

# SAN FRANCISCO PRIDE®

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

## ANNUAL GENERAL MEETING

Saturday, September 11, 2021 — 12 Noon to 4:00 PM  
Being Produced Remotely

## A G E N D A

### A. Standing Items (10 mins)

1. Welcome, Check In, Attendance, and Land Acknowledgement
  - a. Called to Order at:
  - b. Welcome:
  - c. Land Acknowledgement (*as of January 28, 2021*) read by:
2. Appointment of Timekeeper, Vibe Watcher & Stack Monitor
  - a. Timekeeper:
  - b. Vibe Watcher:
  - c. Stack Monitor:
3. Read Mission Statement and Financial Protocol
  - a. Mission Statement read by:
  - b. Financial Protocol read by:

### B. Welcome from the Executive Director (5 mins)

### C. Board of Directors FY 2021-24 Candidate Statements, Q&A (time tba)

1. Explanation of Electronic Voting Process (5 mins)
2. Approval of Election Officials (10 mins)
  - a. Election Inspectors: *Fred Lopez, Marsha H. Levine, Chris Grafton*
  - b. Election Observers: *Jokie X. Wilson, Kim-Shree Maufas, George Ridgely*
3. Member Choice on Length of Candidate Statements and Q&A Times (10 mins)
  - a. *See Appendix A, attached*
  - b. Option Chosen:
  - c. Timestamp:
4. Candidate Statements and Q&A (Time TBA pending member choice)

### Short Break (10 mins)

### D. Annual Member Meeting Calendar Dates Approval (5 mins)

1. *See Appendix B*

### E. 2021 Theme Discussion (5 mins)

### F. Presentation; Policies & Procedures Committee re: proposed changes to By-Laws (20 mins)

### G. Public Comments (5 persons total, 2 minutes maximum – 10 mins)

### H. In Memoriam (2 mins, please put names in chat window)

### I. Adjournment

Timestamp:

***\*Voting will take place by electronic ballot sent out to members. The voting period will be 12 noon Saturday, Sept. 11 until 12 noon Tuesday, Sept. 14.***

## APPENDIX A

### Candidate Statements and Q&A Options

For all options, candidates will be selected to give their statements in random order.

**Option A** – (approximately 1 hour, 39 minutes)

- Candidates are each provided 4 (four) minutes to speak.
- Immediately following the conclusion of each candidate's statement, Members will be allowed 7 (seven) minutes for questions directed at that candidate. Each candidate will be able to answer as many questions as possible during the allotted time, per the process described below.
  - Members will be required to use the "raise hand" function of the Zoom room.
  - Questions should be clear, succinct and take approximately 30 (thirty) seconds to ask.
  - Candidates will answer, and when their answer is complete, they may prompt for the next question from a member.

**Option B** – (approximately 1 hour, 21 minutes)

- Candidates are each provided 4 (four) minutes to speak.
- Following the conclusion of the last candidate's statement, members will be allowed 45 (forty-five) minutes for questions directed at any single candidate.
  - Members will be required to use the "raise hand" function of the Zoom room in order to ask the candidate a single question.
  - Questions should be clear, succinct and take approximately 30 (thirty) seconds to ask.
  - Candidates will have up to 2 (two) minutes to answer each question.
  - Members interested in asking more than one question will be asked to move to the end of the "stack" for their next question.
  - Questions will be asked in a "first come-first served" basis.
  - Members must direct their question to a single candidate.

*At their discretion, the Moderator may intervene during the Q & A period, up to and including asking a Member to restate their question, requiring a Member or Candidate to yield for time, or other actions as required by SF Pride Policies and Procedures, standard practices for elections and/or in regard to common courtesy, civility or in the interest of time or in the best interest of SF Pride.*

## APPENDIX B

### Member Meeting Calendar Dates FY2021-22

#### October 13, 2021

- Opportunity for speaker, presentation, or other programming.

#### November 10, 2021

- Start accepting suggestions for 2022 Community Grand Marshals.
- Open suggestions for Main Stage speaker topics, articles, podcasts.

#### December 8, 2021

- Opportunity for speaker, presentation, or other programming.
- Holiday social

#### January 12, 2022

- State of the Agency Presentation from Staff
- Suggestions for Community Grand Marshals close.

#### February 9, 2022

- Opportunity for speaker, presentation, or other programming.

#### March 9, 2022

- Announce Community Grand Marshal public choice results.
- Members-Only Community Grand Marshal vote.

#### April 13, 2022

- Opportunity for speaker, presentation, or other programming.

#### May 11, 2022

- Event updates
- Meet your Community Grand Marshals

#### June 8, 2022

- Opportunity for speaker, presentation, or other programming.

#### July 13, 2022

- Solicit post-event feedback from the Membership.
- Open nominations for 2022-25 Board Elections.

#### August 10, 2022

- Opportunity for speaker, presentation, or other programming.
- Close nominations for 2022-25 Board Elections.

#### Saturday, September 17, 2022

- Annual General Member Meeting and Board Elections.

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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) 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.

## **Land Acknowledgement Statement** *(as of January 28, 2021)*

We at San Francisco Pride acknowledge that we are meeting on the unceded ancestral homeland of the Ramaytush Ohlone peoples, the original inhabitants of the San Francisco Peninsula.

## **Meeting Behavior Policy**

Applying to anyone and everyone who attends meetings of the Corporation, this policy is designed to give guidance to those attending meetings of the Corporation as to what standards of behavior are required and what is unacceptable.

In order to conduct its business in a mature and respectful manner it is essential that those attending meetings of the Corporation adhere to the process and do not engage in disruption of the meeting. Behavior should show respect for

1. The process
2. The Chair
3. Anyone present
4. Any member, director, staff, or volunteer of the Corporation

If a person or group of persons disrupt a meeting and ignores two warnings given them by the Chair at that meeting, they will be removed by the sergeant-at-arms, for the purpose of being given an opportunity to calm down. Such person or persons may rejoin the meeting later, but if they continue to be disruptive, then upon being given a third warning by the Chair, they will be removed by the sergeant-at-arms from the meeting; not allowed to rejoin the meeting; and have their membership of the Corporation (in the event that they are members) suspended, pending a hearing by the Community Affairs Committee; and possible expulsion as a member.

Anyone present at any meeting shall have the power to call for a three second silence to help calm a tense situation.

A Sergeant-at-Arms shall be appointed at every meeting, and in default, shall be the Vice President of the organization.