

September 7, 2022 Meeting

(rev'd 10/3/22)

Meeting called to order over Zoom @ 12:30pm. In attendance: Andi Biren, Terry Koch, Eihway Su, Brian McComas, Will Clements, Nancy Lowenthal, and Carissa Clay.

1. Plumbing.
 - a. Carissa will contact JK Plumbing to get the invoice for the recent upstairs toilet repair so that NLG can reimburse BACLF.
 - b. A 3" pipe outside the building (used water) is leaking. Brian has shut off the water until it can be repaired.
2. Minutes. Andi moves to approve the minutes from the July 21, 2022 meeting and the August 19, 2022 meeting. Both sets of minutes are approved.
3. Accessible Business Entry (ABE) Projects. Andi will contact Arnie to see if he's heard from any bidders. Carissa will contact Ken O'Sullivan to get estimates for the three tiers of work. (It is Ken's opinion that the tree root on the CMC side of the building has nothing to do with the porch sinking.)
4. Grants. Andi had a conversation with Regina Dick-Endrizzi at the City of San Francisco regarding the City's grant program for ABE projects. According to Dick-Endrizzi, there are some non-profits not taking steps to comply with ABE requirements, but they are organizations that admit the public by appointment only. Eihway stated that SFTU accepts walk-in clients, and therefore whatever exception/exemption may apply to the other entities would not be available to BACLF.
5. Monies due from the NLG-SFBA.
 - a. We want reimbursement from the NLG for \$1700 for repair of the second floor toilet. When we get the invoice from JK Plumbing (see #1, above), Terry will request NLG to remit the \$1700.
 - b. We want re-payment of \$10,000 of the \$20,000 grant we made at the end of 2021 (the grant was not used for staff as intended). Terry reported that the last meeting of the NLG Finance Committee did not take this up, but that the next meeting is at the end of September. Terry agrees to pursue this matter with Camilo Perez-Bustillo, the new Executive Director.
6. Insurance. Andi asks Terry to remind Pembroke, our insurance broker, to send us the invoice in a timely fashion.

7. Finances. Terry reported that we currently have about \$60,000 in the bank (including our reserves and the tenants' \$3000 security deposits for use of the basement).

8. New Matters. Brian reported that that he has signed the lease for the space previously occupied by PAN (now, the "legal worker office"). The lease provides that any law student, legal worker, community organizer, or even members of the NLG can coordinate with Brian's Office to use the "legal worker office" for work for either Brian's Office or the NLG.

Next meeting. Thursday, October 20 at 1:00 pm, 558 Capp Street.

Respectfully submitted,

Nancy Lowenthal, Board Secretary