  - 1. Gratitude to outgoing board members.
  - 2. Golf fundraiser success.
- B. Vice President (Jake Little) Oral
  - 1. Gratitude to the organization and Board Members.
  - 2. Greatest lesson: When we act in good faith towards the goal, there's nothing that can stop that from happening.
  - 3. \* At 7:31 PM, Suzanne Ford moves to add eight minutes to this section, Anjali Rimi seconds. Motion carries unanimously.
- C. Treasurer (Suzanne Ford) Written
  - 1. Gratitude to outgoing Board Members.
  - 2. Expenses outpaced income. Despite all challenges, we are in good shape.
- D. Secretary (Nguyen Pham) Oral
  - 1. Shoutout to SF Pride for the success of our 2nd annual golf fundraiser, which generated a lot of funding.
  - 2. Congrats to Pride staff on a successful fully virtual AGM & election process, and all the volunteers who supported
  - 3. Bittersweet farewell to our outgoing directors; welcome to our Members-Elect.
  - 4. \* At 7:36 PM, Carolyn Wysinger moves to add 20 minutes to this section, Suzanne Ford seconds. Motion carries unanimously.
- E. Executive Director (Fred Lopez) Written
  - 1. Revenue drastically impacted by event cancellations.
  - 2. Active organizations providing for the community.
  - 3. Preparing staff team for planning for COVID.
  - 4. Restructuring of staff, looking for Director of Partnerships and Giving.
  - 5. IDK event planning staying on and helping.
  - 6. Committees will be very important these couple months.
- F. Committee Reports Development
  - 1. 2<sup>nd</sup> Annual SF Pride Golf Day: Went really well and have lots of momentum. Potential Pride Day at U.S. Women's Open.

#### 2. Old Business

- I. Holdover Items from AGM: Grants Transparency Amendment
  - A. Suzanne: Not voting on this amendment till next meeting. Elizabeth had great ideas in terms of this specific motion.
  - B. Anjali: Open to comments to Board Members to discuss the amendment.
  - C. Manuel: Agree with moving it to the November meeting as long as it is clear why it is happening e.g. information on this amendment, letting the new board voting on it.
  - D. Suzanne: Delay in the vote because we could achieve the change we want through other means e.g. streamlined process.

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- E. Elizabeth: Not familiar with noncommunity grants and would like that information in terms of informed voting ability.
- F. Anjali: Fred has given great context, please refresh memory.
- G. Fred: Application process is placed online, certain guidelines that are met for the community organizations.
- H. Nguyen: Recommend that a Board Member take up this amendment and shepherd the item with Member input and support.
- \* At 8:03 PM, Anjali Rimi moves to add five minutes to this section, Carolyn Wysinger seconds. Motion carries unanimously.
- J. Item will be discussed in November. On the Board side, Elizabeth will lead this effort with support from Joshua Smith and Suzanne Ford.

#### 3. New Business (65 minutes)

- I. Outgoing Board Members Appreciation
  - A. Plaques for the outgoing Board Members.
  - B. Shannon will schedule exit interviews.
  - C. \* At 8:19 PM, Carolyn Wysinger moves to add five minutes to this section, Suzanne Ford seconds. Motion carries unanimously.
- II. Seating of Board Members-Elect
  - A. Signing of the document.
  - B. At 8:22 PM, Fred Lopez officially seats new Board Members Bivett Brackett, Tuquan Harrison, Diana Oliva, Joshua Smith.
  - C. Schedule onboarding in about a week.

#### III. Officer Elections

- A. Review of rules (presentation by Fred)
  - 1. Google Forms voting process.
  - 2. Nominations are verbal, and self-nominations are accepted.
  - 3. Board can postpone election.
  - 4. Two minutes for candidate statements.
  - 5. Open Q&A, 3-minute period per officer.
- B. Election
  - 1. President
    - a. Suzanne Ford nominates Carolyn Wysinger; Carolyn Wysinger accepts.
    - b. Statement by Carolyn Wysinger.
    - c. Question from Elizabeth Lanyon: Area of growth?
      - i. Shepherding and using the committees more.
    - d. Question from Tuquan Harrison: How do you plan to increase Pride's capacity to hold events and support the community?
      - i. Decentralizing Pride e.g. Pride 365.
      - e. Results
        - i. 10 responses: 10 (100%) votes cast for Carolyn Wysinger.
      - f. Carolyn Wysinger is declared elected as President at 8:44 PM.

#### 2. Vice President

- a. Anjali Rimi nominates Suzanne Ford; Suzanne Ford accepts.
- b. Statement by Suzanne Ford.
- c. Question from Elizabeth Lanyon: What leadership style will you bring?
  - i. Worker, listen more, collaboration with Carolyn.
- d. Question from Tuquan Harrison: Corporatization of Pride has been a hot topic. How will you manage this?
  - i. Leadership and look for a change in funding and our relationship with corporations.
- e. Results

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- i. 9 responses: 9 (100%) votes case for Suzanne Ford.
- f. Suzanne is declared elected as Vice President at 8:54 PM.
- 3. Secretary
  - a. Suzanne Ford nominates Nguyen Pham; Nguyen Pham accepts.
  - b. Statement by Nguyen Pham.
  - c. Comment from Suzanne: Nguyen is invaluable especially for the golf fundraiser.
  - d. Question from Elizabeth Lanyon: What is an area of growth?
    - Big space for improvement in the administrative side, more involved administratively.
  - e. Results
    - i. 11 responses: 11 (100%) votes cast for Nguyen Pham.
  - . Nguyen is declared elected as Secretary at 9:03 PM.
- 4. Treasurer
  - a. Carolyn Wysinger nominates Anjali Rimi; Anjali Rimi accepts.
  - b. Statement by Anjali Rimi.
  - c. Question from Elizabeth Lanyon: Vision for corporate partnerships for Pride?
    - i. Important to diversify these partnerships and evaluate them on more than just money.
  - d. Results
    - i. 11 responses: 11 (100%) votes cast for Anjali Rimi.
  - e. Anjali Rimi is declared elected as Treasurer at 9:11 PM.
- IV. Board Retreat
  - A. Discussion tabled to future meeting.
- **4.** Public Comment (2 mins per person, 5 slots)
  - I. Tyler Breisacher: Congratulations to the new Board and acknowledgement of the turbulent time.
  - II. Maxie Bee: Exciting to hear diversification of funding, look forward to working with the new Board.
- III. Laurence Berland: Just wondering what the reopening plan for the Pride office is? Also, how is everyone so excited that we're all "family" in the same breath as learning someone lost a job of 6 years even though Pride is hiring for a new position with a 6-figure salary?
  - A. When we hear about reopening from the City, we will start planning.
  - B. It was a very hard decision, and the organization does not have unlimited resources, and a decision had to be made.
- IV. Maxie Bee: Would the Board be willing to engage directly with the authors of the amendment in the interim in order to hopefully craft a better and more comprehensive solution?
  - A. Elizabeth Lanyon is specifically working on looking at some of the questions the Board needs answered for this amendment rather than making changes to it.

#### 5. In Memoriam (5 mins)

- Felycya Harris
- II. Kee Sam
- III. Eddy Van Halen
- IV. Michellyn Ramos Vargas
- V. Johnny Nash

#### 6. Adjournment

I. Time stamp: 9:30 PM

#### **Mission Statement;**

The mission of the San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee is to educate the world, commemorate our heritage, celebrate our culture, and liberate our people.

### Report to the Board of Directors Executive Director – Fred Lopez – November 10, 2020

#### CASH BALANCES As of Nov 9, 2020

Operating Account Balance	\$478,195.04
Reserve Account	\$600,373.98
Restricted Funds (Fiscal Agent Accounts)	\$23,542.62

#### **AGENCY UPDATES**

- Staff continue to work largely remotely, thank you for your flexibility and dedication.
- Team is working to prepare the office for eventual return, developing safety protocols.
- Projected date for announcing Pride 2021 events to the public: Mid-February 2021
- Theme has been suggested by members and voted upon by the larger Pride community, will be announced at member meeting Nov 11.
- Negotiating collaboration with previous partner organizations like TurnOut, discussing the possibilities of 2021 work.
- In general, substantial planning, allowing for the current uncertainty, is being done in advance of 2021.

#### MEMBERSHIP (as of 11/9/2020):

o 191 current members. 2 expired, 4 renewed, 3 new.

