

**UUSS BOARD OF TRUSTEES MEETING**  
October 26, 2017 7:00 - 9:30pm  
**MINUTES**

Meeting convened at 7:00 pm.

Present: Margaret Wilcox, Kathy Bernard, Lucy Bunch, Carl Crain, Denis Edgren, Carl Gardner, Gordon Gerwig, Roger Jones, Roger Olson, Victoria Owens, Sally White  
Guests: Sandra Navarro, Abby Rosenblum, Irwin Rosenblum, Karen Hirsch, Sarah Turner, Joseph Turner

Consent Agenda

- September BOT minutes approved without comment
- Approved response to September 12 letter from Ted's Web Discussion Group

Appointment of Annika Lawson as Youth Trustee

- Motion to approve: Sally White, second: Carl Crain
- Unanimously approved
- Term expires 7/1/2018

Governance & Leadership Topic

- Reading from Bud Swank presented by Margaret Wilcox

Board Policy re: HP products used by UUSS

- Reviewed Summary of Board Actions composed by Margaret Wilcox and Roger Jones
- Agreed to insert the words "limited in scope" into document's description of the Board policy.
- Summary statement will serve as a clarification for the congregation
- Motion to approve Summary: Sally White
- Second: Carl Gardner
- Unanimously approved
- Statement to be posted on website with minutes and Margaret will include it in next (December) Unigram

Discussion of Policy on Dogs

Policy requested by Membership Committee:

**Dogs in the UUSS Sanctuary on Sundays**

1. All service dogs and emotional support dogs are allowed in the sanctuary during Sunday services if on leash and well managed.
2. Verification of certification is not required.
3. Owners must remove any dog that is aggressive or noisy

Motion to approve: Denis Edgren

Second: Sally White

- Policy approved with no changes

- BOT will set policy - implementation guidelines up to Membership Committee

### Treasurer's report

- See attached UUSS Treasurer's Report for September 2017.

### Highlights:

- **Actual Income** = \$52,325. **Budgeted Income** = \$54,592. Actual income was \$2,267 less than projected. Pledge income was \$34 more than budgeted.
  - YTD income = \$177,499; YTD budgeted income = \$163,775. Income is 108% of budgeted.
- **Expenses** = \$52,269. **Budgeted** = \$55,617. Actual expenses were \$3,348 less than projected.
  - Utilities were \$456 more than budgeted; YTD \$1,310 more than budgeted.
  - YTD expenses = \$178,344; YTD budgeted expenses = \$172,535. Expenses are 103% of budgeted.
- **Net Income** = negative \$1,010. Budgeted net income was negative \$2,055.
  - YTD Property Use Revenue was \$5,682 less than budgeted
  - YTD Pledge revenue was \$18,059 more than budgeted.
  - YTD non-pledged contributions & plate \$3,606 more than budgeted.
- **Fiscal YTD:** UUSS has a deficit of \$4,321; budget projection of a \$11,851 deficit.

### Long Range Planning

- Retreat planning going very smoothly
- Scheduling listening sessions for after retreat
- Planning group is well organized

### Committee Substantive Issues

#### APMT

- Have applied for permits for parking lot lights
- Poles ordered, will order fixtures when permits approved
- Looking for gasket to soundproof new library door
- Three or four campus maps to be erected

#### Stewardship

- Janet Lopes & Susan Lange have agreed to be co-chairs
- Janet recruiting committee members

### Minister Reports

Rev. Dr. Roger Jones - see attached Senior Minister's report

- 150 yr anniversary fundraising will mean putting off the next capital campaign for several years
- Going to fund raise for a new patio cover unless the Long Range Planning session leads to a new capital campaign
- APMT discussing new patio cover
  - Rough budget of \$120,000 - no specs yet
  - Concerns about design - will cover hold the weight of solar panels?
  - APMT got presentations from two solar companies

Rev. Lucy Bunch

- A lot of interest in Beloved Conversations
- 80 people signed up for Spiritual Deepening Circles
- St Marks Methodist wants to collaborate with UUSS on anti-racism work
- UUSS Should be seen as a place that makes justice -we want to be a force for healing in the world
- Sacramento Bee may do a story on UUSS' 150<sup>th</sup> anniversary

#### Board business

- a. Meet Your Board Forums
  - No interest in leading
  - May not be much congregational interest
  - Forum idea tabled
- b. Communication Facilitator position
  - Position listed in Constitution and Bylaws
  - Per Colene, no longer any need for position
  - Congregation is more skilled at communicating and reducing conflict
  - **Review team will look into removing description of position during the current review of the UUSS Constitution and Bylaws**
- c. Additional Business: Kathy Bernard
  - Kathy is the UUSS representative to SACT Committee on Homelessness
  - SACT hopes to build a permanent shelter that will border the Woodlake neighborhood district. Member of the congregation lives in Woodlake neighborhood - member is very disturbed, actively opposes the possibility of homeless shelter being built nearby
  - Kathy wonders if her participation in SACT - and attendance at meeting with local governmental officials - indicates that UUSS supports SACT plans, but we all do not. Kathy is asking for direction - what is her role? To represent the congregation? Gather information?
  - Lucy: UUSS shouldn't be barred from involvement because it might upset some congregation members. She asked Kathy to learn what is going on with SACT and bring the information back. She did not mean for Kathy's presence to represent UUSS support
  - Lucy to involve Program Council and discuss the issue with her ministerial colleagues
  - Kathy will talk to others on SACT committee about their relationships with their congregations

#### Closing

- Adjournment at 8:43 pm  
Motion: Sally White  
Second: Carl Gardner

Note: Margaret will not be here for December BOT meeting. Denis will chair.

## UUSS Treasurer's Report – September 2017 (Final) October 11, 2017

### A. September 30, 2017 Income and Expense Statement

**1 – Actual Income** = \$52,325. **Budgeted Income** = \$54,592. Actual income was \$2,267 less than projected. Pledge income was \$34 more than budgeted.

YTD income = \$177,499; YTD budgeted income = \$163,775. Income is 108% of budgeted.

**2 – Expenses** = \$52,269. **Budgeted** = \$55,617. Actual expenses were \$3,348 less than projected.

Utilities were \$456 more than budgeted; YTD \$1,310 more than budgeted.

YTD expenses = \$178,344; YTD budgeted expenses = \$172,535. Expenses are 103% of budgeted.

**3 – Net Income** = negative \$1,010. Budgeted net income was negative \$2,055.

YTD Property Use Revenue was \$5,682 less than budgeted and YTD Pledge revenue was \$18,059 more than budgeted. YTD non-pledged contributions & plate \$3,606 more than budgeted.

**4 – Fiscal YTD:** UUSS has a deficit of \$4,321; budget projection of a \$11,851 deficit.

### B. Budget Highlights and Concerns:

- Cash flow (ability to pay bills) issue is not a concern at this time, as the operating account has \$122,579 —we are budgeted to spend an average of \$58,408 each month.

### C. Pledge Income Report: September receipts = \$42,093; Budget = \$42,058.

YTD pledge receipts = **\$144,234**; YTD budget = **\$126,175**. Pledge receipts are 114% of budgeted.

### D. Finance Committee Update:

Finance Committee received financial reports via email on October 6<sup>th</sup>.

### E. September 30, 2017 Balance Sheet (Total Assets: \$730,973, –\$2,793).

**Oper. Fund (01):** \$122,579, – \$1,355 (Reserve Fund \$56,333; current liabilities \$32,729; Cash Flow Reserves \$33,267, –\$1,075).

**Temp. Restricted Fund (02):** \$37,286 (Betty Ch'maj, \$34,307).

**Endowment Trust (03):** \$401,257, +\$3,093. Loan was added as both an asset and liability.

**Property and Equipment Fund (04):** \$130,327 (Capital Outlay \$72,865; Heritage Fund \$57,463).

**Building Fund (05):** \$39,524 (Building Fund \$34,468, –\$5,360; Cap Campaign Support Fund \$5,056).

**Five Star Bank loan:** \$506,225, –\$1,065 (\$3,433/mo. & \$41,200/year; currently at 5.25% principal & interest). Rate will adjust to Prime + 2% in November 2020.

**Endowment Trust loan:** \$310,740 (\$777/quarter and \$3,107/year; 1% interest-only).

### F. Miscellaneous/standing items:

1. Finance Committee met on October 11<sup>th</sup> and reviewed the September 2017 numbers.
2. Balance sheet reviewed for initial funding (“seed money”) of parking lot lighting (\$60,000, Heritage Fund) and patio cover (\$120,000, Building Fund).

Senior Minister's Report to the Board of Trustees  
Board Meeting of October 26, 2017

Unitarian Universalist Society of Sacramento  
Celebrating 150 Years in Sacramento in 2018

**Long-range Planning Session October 28—Force for the Future**

Here we go! I appreciate the work of the LRP team and am excited for the visit of our UUA colleagues, Sarah and Tandi. Having 100 folks registered is pretty good, though I am sorry we have not received any request for child care by younger families. I hope some of them might attend a Listening Session.

**Social Action**

As you know, Rev. Lucy has been at a PICO training for clergy, by the invitation of Sacramento ACT. Refugee Support Team will be deciding how many families it can plan for UUSS to support this year.

Following a conversation I facilitated (with Margaret) in September among some Jewish UUSS members and members who are part of **UUs for Justice in the Middle East** (UUJME) and the September Board discussion, I suggested wording about the HP Boycott to President Margaret for your consideration. I attended the second night of a series of book discussions with UUJME (*On Anti-Semitism*, published by Jewish Voice for Peace, JVP). Three Jewish participants came from JVP but no Jewish UUs from UUSS.

We had a strong showing by current, former (and future?) trustees in the Oct. 15 service on **Beloved Conversations (a UU series on racism)**; Rev. Lucy is recruiting folks to participate and has recruited two UUSS facilitators. We'll do this again with the UU Church of Davis. A Friday night/Saturday retreat (Feb. 2-3) kicks it off, then 10 Saturday morning workshops through May.

*UUSS Interfaith Earth Justice* hosted a great **interfaith event on climate change**, with a good turnout, and a stirring explanation of the theological contributions of UUism to the environmental justice cause.

Youth Trustee Annika Lawson has obtained FRST approval to conduct her high school senior project at UUSS (among other places), which is to **solicit donations of feminine hygiene products and diapers** for the women and children living in the shelters of St. John's Program for Real Change. Starts soon!

**Denominational and Interfaith Involvement**

Along with RE Coordinator Miranda Massa and RE leader Alecia Sanchez, I attended the Pot of Gold RE conference in Oakland. We have tentatively offered **UUSS as the host site for Pot of Gold 2018** (Saturday, September 29, 2018); this would be exciting but it will take volunteer help with food and sign-in table, etc. We are pretty hospitable at UUSS—and we have a parking lot!

Folks were charmed by the sermon given by the visiting **Transylvanian Unitarian minister**, Rev. Emese Bodor. Thanks to Keith Atwater, who facilitated a forum with her while I attended a meeting. In the Unigram is my idea of having her back to lead a Unitarian Communion on an evening—probably winter or spring, held at UUSS and co-sponsored with UU Church of Davis. She'd love to come back.

Lucy and I went to the fall meeting of the **Pacific Central UU Ministers Association**; she is the treasurer.

I was asked to **teach a seminary course** on church administration for Starr King School for the Ministry (SKSM) in the spring semester. I will be in Berkeley 13 Monday mornings (Jan. 29-April 30). I also have participated in recent months in “portfolio review” meetings with seminarians at SKSM and Pacific School of Religion and their faculty mentors (to evaluate, affirm and ask about progress). Rev. Lucy has been asked to serve as the mentor to a seminarian from SKSM as part of the UUMA’s Ministerial Formation Network. Last year, of course, she mentored our ministerial intern.

### **Fund Raising for Parking Lot and Patio Awning Cover--Update**

Tina Stidman and I are fired up to organize folks to raise funds for new lighting and wiring for the main parking lot, a large awning to enable us to use the patio in hot sun and in the rainy months, and perhaps even a new, permeable parking lot if we raise enough. Goal \$150,000 to \$250, 000.

However, I had lunch with Bud Swank, our 2012 Capital Campaign Consultant Tuesday (two days before his back surgery) and described my idea. (He’s working with the UUs of San Mateo, which kicked off its campaign for \$1.5 million and has raised over \$2 million in commitments!) I asked him for feedback. He said as a rule of thumb **when you have a campaign, 75-80% of your total amount comes in the first 10-12 gifts. Hence, he suggests starting with a handful of people and asking if they would like to commit \$25,000 to this vision before we ask the congregation in general.** He thinks the money is available. He said you should never start by asking for smaller amounts of money, as most people will not offer more than you ask, but if you ask too high they will tell you, and will say how much they are prepared to give.

One more consideration: He affirms the idea of using our sesquicentennial year for a modest fundraising project and he believes the money is here to be successful. Yet in having a small campaign now we’d likely be deferring our next larger (\$1 million or more) campaign for 4-5 years. If we do not do this modest campaign, we should begin ramping up to do another large campaign in two years.

Thoughts?

### **Associate Minister Calling Process**

It will be interesting to see if the idea and inspiration for calling Lucy bubbles up in the Long-Range Planning process. If not, we should plan on addressing it early next fall. As I said last month, it is an important step in our life as a congregation to make this commitment to a minister who has accomplished so much in growth, vitality, and staff performance. In addition, she would be the first full-time settled woman minister at UUSS in 150 years of existence. In the upcoming budget cycle, I hope that the Board can still **look at the UUA guidelines for associate ministry positions** for a church of our size. I found a summary document from 2011 by Rev. Doug Kraft noting that the congregation had voted by 75% a few years earlier to have a second called minister funded at the associate minister level. (That was part of discussions about calling me as Associate.)

### **Minister Emeritus Vote**

I contacted Doug Kraft Sunday evening to let him know of the overwhelming vote. He was gratified! We are continuing in conversations with the Rev. Dr. Gretchen Woods, who is drafting a covenant for us.

Yours in service, Roger Jones

Ted's Web Discussion Group  
UUSS  
October 26, 2017

The Board of Trustees has received your letter of September 12 requesting a formal, structured training program on anti-racism. This topic is of concern to many in our congregation, and we appreciate that the Ted's Web group has been actively engaged in this as well.

As you may be aware, there are others at UUSS who are working on these issues. This includes the leadership provided by our existing Racial Justice group that strives to educate UUSS members, build awareness, and encourage participation in local anti-racism meetings and events such as those offered through Showing Up for Racial Justice. Details are on our website at [racialjustice@uuss.org](mailto:racialjustice@uuss.org).

The Board would encourage you to continue your work on this issue and to connect with and support others at UUSS, including our ministers, who are also engaged in that work.

As Board members, our role is to establish policies and guidelines, along with overseeing properties, business affairs, and committees. We trust the leaders of our program groups and activities, including our Social Justice initiatives, to identify and work on issues needing our attention that are consistent with our mission.