

AGENDA FOR  
**REGULAR BOARD OF DIRECTORS MEETING**  
HELD REMOTELY ON **2022-AUGUST-03**

Meeting guidelines, protocols, and relevant bylaws: <https://members.sfpride.org/meetings>

1. Standing Items (30 mins)
  - a. Call to Order and Welcome
  - b. Acknowledgement of Unceded Ramaytush Ohlone Land
  - c. Roll Call
  - d. Appointment of Meeting Roles
    - i. Timekeeper
    - ii. Stack Monitor
    - iii. Vibe Watch
  - e. Reading the Mission Statement
  - f. Reading of the Financial Protocol
  - g. Reading and Approval of Minutes
  - h. Reports of the Officers
  - i. Reports of Committees
    - i. Budget & Finance
    - ii. Policies and Procedures
    - iii. Development
    - iv. Community Affairs
  - j. Agency Updates from Executive Director
2. Unfinished Business
  - a. none
3. New Business
  - a. Incumbent Board Member Reelection Declarations (2 mins)
  - b. 2022 Ken Jones Awards (10 mins)
4. Announcements (10 mins)
5. Public Comment (5 mins)
6. In-Memoriam

7. Adjournment

Closed Session to Follow for:

- a. Awards and Honoree Consideration

# SAN FRANCISCO PRIDE®

SAN FRANCISCO LESBIAN, GAY, BISEXUAL, TRANSGENDER  
PRIDE PARADE AND CELEBRATION COMMITTEE, INC.

Nguyen Pham  
Vice President Report  
August 3, 2022

## MEETING PARTICIPATION

- Participated in Board of Directors video conference meeting on July 6.
- Participated in Executive Committee video conference meeting on July 27.

## COMMUNITY ENGAGEMENT

- Attended *SF Bay Times* “Divas & Drinks” community event at The Academy on July 29.

## DEVELOPMENT COMMITTEE

- SF Pride Pro-Am Golf Tournament Fundraiser: Participated on coordination call with planning team on July 26.

## POLICIES & PROCEDURES COMMITTEE

- Participated in Policies & Procedures Committee video conference meeting on July 20.

## ROUTINE RESPONSIBILITIES

- Engaged with SF Pride content via social media channels as feasible.
- Corresponded with Staff and Board Members as needed.

## MILESTONES SCHEDULED FOR NEXT PERIOD

- Participate in SF Pride Pro-Am’s next team call on August 4.
- Participate in Develop Committee’s next meeting on August 4.
- Chair Membership Meeting via videoconference on August 10.

# SAN FRANCISCO PRIDE

## Treasurer's Report July 3rd, 2022

Submitted by  
Janelle Vinson, *Treasurer*

### Profit & Loss Statement – for the previous month:

Gross Income	\$351,381.85
<b>COGS</b>	<b>\$ .00</b>
Gross Profit	\$351,381.85
Expenses	\$248,751.13
Net Income	(\$ 102,630.72)

### Total for 9th month of the fiscal year:

Gross Income	\$2,635,287.69
COGS	\$ .00
Gross Profit	\$2,635,287.69
Expenses	\$2,918,593.05
Net Income	\$(- 283,305.36)

### Cash Flow Statement for FY 2022

Cash at the beginning of the month	\$522,462.17
Net Cash from Operating Activities	(\$ 114,439.78)
Net Cash Increase	(\$ 103,856.54)
Cash at the End of the Period	\$626,318.71

Wells Fargo Checking ( <i>Unrestricted</i> )	\$409,133.05
(Fiscal Agencies – <i>Restricted Funds</i> )	\$49,297.20
Wells Fargo MarketRate ( <i>Reserve</i> )	\$125,449.61
Wells Fargo Bank Savings	\$26,547.21
Fresno First	\$15,836.41

**Narrative Overview:**

The agency is in good financial standing and we've kept a nice amount of money in the bank to continue moving forward in our commitments. We are still in the closing out stages as we continue to process invoices. As we prepared to start moving into preplanning for the 2023 Celebration, it is important that we continue to keep this pace. Our Interim ED has been steadfast in keeping our finances in the green.

**Balance Sheet**

As of July 31, 2022

Jul 31, 22

**ASSETS**

**Current Assets**

**Checking/Savings**

**0101 · Wells Fargo Bank Checking**

**0101A · Restricted Funds**

0101AGR · Howard Grayson LGBT 1,303.01

0101ALA · Latin Stage 9,540.74

0101API · Pink Triangle 29,989.33

0101ASI · Sistahs Steppin 818.31

0101ASO · Soul of Pride 7,645.81

**Total 0101A · Restricted Funds 49,297.20**

**0101 · Wells Fargo Bank Checking - Unrestricted Funds 409,133.05**

**Total 0101 · Wells Fargo Bank Checking 458,430.25**

**0102 · WellsFargo MarketRate (Reserve) 125,449.61**

**0104 · WellsFargo Bank Savings 26,547.21**

**0106 · Fresno First 15,836.41**

**0113 · Petty Cash Account 55.23**

**Total Checking/Savings 626,318.71**

**Total Current Assets 626,318.71**

**Fixed Assets**

**0140 · FURNITURE & EQUIPMENT**

0140a · Furniture & Equipment 4,999.51

0141 · Accumulated Depreciation -4,999.51

**Total 0140 · FURNITURE & EQUIPMENT 0.00**

**Total Fixed Assets 0.00**

**Other Assets**

**0189 · TRADEMARKS**

0189A · Trademarks 60,610.96

0189B · Accumulated Amortization -57,820.96

**Total 0189 · TRADEMARKS 2,790.00**

**0191 · Prepaid Expenses 59,527.00**

**0195 · Other Deposits 37,442.23**

**Total Other Assets 99,759.23**

**TOTAL ASSETS 726,077.94**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

0210 · Accounts Payable 15,450.00

**Total Accounts Payable 15,450.00**

**Other Current Liabilities**

0213 · Deferred revenue 103,125.00

0216 · Vendor Security Deposits 2,600.00

0219 · Sponsorship Temp Restricted 150,000.00

0250L · Payroll Taxes Due Payable 2,671.47

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Balance Sheet

As of July 31, 2022

	<u>Jul 31, 22</u>
0255L · Vacation Time Account Payable	17,055.33
0259 · Short Term Loans	200,000.00
<b>Total Other Current Liabilities</b>	<u>475,451.80</u>
<b>Total Current Liabilities</b>	490,901.80
<b>Long Term Liabilities</b>	
0261 · Fresno First Line of Credit	121,829.76
0270 · Deferred rent liability	7,234.00
<b>Total Long Term Liabilities</b>	<u>129,063.76</u>
<b>Total Liabilities</b>	619,965.56
<b>Equity</b>	
3000 · Opening Bal Equity	81,844.00
3100 · Temp Restricted Net Assets (TRN	-127,535.00
3800.1 · NetAssetsReleased, UnRestrict	586,907.00
3800.4 · NetAssetsReleased, TempRestrict	-586,907.00
3900 · Retained Earnings	435,108.74
Net Income	-283,305.36
<b>Total Equity</b>	<u>106,112.38</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>726,077.94</u></u>

**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Profit & Loss Budget vs. Actual**  
 October 2021 through July 2022

	Oct '21 - Jul 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
0402 · Membership Income	7,630.00	50,000.00	-42,370.00	15.3%
0409 · Vendor Income				
0410 · Vendor/Booth Fees Income				
0410P · Pride - Vendor Income	177,263.00	185,000.00	-7,737.00	95.8%
<b>Total 0410 · Vendor/Booth Fees Income</b>	177,263.00	185,000.00	-7,737.00	95.8%
0425 · Booth Equip. Rental Income	10,950.00	12,000.00	-1,050.00	91.3%
<b>Total 0409 · Vendor Income</b>	188,213.00	197,000.00	-8,787.00	95.5%
0411 · Parade Fee Income				
0411FM · Pride-Float/March Income	342,760.00	250,000.00	92,760.00	137.1%
0411W · DykesOnBikes (WMC)	2,833.00	3,000.00	-167.00	94.4%
<b>Total 0411 · Parade Fee Income</b>	345,593.00	253,000.00	92,593.00	136.6%
0412 · Beverage Sales				
0412P · Pride - Beverage sales	279,671.00	700,000.00	-420,329.00	40.0%
<b>Total 0412 · Beverage Sales</b>	279,671.00	700,000.00	-420,329.00	40.0%
0414 · Donations (Individual) Income	169,599.50	105,000.00	64,599.50	161.5%
0416 · Barrel Donations Income				
0416P · Pride - Barrel Donations	31,636.00	100,000.00	-68,364.00	31.6%
<b>Total 0416 · Barrel Donations Income</b>	31,636.00	100,000.00	-68,364.00	31.6%
0417 · Corporate Sponsorship Income	1,257,000.00	2,050,000.00	-793,000.00	61.3%
0418 · Stage Sponsorship Income				
0418.91 · Trans Pavillion	2,000.00			
<b>Total 0418 · Stage Sponsorship Income</b>	2,000.00			
0419 · Stage Cost Recovery	0.00	5,000.00	-5,000.00	0.0%
0421 · Interest Income	27.69	50.00	-22.31	55.4%
0424 · Other Income				
0424O · Official Events Calendar List	0.00	8,000.00	-8,000.00	0.0%
0424PP · Pride Pass	29,270.75			
0424PT · Pink Triangle	9,000.00			
<b>Total 0424 · Other Income</b>	38,270.75	8,000.00	30,270.75	478.4%
0430 · Grants For the Arts				
0430A · Pride - Grants for the Arts	177,750.00	100,000.00	77,750.00	177.8%
<b>Total 0430 · Grants For the Arts</b>	177,750.00	100,000.00	77,750.00	177.8%
0440 · Grandstand Ticket Sales	0.00	30,000.00	-30,000.00	0.0%
0441 · Other Ticket Sales	53,421.80			
0450 · Merchandise Sales	20,357.00	20,000.00	357.00	101.8%
0490 · Fundraising - General	21,017.95	95,000.00	-73,982.05	22.1%
0495 · Management Fees Income	0.00	300.00	-300.00	0.0%



**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Profit & Loss Budget vs. Actual**  
 October 2021 through July 2022

	Oct '21 - Jul 22	Budget	\$ Over Budget	% of Budget
<b>4900 · Fiscal Sponsee Income</b>				
4900.14 · Donations (Individual) Income	100.00			
4900.49 · Fundraising	43,000.00			
<b>Total 4900 · Fiscal Sponsee Income</b>	43,100.00			
<b>Total Income</b>	2,635,287.69	3,713,350.00	-1,078,062.31	71.0%
<b>Cost of Goods Sold</b>				
<b>0510 · Beverage Purchases</b>				
0510B · Beverage Purchases	0.00	125,000.00	-125,000.00	0.0%
<b>Total 0510 · Beverage Purchases</b>	0.00	125,000.00	-125,000.00	0.0%
0512 · Beverage Ice Expense	0.00	15,000.00	-15,000.00	0.0%
<b>Total COGS</b>	0.00	140,000.00	-140,000.00	0.0%
<b>Gross Profit</b>	2,635,287.69	3,573,350.00	-938,062.31	73.7%
<b>Expense</b>				
0601 · Advertising (Event)	19.31	10,000.00	-9,980.69	0.2%
0602 · Bank Fees	14,534.97	35,000.00	-20,465.03	41.5%
<b>0603 · Utilities and Maintenance</b>				
0603C · Cleaning & General Maintenance	7,986.58	8,000.00	-13.42	99.8%
0603U · Utilities	2,156.62	2,000.00	156.62	107.8%
<b>Total 0603 · Utilities and Maintenance</b>	10,143.20	10,000.00	143.20	101.4%
0604 · Messenger Expense	28.00	500.00	-472.00	5.6%
0605 · Membership Dues Expense	895.00	1,400.00	-505.00	63.9%
0606 · Insurance Expense	208,551.19	185,000.00	23,551.19	112.7%
0607 · Postage Expense	331.56	2,000.00	-1,668.44	16.6%
0608 · Copying/Printing Expense	460.05	11,850.00	-11,389.95	3.9%
0609 · Office Supplies Expense	4,615.35	3,000.00	1,615.35	153.8%
0610 · Accounting/Auditing Expense	25,524.50	40,000.00	-14,475.50	63.8%
0611 · Commission/Bonus Expense	0.00	75,000.00	-75,000.00	0.0%
0612 · Other Supplies	1,798.27	15,000.00	-13,201.73	12.0%
<b>0613 · Employee Benefits Expense</b>				
0613M · Medical/Dental Benefits	34,242.30	45,000.00	-10,757.70	76.1%
<b>Total 0613 · Employee Benefits Expense</b>	34,242.30	45,000.00	-10,757.70	76.1%
0614 · Equipment Rental Expense	277,658.44	312,800.00	-35,141.56	88.8%
0615 · Rent (Office) Expense	61,569.94	58,000.00	3,569.94	106.2%
0616 · Rent (Non-Office Space) Exp.	57,937.69	61,500.00	-3,562.31	94.2%
0617 · Clean-Up Costs (Event)	67,882.00	145,000.00	-77,118.00	46.8%
0618 · Equipment Repair & Maintenance	1,233.88	2,100.00	-866.12	58.8%
0619 · Contracted Services	579,023.53	538,640.00	40,383.53	107.5%
0620 · Contractors	100,628.76	112,800.00	-12,171.24	89.2%
0621 · ASL Interpreter/ADA Compliance	0.00	13,000.00	-13,000.00	0.0%
0622 · Payroll Taxes	21,214.30	35,000.00	-13,785.70	60.6%
0623 · Travel Expense	13,560.48	11,400.00	2,160.48	119.0%

**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Profit & Loss Budget vs. Actual**  
**October 2021 through July 2022**

07/30/22

Accrual Basis

	Oct '21 - Jul 22	Budget	\$ Over Budget	% of Budget
<b>0624 · Entertainer/Speaker Expense</b>				
0624M · Main Stage	41,600.00	25,000.00	16,600.00	166.4%
0624S · Community Stages and Venues	9,075.00			
0624T · Other Venues	500.00	1,000.00	-500.00	50.0%
<b>Total 0624 · Entertainer/Speaker Expense</b>	51,175.00	26,000.00	25,175.00	196.8%
<b>0625 · Telephone Expense</b>	4,578.39	3,600.00	978.39	127.2%
<b>0626 · Payroll Expense</b>				
0626A · Payroll expense	277,310.42	365,000.00	-87,689.58	76.0%
<b>Total 0626 · Payroll Expense</b>	277,310.42	365,000.00	-87,689.58	76.0%
<b>0627 · Permit Costs</b>	50,483.95	59,600.00	-9,116.05	84.7%
<b>0628 · Community Partners Grants</b>				
0628B · Grants from Board	9,450.00	20,000.00	-10,550.00	47.3%
0628P · Grants to Partners	0.00	166,500.00	-166,500.00	0.0%
0628W · Grants to Dykes on Bikes	0.00	1,000.00	-1,000.00	0.0%
<b>Total 0628 · Community Partners Grants</b>	9,450.00	187,500.00	-178,050.00	5.0%
<b>0629 · Educational Development Exp.</b>	275.00	1,000.00	-725.00	27.5%
<b>0630 · Food Expense</b>	8,614.35	25,000.00	-16,385.65	34.5%
<b>0631 · Media/PR Expense</b>	103,820.49	18,000.00	85,820.49	576.8%
<b>0632 · Volunteer/Staff Recognition Exp</b>	475.85	3,000.00	-2,524.15	15.9%
<b>0633 · Security Costs</b>	638,578.00	483,200.00	155,378.00	132.2%
<b>0636 · Branded Apparel Expense</b>	2,700.00	11,500.00	-8,800.00	23.5%
<b>0637 · Police/Traffic Control Expense</b>	20,809.00	50,000.00	-29,191.00	41.6%
<b>0640 · Sales Tax Expense/Other Taxes</b>	0.00	62,000.00	-62,000.00	0.0%
<b>0641 · Radio Rental Expense</b>	0.00	12,000.00	-12,000.00	0.0%
<b>0642 · Toilet Rental Expense</b>	25,000.00	41,500.00	-16,500.00	60.2%
<b>0643 · Fencing Rental Expense</b>	25,000.00	56,650.00	-31,650.00	44.1%
<b>0644 · Sound Expenses</b>				
0644S · Sound Expense	70,919.25	55,000.00	15,919.25	128.9%
0644V · Video Expense	45,504.40	15,000.00	30,504.40	303.4%
<b>Total 0644 · Sound Expenses</b>	116,423.65	70,000.00	46,423.65	166.3%
<b>0645 · Signage Expense</b>	9,887.24	40,100.00	-30,212.76	24.7%
<b>0655 · Data Management Expense</b>	20,447.98	23,500.00	-3,052.02	87.0%
<b>0656 · HR Expense</b>	0.00	500.00	-500.00	0.0%
<b>0660 · Fundraising Expense</b>	7,692.95	31,000.00	-23,307.05	24.8%
<b>0680 · Fullfillment Expense</b>	0.00	60,000.00	-60,000.00	0.0%
<b>0690 · Interest Expense</b>	5,064.97			
<b>0696 · Lodging/Hotel Epense</b>	8,748.48	7,000.00	1,748.48	125.0%
<b>0697 · Lost equipment &amp; damages</b>	0.00	2,000.00	-2,000.00	0.0%
<b>6700 · Reallocation Expenses</b>	20,000.00	40,000.00	-20,000.00	50.0%
<b>6800 · Fiscal Sponsee Expenses</b>				
6800.19 · Contracted Services	15,204.61			
6800.24 · Entertainer/Speaker Expense	14,000.00			
6800.28 · Donations,Grants, Fellowships	1,000.00			
<b>Total 6800 · Fiscal Sponsee Expenses</b>	30,204.61			

10:40 AM

07/30/22

Accrual Basis

**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Profit & Loss Budget vs. Actual**  
October 2021 through July 2022

	Oct '21 - Jul 22	Budget	\$ Over Budget	% of Budget
6999 · Uncategorized Expenses	0.00	10,000.00	-10,000.00	0.0%
<b>Total Expense</b>	2,918,593.05	3,413,640.00	-495,046.95	85.5%
<b>Net Ordinary Income</b>	-283,305.36	159,710.00	-443,015.36	-177.4%
<b>Net Income</b>	<b>-283,305.36</b>	<b>159,710.00</b>	<b>-443,015.36</b>	<b>-177.4%</b>

**SF Lesbian Gay Bisexual Transgender Pride CC, Inc.**  
**Statement of Cash Flows**  
July 2022

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	<u>Jul 22</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	102,630.72
Adjustments to reconcile Net Income to net cash provided by operations:	
0240 · Corporate card	14,836.83
0250L · Payroll Taxes Due Payable	<u>-3,027.77</u>
Net cash provided by Operating Activities	114,439.78
<b>FINANCING ACTIVITIES</b>	
0261 · Fresno First Line of Credit	<u>-10,583.24</u>
Net cash provided by Financing Activities	<u>-10,583.24</u>
Net cash increase for period	103,856.54
Cash at beginning of period	<u>522,462.17</u>
Cash at end of period	<u><u>626,318.71</u></u>

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Profit & Loss

October 2021 through July 2022

	May 22	Jun 22	Jul 22	Oct 2021- July 2022
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
0402 · Membership Income	1,390.00	2,390.00	225.00	7,630.00
0409 · Vendor Income				
0410 · Vendor/Booth Fees Income				
0410P · Pride - Vendor Income	70,725.00	34,648.00	-6,400.00	177,263.00
<b>Total 0410 · Vendor/Booth Fees Income</b>	<b>70,725.00</b>	<b>34,648.00</b>	<b>-6,400.00</b>	<b>177,263.00</b>
0425 · Booth Equip. Rental Income	3,475.00	1,795.00	0.00	10,950.00
<b>Total 0409 · Vendor Income</b>	<b>74,200.00</b>	<b>36,443.00</b>	<b>-6,400.00</b>	<b>188,213.00</b>
0411 · Parade Fee Income				
0411FM · Pride-Float/March Income	111,855.00	155,030.00	7,950.00	342,760.00
0411W · DykesOnBikes (WMC)	0.00	20.00	2,813.00	2,833.00
<b>Total 0411 · Parade Fee Income</b>	<b>111,855.00</b>	<b>155,050.00</b>	<b>10,763.00</b>	<b>345,593.00</b>
0412 · Beverage Sales				
0412P · Pride - Beverage sales	0.00	194,671.00	85,000.00	279,671.00
<b>Total 0412 · Beverage Sales</b>	<b>0.00</b>	<b>194,671.00</b>	<b>85,000.00</b>	<b>279,671.00</b>
0414 · Donations (Individual) Income	10,503.26	83,910.00	9,100.00	169,599.50
0416 · Barrel Donations Income				
0416P · Pride - Barrel Donations	0.00	31,636.00	0.00	31,636.00
<b>Total 0416 · Barrel Donations Income</b>	<b>0.00</b>	<b>31,636.00</b>	<b>0.00</b>	<b>31,636.00</b>
0417 · Corporate Sponsorship Income	170,000.00	875,500.00	125,000.00	1,257,000.00
0418 · Stage Sponsorship Income				
0418.91 · Trans Pavillion	0.00	2,000.00	0.00	2,000.00
<b>Total 0418 · Stage Sponsorship Income</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>
0421 · Interest Income	2.32	2.32	1.30	27.69
0424 · Other Income				
0424PP · Pride Pass	0.00	0.00	29,270.75	29,270.75
0424PT · Pink Triangle	0.00	0.00	0.00	9,000.00
<b>Total 0424 · Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>29,270.75</b>	<b>38,270.75</b>
0430 · Grants For the Arts				
0430A · Pride - Grants for the Arts	0.00	0.00	0.00	177,750.00
<b>Total 0430 · Grants For the Arts</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>177,750.00</b>
0441 · Other Ticket Sales	0.00	0.00	53,421.80	53,421.80
0450 · Merchandise Sales	0.00	0.00	20,000.00	20,357.00
0490 · Fundraising - General	0.00	5,000.00	0.00	21,017.95
4900 · Fiscal Sponsee Income				
4900.14 · Donations (Individual) Income	0.00	0.00	0.00	100.00
4900.49 · Fundraising	6,500.00	1,500.00	25,000.00	43,000.00
<b>Total 4900 · Fiscal Sponsee Income</b>	<b>6,500.00</b>	<b>1,500.00</b>	<b>25,000.00</b>	<b>43,100.00</b>
<b>Total Income</b>	<b>374,450.58</b>	<b>1,388,102.32</b>	<b>351,381.85</b>	<b>2,635,287.69</b>
<b>Gross Profit</b>	<b>374,450.58</b>	<b>1,388,102.32</b>	<b>351,381.85</b>	<b>2,635,287.69</b>
<b>Expense</b>				
0601 · Advertising (Event)	0.00	0.00	0.00	19.31
0602 · Bank Fees	4,132.57	3,457.41	3,044.84	14,534.97
0603 · Utilities and Maintenance				

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Profit & Loss

October 2021 through July 2022

	May 22	Jun 22	Jul 22	Oct 2021- July 2022
0603C · Cleaning & General Maintenance	685.25	685.25	685.25	7,986.58
0603U · Utilities	0.00	0.00	337.50	2,156.62
<b>Total 0603 · Utilities and Maintenance</b>	<b>685.25</b>	<b>685.25</b>	<b>1,022.75</b>	<b>10,143.20</b>
0604 · Messenger Expense	0.00	0.00	28.00	28.00
0605 · Membership Dues Expense	0.00	0.00	0.00	895.00
0606 · Insurance Expense	367.75	200,139.00	0.00	208,551.19
0607 · Postage Expense	174.00	0.00	0.00	331.56
0608 · Copying/Printing Expense	0.00	30.18	148.27	460.05
0609 · Office Supplies Expense	556.32	394.32	394.32	4,615.35
0610 · Accounting/Auditing Expense	2,000.00	2,000.00	2,000.00	25,524.50
0612 · Other Supplies	0.00	0.00	1,770.21	1,798.27
0613 · Employee Benefits Expense				
0613M · Medical/Dental Benefits	268.80	7,186.20	1,555.36	34,242.30
<b>Total 0613 · Employee Benefits Expense</b>	<b>268.80</b>	<b>7,186.20</b>	<b>1,555.36</b>	<b>34,242.30</b>
0614 · Equipment Rental Expense	54,558.20	173,772.38	22,801.55	277,658.44
0615 · Rent (Office) Expense	5,393.50	5,393.50	5,393.50	61,569.94
0616 · Rent (Non-Office Space) Exp.	1,667.00	43,714.79	1,703.90	57,937.69
0617 · Clean-Up Costs (Event)	0.00	33,941.00	33,941.00	67,882.00
0618 · Equipment Repair & Maintenance	0.00	378.74	0.00	1,233.88
0619 · Contracted Services	106,787.24	282,697.00	45,285.85	579,023.53
0620 · Contractors	0.00	41,430.00	50,978.76	100,628.76
0622 · Payroll Taxes	1,535.18	1,535.18	1,535.18	21,214.30
0623 · Travel Expense	125.23	439.40	11,409.84	13,560.48
0624 · Entertainer/Speaker Expense				
0624M · Main Stage	11,000.00	26,170.00	4,430.00	41,600.00
0624S · Community Stages and Venues	0.00	9,075.00	0.00	9,075.00
0624T · Other Venues	0.00	0.00	500.00	500.00
<b>Total 0624 · Entertainer/Speaker Expense</b>	<b>11,000.00</b>	<b>35,245.00</b>	<b>4,930.00</b>	<b>51,175.00</b>
0625 · Telephone Expense	458.02	458.02	458.02	4,578.39
0626 · Payroll Expense				
0626A · Payroll expense	20,067.72	20,067.72	20,067.72	277,310.42
<b>Total 0626 · Payroll Expense</b>	<b>20,067.72</b>	<b>20,067.72</b>	<b>20,067.72</b>	<b>277,310.42</b>
0627 · Permit Costs	42,981.87	4,866.08	0.00	50,483.95
0628 · Community Partners Grants				
0628B · Grants from Board	0.00	6,360.00	500.00	9,450.00
<b>Total 0628 · Community Partners Grants</b>	<b>0.00</b>	<b>6,360.00</b>	<b>500.00</b>	<b>9,450.00</b>
0629 · Educational Development Exp.	0.00	0.00	0.00	275.00
0630 · Food Expense	190.20	1,238.63	2,455.05	8,614.35
0631 · Media/PR Expense	16,400.00	25,200.00	6,487.21	103,820.49
0632 · Volunteer/Staff Recognition Exp	98.20	0.00	0.00	475.85
0633 · Security Costs	100,000.00	538,578.00	0.00	638,578.00
0636 · Branded Apparel Expense	0.00	0.00	0.00	2,700.00
0637 · Police/Traffic Control Expense	0.00	20,809.00	0.00	20,809.00
0642 · Toilet Rental Expense	12,500.00	12,500.00	0.00	25,000.00
0643 · Fencing Rental Expense	12,500.00	12,500.00	0.00	25,000.00

SF Lesbian Gay Bisexual Transgender Pride CC, Inc.

Profit & Loss

October 2021 through July 2022

	May 22	Jun 22	Jul 22	Oct 2021- July 2022
<b>0644 · Sound Expenses</b>				
<b>0644S · Sound Expense</b>	35,459.63	35,459.62	0.00	70,919.25
<b>0644V · Video Expense</b>	6,254.70	39,249.70	0.00	45,504.40
<b>Total 0644 · Sound Expenses</b>	<u>41,714.33</u>	<u>74,709.32</u>	<u>0.00</u>	<u>116,423.65</u>
<b>0645 · Signage Expense</b>	0.00	8,188.15	716.09	9,887.24
<b>0655 · Data Management Expense</b>	3,680.47	5,198.34	2,283.70	20,447.98
<b>0660 · Fundraising Expense</b>	0.00	4,450.00	0.00	7,692.95
<b>0690 · Interest Expense</b>	827.58	882.76	935.16	5,064.97
<b>0696 · Lodging/Hotel Expense</b>	0.00	1,100.00	6,404.85	8,748.48
<b>6700 · Reallocation Expenses</b>	0.00	0.00	20,000.00	20,000.00
<b>6800 · Fiscal Sponsee Expenses</b>				
<b>6800.19 · Contracted Services</b>	0.00	12,704.61	500.00	15,204.61
<b>6800.24 · Entertainer/Speaker Expense</b>	0.00	14,000.00	0.00	14,000.00
<b>6800.28 · Donations, Grants, Fellowships</b>	1,000.00	0.00	0.00	1,000.00
<b>Total 6800 · Fiscal Sponsee Expenses</b>	<u>1,000.00</u>	<u>26,704.61</u>	<u>500.00</u>	<u>30,204.61</u>
<b>Total Expense</b>	<u>441,669.43</u>	<u>1,596,249.98</u>	<u>248,751.13</u>	<u>2,918,593.05</u>
<b>Net Ordinary Income</b>	<u>-67,218.85</u>	<u>-208,147.66</u>	<u>102,630.72</u>	<u>-283,305.36</u>
<b>Net Income</b>	<u><u>-67,218.85</u></u>	<u><u>-208,147.66</u></u>	<u><u>102,630.72</u></u>	<u><u>-283,305.36</u></u>

# SF PRIDE

## Policies & Procedures Committee

### Draft Review Cycle

Policies & Procedures Annual Review											
Quarter I			Quarter II			Quarter III			Quarter IV		
Members Review			Board Review			Members Review			Board Review		
Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Committee edits and tracks changes; Member feedback collected; Committee reviews feedback and recommends to Board			Board reviews draft amendments, vets any updates and possibly takes action			Committee edits and tracks changes; Member feedback collected; Committee reviews feedback and recommends to Board			Board reviews draft amendments, vets any updates and possibly takes action		

### Draft Review Timeline

Time of Year	Policy & Procedure
Fall 2022	Follow-up: Policy Section D (membership)
Spring 2023	Follow-up: Policy Section E (event program)
Fall 2023	Policy A
Spring 2024	Policy B
Fall 2024	Policy C
Spring 2025	Policy D, E, F
Fall 2025	Policy G, H
Spring 2026	Articles of Incorporation & Bylaws

***NOTE:** SF Pride Board Policies or Procedures may be reviewed and possibly updated outside of the proposed revision cycle and timeline with consensus from the Board at a Board Meeting.*



# SF PRIDE

## Policies & Procedures

### DRAFT Proposal – Overview of Policy & Procedure Groupings

*According to Articles 5 and 6 of the Bylaws, any amendments to the Articles of Incorporation and Bylaws (A.01 and A.02) require a supermajority of at least 2/3 of the eligible voting members attending the Annual General Meeting (AGM), including notification to the members regarding the proposed amendments no less than 20 days prior to the date of the AGM (SF Pride Bylaws: Article 5, Section 5; Article 12, Section 3)*

### **Policy A.01 Articles of Incorporation & Policy A.02 Bylaws (Part I) – 10 pages**

#### Articles of Incorporation

#### Bylaws, Articles 1 through 5

- Article 1. Offices
- Article 2. Fiscal Year
- Article 3. Membership
- Article 4. Membership Rights
- Article 5. Member Meetings and Voting

### **Policy A.02 Bylaws (Part II) – 11 pages**

#### Bylaws, Articles 6 through 12

- Article 6. Board of Directors
- Article 7. Committees
- Article 8. Officers
- Article 9. Prohibited Transactions
- Article 10. Indemnification & Insurance
- Article 11. Grants Administration
- Article 12. Miscellaneous

## ADDITIONAL POLICIES

### **Policy Section A – 36 pages**

- A.03 Standing Rules
  - A.04 Mission Statement
  - A.05 Objective & Goals
  - A.06 Committee Structure
  - A.07 Tertiary Rules Relating to the Nominating Committee
  - A.08 Co-Chair Job Descriptions
  - A.09 Board Agreement
  - A.10 Non-Discrimination Policy
  - A.11 Procedures for Nominating & Electing Directors
  - A.12 Officer Election Procedures
  - A.13 Rules Relating to the Conduct & Powers of the Executive Committee
  - A.14 Delegate Policy
  - A.15 Twinning Policy
  - A.16 Community Event Attendance Policy
  - A.17 Membership of Other Umbrella Pride Organizations Policy
  - A.18 Endorsements Policy
  - A.19 Board Removal Procedures
  - A.20 Community Advisory Board
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### **Policy Section B – 26 pages**

- B.01 Code of Conduct
  - B.02 Conflicts of Interest Policy
  - B.03 Disciplinary Action & Grievance Policy
  - B.04 Promises Policy
  - B.05 Policy of Confidentiality
  - B.06 Board Responsibilities Policy
  - B.07 Corporate Participation Policy
  - B.08 Meetings Behavior Policy
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### **Policy Section C – 26 pages**

- C.01 Basic Financial Procedures
- C.02 Financial Protocol
- C.03 Board/Staff Expense Policy
- C.04 General Guidelines for Filling Out Expense Vouchers
- C.05 Fiscal Agent Policy
- C.06 Bidding & Proposals Report Dated 12/01/97
- C.07a Financial Responsibilities Policy
- C.07b Financial Accounting Policy and Procedure
- C.08 Entertainment Compensation Policy
- C.09 Loans Policy
- C.10 Grants Guidelines
- C.11 Operating Reserve Fund Policy

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**Policy Section D – 3 pages**

- D.01 Becoming a Member
- D.02 Procedures for Dealing with the Receipt & Processing of Membership Application Forms
- D.03 Membership Renewal Procedures

**Policy Section E – 9 pages**

- E.01 Main Stage Entertainment Policy
- E.02 Main Stage Speaker Topic Selection Policy
- E.03 Event Standards
- E.04 SF Pride Grand Marshall/Pink Brick Award Policies
- E.05 Event Conduct Policy
- E.06 Parade Line-Up Policy

**Policy Section F – 3 pages**

- F.01 Alumni Policy (or is this F02?)
- F.03 Whistleblower Protection Policy

**Policy Section G – 5 pages**

- G.01 Media Comment & Public Speaking Policy
- G.02 Email Policy
- G.03 Decision Making Outside Board Meetings Policy
- G.04 Internal Communications Policy

**Policy Section H – 11 pages**

- H.01 Key/Keycard Policy
- H.02 Key/Keycard Holder Agreement
- H.03 Letterhead Policy
- H.04 Professional Advisor & Business Card Policy
- H.05 Document Destruction and Retention Policy