

DRAFT

AMENDED

MINUTES

January 11, 2021

The Meeting was called to order at 12:32 pm. Attendees were Board Members Andi Biren, Alexis Beach, Terry Koch, Eihway Su and Nancy Lowenthal.

1. The Minutes of the Regular Meeting of October 16, 2020 were approved by consensus. All interim email votes were confirmed including the motion to release \$49,516.27 to the NLG-SF.

2. Terry Koch moved, and Nancy Lowenthal seconded, a motion to name new Board Officers as follows:

Andi Biren, President;

Terry Koch, Treasurer; and

Alexis Beach, Secretary.

The motion passed.

Terry agreed to update the O&D insurance policy to reflect the new Officers.

Nancy Lowenthal agreed to check whether we need to update the list of Officers with the California Attorney General and/or Secretary of State, and to share the results of her research with Eihway Su.

3. Terry Koch moved, and Nancy Lowenthal seconded, a motion to add Alexis Beach as signatory on the Board's bank accounts. The motion passed. Terry Koch will be removed as signatory on the bank accounts once Alexis has been added.

4. Discussion re how to handle emails sent to contact@BACLF.org that have been going to Andi Biren. Eihway Su will arrange for these emails to now go to Alexis Beach, with a copy to Terry Koch.

5. Terry Koch reported on the finances. The draft budget was reviewed; Terry agreed to make some corrections and send it out via email for action by the Board.

6. Discussion of the status of the Accessible Business Entry project.

7. Report on the building condition, new lock, other concerns during the pandemic. It was agreed that Carissa Clay, the new Capp Street building manager, would arrange for changing the lock on the gate. There was also a discussion concerning the location of the checkbook for the Capp Street Coop, who has access to it, and who are signatories.

8. New Matters. Eihway Su withdrew a motion she had made prior to the meeting regarding disbursement of funds to the TU. Andi Biren moved, and Nancy Lowenthal seconded, a motion to release to the TU \$8232.66 (quarterly disbursement of \$3531 and \$4701.66 in donations). The motion passed. Nancy Lowenthal agreed to check with Brittany at NLG-SF about posting minutes of past BACLF meetings.

The meeting adjourned at 1:37 pm.

The next meeting will be on March 15, 2021 at 12:30 pm.

*These minutes have been amended by virtue of the motion unanimously adopted at the meeting on March 15, 2021.