

UUSS BOARD OF TRUSTEES MEETING

Thursday, February 27, 2020, 7:00 p.m., Library

Minutes (Approved 3/26/2020)



Attending: Rev. Lucy Bunch, Hally Cahssai, Denis Edgren, Rev. Roger Jones, Sandra Navarro, Roger Olson, Victoria Owens, Marilyn Reynolds

1. Welcome: Sally White
 - a. Established quorum
 - b. Introduced guests: Jim Eastman, Sangye Hawke
2. Chalice Lighting and Centering: Rev. Lucy Bunch
3. Consent Agenda
 - a. Minutes of the January meeting were approved as submitted.
4. Treasurer's Report: Victoria Owens

Victoria reported that the UUSS year to date net gain is \$30,065, compared to the \$34,460 loss that was budgeted. As of January 31, UUSS was \$64,525 ahead of budget.

Roger Olson moved (Denis Edgren seconded) that year-end appeal undesignated funds be applied 80% to the mortgage (Five Star Bank loan) and 20% to the loan from the Endowment Trust.

This motion was passed.
5. Committee Substantive Issues
 - a. Program Council: Marilyn Reynolds, Liaison

Rev. Roger Jones and Rev. Lucy Bunch reported that the Pathways brochure is under revision in the style of "rack cards." Social justice is emerging as a strong theme within UUSS. The Program Council will donate a basket to the UUSS auction. The UUSS activity fair will take place in the fall.
 - b. APMC (Administration and Property Management): Roger Olson, Liaison
 1. The contractor for the UUSS patio construction has ordered materials and supplies. Construction is targeted for March 16-27.
 2. "Blast film" was installed on windows and doors around the Welcome Hall, on the library window and on the door and window in the office.
 3. A nighttime "lighting survey" identified dim and dark areas around the RE building. Installation of additional exterior lighting should take into consideration Family Promise's use of the RE building.

- c. Stewardship: David Harlow, Liaison
Jim Eastman reported (David Harlow was absent) that approximately 340 campaign envelopes had been prepared and mailed. \$54,000 pledges have already been received from members of the Stewardship, FRSC, Nominating Committee, and Program Council. This shows a strong commitment of church leadership at the beginning of the campaign. Jim distributed pledge cards to members of the Board of Trustees.
- d. FRSC (Fundraising Strategy Committee): Kathy Bernard, Liaison
Victoria stated (Kathy Bernard was absent) that FRSC recommended that the undesignated funds from the end-of-year giving be applied 80% to the mortgage and 20% to the loan from the Endowment Trust.
- e. Nominating: Hally Cahssai, Liaison
Hally shared the names of nominees for the Board of Trustees. Bios and photos of nominees will be included in the *Unigram*. The Nominating Committee was unaware that the Board of Trustees' Secretary position will be on the ballot. The ballot must also include as several Endowment Trustee and Nominating Committee positions.

6. Minister Reports

- a. Rev. Dr. Roger Jones
Rev. Roger Jones recommended funding for two part-time Sunday positions (a compensated Lead Advisor position in each Youth Group (JHYG and SHYG). He also recommends expanding the Music Director's position by three hours per week.
- b. Rev. Lucy Bunch
Rev. Lucy Bunch reported that it is important and necessary to shift the UUSS computer tech person from contractor to staff. The new California law about private contractors requires UUSS to make this change.

7. Board Business: Sally White

- a. Strategic Plan update (leadership development; communications)
Several more members have been added to the communications group, and "beta testers" have been identified for new communication methods and practices.
- b. Master Plan discussion
This is on hold.
- c. Draft budget for FY 2020-2021
Victoria Owens and the Finance Committee created a draft budget which was discussed. The Finance Committee will further refine the draft budget.
- d. Safety Committee
Sandra Navarro moved (Victoria Owens seconded) that a permanent UUSS Congregational Safety Committee be established, effective March 1, 2020. This motion was passed.

Sandra Navarro moved (Hally Cahssai seconded) that the Congregational Safety Task Force be disbanded, effective February 29, 2020.

This motion was passed.

Roger Olson distributed a packet of materials. The packet included a report entitled "Progress & Status of the Congregational Safety Task Force," draft charter for the Congregational Safety Committee, list of Safety Committee members, "Unitarian Universalist Society of Sacramento Congregational Safety Policies," and a fencing proposal.

This material will be discussed at the March meeting of the Board of Trustees.

e. Planning for May 17th Congregational Meeting

Sandra Navarro distributed (by earlier email and paper copies at the meeting) information on planning for the UUSS congregational meeting, May 17.

The Executive Board will create a list of congregational meeting agenda items (at the Executive Board's meeting, March 9).

f. Add: planning for COVID-19 (coronavirus)

This is on hold.

8. Next Meetings:

a. Executive Board Meeting (online conference call): Monday, March 9 at 5:15 p.m.

b. Board Meeting: Thursday, March 26 at UUSS Library, 7:00 p.m.; Sandra Navarro to provide chalice lighting and centering

9. Closing: Rev. Lucy Bunch

Thank you for a thoughtful reading.

10. Meeting Adjournment (9:50 p.m.)