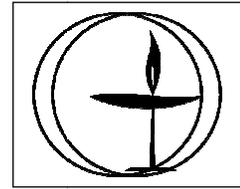


**UUSS Board of Trustees  
(Final) Meeting Minutes, July 25, 2019  
Approved August 22, 2019**



1. Welcome: Sally White
  - a. Introduce Guest: David Navarro
  - b. Members present: Kathy Bernard, Denis Edgren, David Harlow, Roger Olson, Victoria Owens, Sandra Navarro, Marilyn Reynolds, Joseph Turner, Sally White
  - c. Ministerial Student present: Sangye Hawke
2. Chalice Lighting and Centering: Joseph Turner

3. Consent Agenda

- a. Minutes of the June 27, 2019 meeting were approved as written.

4. Fund Reserve Ratio and Year-End Results: Denis Edgren and Victoria Owens

The Treasurer's Report for June 2019 and Fiscal Year Final Report (combined in one document) was distributed and discussed. At its next meeting, the Finance Committee will formulate a recommendation for the Board concerning the year-end surplus.

5. Committee Substantive Issues: Committee Liaisons

- a. Program Council – Joseph Turner

The Program Council is updating the list of groups which it oversees, reviewing its role as regards the budgets of various groups, and reviewing its responsibilities. PC retreat is scheduled.

- b. APMC – Roger Olson

Sacramento County is reviewing the patio cover plans regarding fire and safety. Wall-mounted first aid kits and AED defibrillator have been purchased. A congregational survey has identified 40 individuals who are either certified for first aid and CPR or who wish to be. The date of the first aid and CPR training at UUSS is August 24. The cost will be covered for UUSS staff. The cost for non-staff is \$60 per person. The date of Chaplain Mindi Russell's security training for invited participants is September 7. The associated vulnerability assessment report is expected on August 14. The committee is reviewing options for federal and/or state grant funding.

- c. Stewardship – David Harlow

At the recent UUSS activity fair, four people expressed interest in volunteering to assist with the stewardship campaign. Members of the Stewardship Committee have agreed to continue to serve on the upcoming campaign. While a Chair (Co-chairs?) for the upcoming campaign has not been named, the pool of chairs from the past 15 years and the pool of new church members, may be good sources of candidates. Formalized stewardship campaign procedures are now in place.

6. Minister Reports

- a. Rev. Dr. Roger Jones (not present)
- b. Rev. Lucy Bunch (written report received)

7. Board Business: Sally White

- a. Employees Handbook update from Denis Edgren was tabled until the August meeting.
- b. Strategic Plan  
The five-year UUSS Strategic Plan (approved at the May 2018 Congregation Meeting) will help guide the Board's policy decisions.  
An example involves UUSS's "community partners." The FY 2019-2020 nomination process will include reference to the UUSS Strategic Plan. Community partners selected by the congregation will be offered increased opportunity for involvement and engagement with the congregation. Sandra Navarro will draft a request to members of the congregation to nominate community partner candidates for the ballot (Congregational meeting, October 20) that align with the UUSS Strategic Plan. The nomination form will be updated to include reference to the Strategic Plan.
- c. Board Retreat (August 10, 8:15 a.m. – 1:15 p.m., home of Sandra and David Navarro)  
Sally White distributed the proposed agenda. Sandra Navarro will coordinate the potluck breakfast and lunch plans.
- d. Youth Representative  
Sally White will meet with Miranda Massa (Religious Education Coordinator) in September to discuss the opportunity for a youth representative to sit on the Board.

8. 2019-20 Chalice Lighting/Centering and Closing: now complete

9. Next meetings:

- a. Executive Board Meeting (teleconference), 8/12/2019, 5:45 p.m.
- b. Board Meeting, 8/22/2019, 7:00 p.m.

10. Closing: Joseph Turner

11. Motion to Adjourn: David Harlow                      Seconded by Kathy Bernard

12. Meeting Adjourned: 8:45 p.m.

Sandra S. Navarro  
UUSS Board of Trustees, Secretary