

Approved: FILE

Minutes of the BACLF Meeting of July 20, 2018

Meeting called to order: 12:40 pm

Present at the meeting: Carlos Villareal, Andi, Biren, Nancy Lowenthal on the phone, Cary Gold for all but first vote, Jay Kim, and Deepa Varma on the phone.

1. It was moved by Andi and seconded by Nancy that we approve the minutes of April 6, 2018, 2018, including the incorporated written waiver of notice and approvals of email votes taken prior to that meeting. Passed.
2. It was moved by Carlos and seconded by Cary that the NLG's request for funds in the total amount of \$4480 for 2nd^t Quarter 2018 be granted. Passed. Carlos reiterated grant requirements to Jay.
3. Susan's signature is still missing on meeting waiver forms and the Conflict of Interest Policy Declaration of No Conflict. Andi will send her the forms again.
4. Susan's difficulty in getting to the meetings was discussed and it was decided we would hold the next meeting at 5:30 pm to see if that makes any difference in her ability to attend.
5. The TU's request from May 29th is still pending since she has not put in the required language for a grant. Nancy sent her the language again at the end of the meeting.
6. Carlos went through the Budget, Profit and Loss Statement and Balance Sheet. Several questions were raised and the following decisions were made: Carlos will either change the Miscellaneous Revenue that is actually just a transfer of funds from BACLF's Union Bank account into a Transfer or add a note that it is a transfer and not income; Carlos and Deepa will make sure that the rent is now up to date; Deepa is paid in arrears; and Cary will back up Carlos in terms of knowing passwords and being able to access data in WAVE.
7. Motion to hire Stephanie Daniels as bookkeeper is TABLED again. This may come up by email vote before the next meeting.
8. We think, although Susan needs to confirm, that the Arts Commission's requirements for a grant to BACLF based on TU's application on behalf of the Anti-Eviction Mapping Project have all been met. We don't think the grant has been received. Susan will monitor if it comes through.
9. NLG's application to the SF Foundation for an Equity Grant of \$75,000 over two years has not been approved yet. Monitor to be appointed if it comes through.