

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

Wednesday, December 2, 2020

## AGENDA

For the Board Meeting, being held remotely

### **1. Standing Items** (45 mins)

- a. Welcome & Check In
  - i. Called to Order at:
  - ii. Welcome:
  - iii. Land Acknowledgements:
- b. Attendance
  - i. In attendance:
  - ii. Apologies:
  - iii. Not Present:
  - iv. Quorum Attained:
- c. Appointment of Meeting Roles
  - i. Timekeeper:
  - ii. Vibe Watcher:
  - iii. Stack Monitor:
- d. Read Mission Statement & Financial Protocol
  - i. Mission Statement read by:
  - ii. Financial Protocol read by:
- e. Approval of Agenda
  - i. Timestamp:
- f. Approval of Minutes
  - i. Timestamp:
- g. Announcements
- h. Reports
  1. President – Verbal
  2. Vice President – Verbal
  3. Treasurer – Verbal
  4. Secretary – Verbal
  5. Executive Director – Written
  6. Committee Reports – Verbal

### **2. Old Business** (15 min)

- a. Transparency Proposal from the Sept 2020 Annual General Meeting

### **3. New Business** (15 minutes)

- a. Results and Initiatives, Board; re mini retreat on Nov 22nd (10 mins)
- b. Land Acknowledgement Background (5 mins)

### **4. Public Comment** (2 mins per person, 5 slots – 10 mins total)

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

### **6. Adjournment**

Time stamp:

Approximate Time: (90 minutes)

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

Wednesday, December 2, 2020

## **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.

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

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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 laws). 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 extended 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.

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

Tuesday, November 10, 2020

## MINUTES For the Board Meeting held via video teleconference

### ITEM

#### 1. Standing Items (40 minutes)

- I. Welcome & Check In
  - A. Called to Order at: 7:05 PM
  - B. Welcome: Carolyn Wysinger, President
- II. Attendance
  - A. In attendance: Carolyn Wysinger (President), Suzanne Ford (Vice President), Anjali Rimi (Treasurer), Nguyen Pham (Secretary), Bivett Brackett, Elizabeth Lanyon, Diana Oliva, Manuel Perez, Joshua Smith
  - B. Apologies: Tuquan Harrison
  - C. Not Present: Kerby Lynch
  - D. Quorum Attained: Yes
- III. Appointment of Meeting Roles
  - A. Timekeeper: Joshua Smith
  - B. Vibe Watcher: Elizabeth Lanyon
  - C. Stack Monitor: Anjali Rimi and Chris Grafton (Staff)
- IV. Read Mission Statement & Financial Protocol
  - A. Mission Statement read by: Manuel Perez
  - B. Financial Protocol read by: Anjali Rimi
- V. Approval of Agenda and Minutes
  - A. Timestamp: 7:13 PM
    - Bivett Brackett moves to approve agenda, Anjali Rimi seconds. Motion carries unanimously.
  - B. Timestamp: 7:14 PM
    - Elizabeth Lanyon moves to approve October 2020 minutes, Manuel Perez seconds. Motion carries unanimously.
- VI. Announcements
  - A. Anjali Rimi: COVID Relief fund open now till 11/30; This Fri 11/13 5pm Stonewall Dems fundraiser (<https://www.facebook.com/events/805213853595664>); Fri 11/13 GAPA Runway 7-8:30pm (<https://www.facebook.com/events/402975554422254>)
  - B. Elizabeth Lanyon: NCLR Panel this Thurs 11/12
  - C. Nguyen Pham: The Prism Foundation's Community Connections this Thurs 11/12 (<https://theprismfoundation.org/>)
- VII. Reports
  - A. President
    - Looking forward to 2021 and 50+1 and making sure we aren't as reactive as we were in 2020.
  - B. Vice President
    - Big check from 2nd annual SF Pride Golf Day fundraiser.
  - C. Treasurer
    - Net Income (negative \$100,000).
    - Pride Golf Committee (\$31,500).
  - D. Secretary
    - Thank you to the team for work on the 2nd annual SF Pride Golf Day fundraiser.
    - Working with staff on back office processes.
  - E. Executive Director
    - City has allowed offices to think about reopening, but plans are moving slowly.

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

Tuesday, November 10, 2020

- Props to Marsha and Chris on helping with safety regulations.
- Working on coming up with how and what to tell the public about the Pride event.
- Reaching out to partner organizations to start planning.

**2. Old Business** (20 minutes)

- I. Committee Reports
  - A. Development (Elizabeth Lanyon)
    - 1. Giving Tuesday is coming up; keep an eye out around Thanksgiving for communiqué. Giving Tuesday is same day as World AIDS Day this year.

**3. New Business** (50 minutes)

- I. FY2021 Board Meeting Dates Selection (10 mins) \*See Attachment A for Options
  - A. Option 1: 1st Wednesdays v. Option 2: 2nd Tuesdays
  - B. \* Anjali Rimi moves to revise 6/2 meeting to 6/1 in observance of Native American Day, seconded by Bivett Brackett.
    - Ayes: Bivett Brackett, Elizabeth Lanyon, Diana Oliva, Anjali Rimi, Carolyn Wysinger; Opposition: Suzanne Ford, Nguyen Pham, Joshua Smith; Abstention: Manuel Perez.
    - Motion carries at 7:51 PM.
  - C. \* Joshua Smith moves to ratify Option 1 as amended, with formal land acknowledgments to all meetings (friendly amendment from Manuel Perez), Suzanne seconds.
    - All Ayes w/ 1 Abstention from Anjali Rimi.
    - Motion carries at 7:53 PM.
  - D. Approved meeting schedule; meetings remain on the first Wednesday of every month (except as noted), 7:00 PM – 9:00 PM, 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
    - Tues June 1
    - Weds July 7
    - Weds Aug 4
    - Weds Sept 1

II. FY2021 Board Committees Placements (30 mins) \*See Attachment B for Descriptions

A.

Budget & Finance	Chair: Anjali Rimi (Treasurer) Elizabeth Lanyon Joshua Smith
Policies & Procedures	Chair: OPEN Manuel Perez Joshua Smith
Personnel	Chair: Carolyn Wysinger (President) Joshua Smith
Community Affairs	Chair: OPEN Bivett Brackett

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

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	Diana Oliva Joshua Smith
Long Range Planning	Co-Chairs: Fred Lopez (ED) and OPEN Bivett Brackett Elizabeth Lanyon Suzanne Ford Anjali Rimi
Nominating	Co-Chairs: Carolyn Wysinger & Suzanne Ford Anjali Rimi
Audit	Chair: OPEN Nguyen Pham
Development	Chair: OPEN Bivett Brackett Suzanne Ford Elizabeth Lanyon Manuel Perez Nguyen Pham Anjali Rimi

### III. FY2021 Board Committees Meeting Dates (Breakouts - 10 mins)

- A. Committees will meet at 11/22 Mini-Retreat to select respective chairs and set meeting schedules.

### 4. Public Comment (2 mins per person, 5 slots -- 10 mins total)

- I. Comments were expressed by 1 non-Board meeting attendee:
  - A. Chris Grafton (staff): This was the best-run meeting I have attended.

### 5. In Memoriam (5 minutes)

- I. All LGBTQ vets who have passed (tomorrow is Veterans Day)
- II. 42nd Trans person murdered in 2020: Angel Unique (2nd cosmetologist)
- III. Tom Thomas
- IV. Alex Trebek
- V. Byron Mason
- VI. Nikos Diamon
- VII. Placida Perez

### 6. Adjournment

Time stamp: 8:35 PM

**San Francisco Lesbian, Gay, Bisexual, Transgender  
Pride Celebration Committee, Inc.**

Tuesday, November 10, 2020

**ATTACHMENT A  
FY2021 BOARD MEETING DATES**

**OPTION 1**

*Meetings remain on the first Wednesday of every month, 7:00 PM – 9:00 PM, 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, 7:00 PM – 9:00 PM, 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

# San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.

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## **ATTACHMENT B**

### **COMMITTEE DESCRIPTIONS**

*(from Policy A.06, "Committee Structure")*

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



# **San Francisco Lesbian, Gay, Bisexual, Transgender Pride Celebration Committee, Inc.**

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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 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.

4:42 PM

12/01/20

**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Statement of Cash Flows**  
**November 2020**

	<u>Nov 20</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	-40,161.59
Adjustments to reconcile Net Income to net cash provided by operations:	
0250L - Payroll Taxes Due Payable	<u>1,990.74</u>
Net cash provided by Operating Activities	<u>-38,170.85</u>
 Net cash increase for period	 -38,170.85
Cash at beginning of period	<u>1,062,099.66</u>
Cash at end of period	<u><u>1,023,928.81</u></u>

4:43 PM

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

## Profit &amp; Loss

12/01/20

October through November 2020

Accrual Basis

	Oct 20	Nov 20	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
0402 · Membership Income	570.00	285.00	855.00
0414 · Donations (Individual) Income	80.00	2,173.22	2,253.22
0421 · Interest Income	5.30	5.12	10.42
0490 · Fundraising - General	0.00	31,467.54	31,467.54
<b>Total Income</b>	<u>655.30</u>	<u>33,930.88</u>	<u>34,586.18</u>
<b>Gross Profit</b>	655.30	33,930.88	34,586.18
<b>Expense</b>			
0600 · Advertising (Administrative)	462.00	4.52	466.52
0602 · Bank Fees	106.09	106.09	212.18
0603 · Utilities and Maintenance			
0603C · Cleaning & General Maintenance	1,931.82	671.82	2,603.64
0603U · Utilities	371.80	0.00	371.80
<b>Total 0603 · Utilities and Maintenance</b>	<u>2,303.62</u>	<u>671.82</u>	<u>2,975.44</u>
0604 · Messenger Expense	0.00	24.00	24.00
0605 · Membership Dues Expense	120.00	0.00	120.00
0606 · Insurance Expense	6,322.66	374.89	6,697.55
0607 · Postage Expense	24.84	0.00	24.84
0608 · Copying/Printing Expense	0.00	92.35	92.35
0609 · Office Supplies Expense	0.00	312.08	312.08
0610 · Accounting/Auditing Expense	2,000.00	2,000.00	4,000.00
0612 · Other Supplies	265.00	0.00	265.00
0613 · Employee Benefits Expense			
0613M · Medical/Dental Benefits	6,888.46	3,273.64	10,162.10
<b>Total 0613 · Employee Benefits Expense</b>	<u>6,888.46</u>	<u>3,273.64</u>	<u>10,162.10</u>
0614 · Equipment Rental Expense	215.02	215.02	430.04
0615 · Rent (Office) Expense	8,957.57	8,957.57	17,915.14
0616 · Rent (Non-Office Space) Exp.	2,009.94	2,009.94	4,019.88
0618 · Equipment Repair & Maintenance	112.36	337.08	449.44
0619 · Contracted Services	20,000.00	14,900.00	34,900.00
0620 · Contractors	0.00	7,460.00	7,460.00
0622 · Payroll Taxes	3,431.09	2,146.78	5,577.87
0625 · Telephone Expense	452.83	454.12	906.95
0626 · Payroll Expense			
0626A · Payroll expense	44,850.90	28,062.50	72,913.40
<b>Total 0626 · Payroll Expense</b>	<u>44,850.90</u>	<u>28,062.50</u>	<u>72,913.40</u>
0628 · Community Partners Grants			
0628B · Grants from Board	750.00	0.00	750.00
<b>Total 0628 · Community Partners Grants</b>	<u>750.00</u>	<u>0.00</u>	<u>750.00</u>
0631 · Media/PR Expense	0.00	500.00	500.00
0632 · Volunteer/Staff Recognition Exp	444.30	0.00	444.30
0655 · Data Management Expense	1,659.77	1,684.07	3,343.84
0656 · HR Expense	0.00	6.00	6.00
0660 · Fundraising Expense	350.00	0.00	350.00
6800 · Fiscal Sponsee Expenses			
6800.19 · Contracted Services	500.00	500.00	1,000.00
6800.24 · Entertainer/Speaker Expense	285.00	0.00	285.00
<b>Total 6800 · Fiscal Sponsee Expenses</b>	<u>785.00</u>	<u>500.00</u>	<u>1,285.00</u>
<b>Total Expense</b>	<u>102,511.45</u>	<u>74,092.47</u>	<u>176,603.92</u>
<b>Net Ordinary Income</b>	<u>-101,856.15</u>	<u>-40,161.59</u>	<u>-142,017.74</u>
<b>Net Income</b>	<u><u>-101,856.15</u></u>	<u><u>-40,161.59</u></u>	<u><u>-142,017.74</u></u>

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Balance Sheet

As of November 30, 2020

	<u>Nov 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
0101 - Wells Fargo Bank Checking	
0101 - Wells Fargo Bank Checking - Unrestricted Funds	378,770.14
0101A - Restricted Funds	
0101AGR - Howard Grayson LGBT	853.01
0101ALA - Latin Stage	520.35
0101API - Pink Triangle	14,507.74
0101ASI - Sistahs Steppin	818.31
0101ASO - Soul of Pride	4,482.31
Total 0101A - Restricted Funds	21,181.72
Total 0101 - Wells Fargo Bank Checking	399,951.86
0102 - WellsFargo MarketRate (Reserve)	600,378.91
0104 - WellsFargo Bank Savings	23,542.81
0113 - Petty Cash Account	55.23
Total Checking/Savings	1,023,928.81
Accounts Receivable	
0115 - Accounts Receivable (General)	249,500.00
0117 - Sponsorship Receivable	99,616.00
Total Accounts Receivable	349,116.00
Total Current Assets	1,373,044.81
<b>Fixed Assets</b>	
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
<b>Other Assets</b>	
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
<b>TOTAL ASSETS</b>	<u><u>1,403,474.81</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	
Other Current Liabilities	

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Balance Sheet

As of November 30, 2020

	<u>Nov 30, 20</u>
0213 - Deferred revenue	17,690.00
0219 - Sponsorship Temp Restricted	150,000.00
0250L - Payroll Taxes Due Payable	-3,750.00
0255L - Vacation Time Account Payable	14,943.82
<b>Total Other Current Liabilities</b>	<u>178,883.82</u>
<b>Total Current Liabilities</b>	<u>178,883.82</u>
<b>Total Liabilities</b>	178,883.82
<b>Equity</b>	
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	-142,017.74
<b>Total Equity</b>	<u>1,224,590.99</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,403,474.81</u></u>

**SAN FRANCISCO PRIDE**  
**Report to the Board of Directors**  
**Executive Director – Fred Lopez – December 2, 2020**

**CASH BALANCES** *As of December 1, 2020*

Operating Account Balance	\$418,826.76
Reserve Account	\$600,378.91
Restricted Funds (Fiscal Agent Accounts)	\$23,542.81

**AGENCY UPDATES**

- Staff are working remotely due to the closure of offices. Plans for reopening the office to a limited number of staff have been put on hold for now, and probably through the end of the calendar year. The team are working diligently and meeting online to drive projects forward. Everyone’s patience and flexibility and commitment are greatly appreciated.
- The staff team have developed a handy protocol sheet for board committees, which are meeting between now and Jan 1 (some have already met) to determine meeting calendars for 2021. The handy sheet shares some of the key components of agency’s stated procedures, and tips on scheduling meetings in the shared Board calendar. Shannon is also on hand to manage the Board committee calendar, so any requests can be sent directly to Shannon for scheduling, etc. Scheduling in the committee calendar (through MS Outlook) offers a very simple connection to presenting that meeting online through MS Teams, Shannon and Chris are on hand to assist at any time during the year.
- Also, staff (led by Chris) have been working on solidifying the board email project, centralizing all email communication and files in Outlook and OneDrive. The project should be complete within the next week. Board should reach out if there are questions about files management, email account management, or addressing issues. Thanks go to Nguyen for assisting in driving this project forward.
- I attended the Board “Mini-Retreat” on Sun November 22. I am encouraged by the board’s enthusiasm and optimism. Conversations about the commitment to representing as wide a diversity of our communities at any Pride events in 2021 were valuable as the team proceeds. Thanks to Scott and IDK Events for assembling a framework of possibilities for 2021 Pride, based on what we currently face.
- I will be calling a meeting of the “traditional” production team contractors before the end of December, to solicit feedback about the possibilities of 2021, and to determine capacity of team to continue in same or adjusted roles.
- We have begun negotiation with returning media partners such as KPIX, as well as community partners such as Frameline, and navigating the unfamiliar situation of uncertainty around productions in 2021. We plan to be able to share more in mid-February, after collecting feedback and suggestions in December and early January.
- SF Pride took part in Giving Tuesday, which coincided with World AIDS Day, on December 1. Much thanks to the staff and board members who worked to launch this online fundraiser. While SF Pride didn’t meet the fundraising goal as of this report, this outing is a good foundational opportunity for the organization to refine our fundraising appeals messages.
- In November, the theme for 2021 SF Pride was voted upon and then revealed to the membership. Suggested by member David Hyman, *All In This Together* is timely, inspiring, and relevant. Thanks to Marsha and team for managing the voting process, and to all who lent their voices to the process.

**SAN FRANCISCO PRIDE**  
**Report to the Board of Directors**  
**Executive Director – Fred Lopez – December 2, 2020**

- In team news, longtime team member Lisa Williams is continuing on with SF Pride in a new role. Lisa will be working to assemble, launch, and manage the San Francisco Pride Community Advisory Board. She and I have been meeting regularly to sketch out the parameters of the CAB, and she will be working across our diverse communities to create a body of advisors with unique perspectives and expertise. More information in early 2021.
- More team news, It's my pleasure to welcome Rachel Jacob Barnett to the staff team as our new Director of Partnerships and Giving. Rachel brings a strong background in event production and corporate sponsorship, as well as a demonstrated commitment to fostering connections and nurturing community. Many sincere thanks go to the team members who were a part of the interview process, and to the amazing candidates who offered their time and passion to the organization. Rachel's first day on staff is Monday December 7. Her onboarding will be the first to be completed remotely, so patience is requested as we get her up and running.
- Finally, please accept my wishes for a safe, healthy, and loving holiday season. Whatever your holiday traditions, I am sure that the unique and challenging features of our current pandemic situation are requiring some adjustments. While I would love to gather in person with each and every one of the board and staff, we will direct to save all of that loving supportive energy to each other over the internet and on the phone. I am so grateful to be a part of this phenomenal team, and look forward to the great accomplishments of 2021.

**MEMBERSHIP (as of 10/6/2020):**

- 184 current members. 9 expired, 1 renewed, 1 new.

