

Minutes for BACLF Meeting of July 21, 2022

Attendees: Andi, Brian, Eihway, Carissa, Will, Terry

Andi presided. Eihway took notes.

1. Approval of Minutes of the Meeting of April 28, 2022, and confirmation of email motions that were regarding: 1) 2nd quarter grant to SFTU of \$ \$7335.33; and 2) 2nd quarter grant to NLGSF of \$ \$9979.89 .

Minutes approved.

Both TU and NLG requested the above. Grants approved.

2. Welcome to Brian McComas, new NLG representative Board member. Welcome to William Clements, new SFTU Board member.
3. Brian explains his proposal for funding law students' work at 558 Capp St.

PAN office will be vacated. Proposal to have law students ("Legal Workers' Office") to use that space with rent paid by Brian as long as students work for a certain number of hours per month for NLG. Can in addition work for Brian at \$30/hr. Rent is currently \$350/mo. Would remain a subtenant of NLG but a charitable donation to NLG for tax purposes. Brian is offering \$6,000/yr. Separate fee for building coop. No keys for the students. Brian will monitor the students. No set timeline but trying for 8/15/22 since law school starts then. Hoping to start a student chapter of NLG.

NLG discussing now.

July 30 law student potluck during the day.

4. Financials: Questions? Should we request a clawback from NLG (from our late last year supplementary grant of \$25,000) of \$10,000 to fix windows? Reasoning: The supplement was to prevent layoffs but personnel costs were down significantly without layoffs so that money was not used for that purpose.
Only 1 co. in SF repairs wood frame windows and they said the south-facing window frames are rotting and need replacing. Brian's window had fallen out. He said the windows are OK if they aren't opened, but when opened they start rotting.

Proposed: BACLF requests from NLG the return of \$10,000 from the \$25,000 grant that was from the end of 2021 that had been for the purpose of staff retention.

Passed. 1 Abstention. Andi will communicate this request to Camilo, new NLG ExecDir.

Terry will resend 990 and fix the attachment.

NLG's funds are good but fundraising is lagging mostly due to lack of ED.

5. Carissa is staying on as building manager, coming in one day a week. How do we want to deal with BACLF mail? Gardener seems unnecessary at the moment.

Toilet should be replaced upstairs. Maybe causing wobbling. Wood doesn't feel soft but handyman recommends plumber to replace toilet. Andi gave Carissa a recommendation for plumber. Will start process for contacting plumber.

Carissa will mail BACLF mail to Terry.

Eihway reported weeds in entrance stairs, entrance area, going to basement and driveway. Concern especially for ADA compliance for stairs. Carissa will weed next week and a couple of times a month. Andi will bring blow torch and use Round-Up if necessary.

Carissa will look into handrail on left side for entrance stairs. It is already a problem not having one.

Andi has been contacting the reasonable accommodation specialist we've been working with (Arnold Lerner) about what's happening every month and he keeps putting us off. It needs to be done or an exemption by the end of this year. No railing needed except for the stairs. Need rail on upper stairs to the front door, also.

Carissa will look into railing cost and installation cost for both sets of stairs.

6. Construction next door is finally starting.

August is supposed to start concrete demolition, hammering and wall. They only let us know a couple of days before. Stops around 3p.

7. Motions (based on written requests) for grants to TU and NLG.

Noted in #1.

8. New matters

Got business license and certificate of liability.

9. Review of calendar for upcoming meetings, filings, etc. (liability insurance, business license)

10. Next meeting 8/31/22 12:30p.

11. Adjourn