

**UJSS BOARD OF TRUSTEES MEETING**  
Thursday, January 22, 2026, 6:30 p.m., in person and via Zoom  
**MINUTES**



In Person: Andy Cramer, Janet Lopes, Virginia Owens, Fred Pannek, Mathew Espinosa-Castro, Rev. Dr. Roger Jones, Rev. Lucy Bunch

Via Zoom: Carl Crain, Patty Innes, Dawn Huebner

Not Attending: Emily Moran-Vogt, Sophia McKean

6:32 Welcome to Board and guests/Establish Quorum: Andy  
Chalice Lighting and Centering: **Carl**

6:34 Consent Agenda

- December minutes approved.

6:35 **Board Business**

1. Staffing Plan – Board recommendation, Stewardship

Andy reported on the status of the Staffing Plan Task force, and the request from the Stewardship Committee to comment on the pending pledge letters. Andy clarified the annual staff compensation process and estimated expense for the next fiscal year. Fred reported that the Stewardship Committee has set a 10% overall pledge increase for the next fiscal year, to fund the following:

- Compensate our staff and ministers fairly and sustainably.
- Launch a new Member Engagement ministry to better connect our community.
- Expand our capacity for social justice in the wider world.

The consensus of the Board was to affirm this language.

*(Subsequent to the meeting, upon further discussion between the ministers and Andy, the second bullet was changed to “Launch a Newcomer and Member Engagement ministry to better connect our community.” Andy notified the Annual Pledge Drive chairs of this change.)*

2. SJCC Alignment

Andy presented that currently the SJCC reports to both the Board and Program Council and for various reasons it makes sense to have the SJCC report to the Board. The Board did not have objections to this change; however, the decision was deferred to the February Board meeting to receive input on the matter from the Program Council. Lucy identified the need for better communication between the Program Council and the SJCC, and Andy suggested that the SJCC request the Program Council to appoint a liaison to the SJCC. Dawn noted that the Caring Committee does not appear on the Organizational Chart, and after discussion it was suggested that Ministry Programs be added to the Organizational Chart, and the Caring Committee would fall into this category.

3. Board Goals

Andy reviewed the updated Board Goal spreadsheet, included in these minutes. Highlights include Website Task Force on plan; Staffing Task Force is formalizing its findings, and a task force will be formed to work on the facilities master plan update. Leadership development was discussed and Andy noted that this was a

Program Council responsibility. Mat suggested that Leadership Development might be better aligned with the duties of the Nominating Committee. Andy reported that the Nominating Committee suggested the need of paper ballots for Congregation Meeting elections. The Board did not find this was necessary at this time.

### **7:25 Task Force Updates**

#### **1. Website Replacement – Mathew**

Mat reported that the task force had finalized an RFP but had questions regarding a style guide. The UUA is in the process of developing a new style guide which is not yet completed. Mat will reach out to determine when we could receive style guide information from the UUA.

#### **2. Safety Committee – Patty**

Patty reported that four members have shown interest in serving on the Safety Committee: John McMillan, Karen Smith, Mark Sabin, Monica Miller. The task force will move forward to vet the candidates.

### **7:40 Administrative Report – Rev. Lucy Bunch**

Lucy reported that building rentals remain remarkably high, and UUSS is becoming an extremely popular location for social justice group events and memorial services. Lucy reported that staff have completed our application for property tax exemption and that a staff member has come off our health insurance which will reduce the staff insurance cost. Lucy announced a shift in staff duties: Crystal Fountain will maintain the Breeze directory, and Kayla has assumed responsibility for the calendar, which continues to improve.

### **7:48 Treasurer's Report – Victoria Owens**

Victoria submitted a written report included in these minutes. Victoria reports that everything is fine. Victoria stated that we had closed an older account from River City Bank. Lucy requested that Victoria set a deadline for the Program Council to submit a 2026/2027 budget request.

### **7:53 Ministers' Reports – Rev. Roger Jones / Rev. Lucy Bunch**

The ministers provided a written report, which is included in these minutes.

### **7:57 Committee Substantive Issues**

#### **a. Program Council, Mathew**

Mat stated that work revising the Pathways materials is ongoing. Program Council will review and update the calendar of programs.

#### **b. APMC (Administration and Property Management), Fred**

Fred reported that the Dutch Door in the kitchen is set to begin once the contractor receives a signed contract. Fred reported that Back Flow Pipes near Sierra Blvd were stolen. Replacement will cost approximately \$6,000. In addition, we will install a locked fence around the new Back Flow Pipes.

#### **c. FRST (Fundraising Strategy), Dawn**

Dawn provided a written report, included in these minutes.

#### **d. Nominating Committee, Emily**

Andy stated that via email, Emily had reported that the Nominating Committee has begun tabling on Sunday mornings and has begun their work.

e. Social Justice Coordinating Council, Andy

Andy provided a written report, included in these minutes.

f. UUA and PWR, Janet

Janet has begun outreach for GA delegates. Roger reported that PWR staff advised that there are sufficient funds to support a Chalice Grant, and we will move forward in preparing a grant request. Janet volunteered to be the main liaison with the PWR event committee. Additional members will be needed to facilitate the assembly.

8:15 Recap board decisions from January BOT for February Monthly Leadership Update: Carl

- Outreach for Safety Committee members
- PWR Assembly – volunteers needed (assembly@uuss.org)
- Midyear Finance update

8:20 Closing: Carl

8:25 Meeting adjourned

Board Events	Date
Recruit - GA Delegates	1/1/2026
Budget/Review of contracts, letter of intent	3/1/2026
Stewardship Campaign	3/1/2026
Spring Congregational Meeting	5/17/2026

MONTH	OPEN/CLOSE	LEADERSHIP NEWSLETTER
JULY	ANDY CRAMER	DAWN HUEBNER
AUGUST	PATTY INNES	PATTY INNES
SEPTEMBER	JANET LOPES	JANET LOPES
OCTOBER	MATTHEW ESPINOSA-CASTRO	MATTHEW ESPINOSA-CASTRO
NOVEMBER	FRED PANNEK	FRED PANNEK
DECEMBER	EMILY MORAN-VOGT	EMILY MORAN-VOGT
JANUARY	CARL CRAIN	CARL CRAIN
<b>FEBRUARY</b>	<b>PATTY INNES</b>	<b>PATTY INNES</b>
MARCH	DAWN HUEBNER	DAWN HUEBNER
APRIL	FRED PANNEK	FRED PANNEK
MAY	MATTHEW ESPINOSA-CASTRO	MATTHEW ESPINOSA-CASTRO
JUNE	EMILY MORAN-VOGT	EMILY MORAN-VOGT

January 21, 2025

## UUSS Treasurer's Report for the month of December 2025

UUSS continues to do very well in this fiscal year. As of December 31, UUSS had an annual net gain of \$115,815, a surplus over the budget of \$68,936, or 147%.

### A. FISCAL YEAR YEAR-TO-DATE NET INCOME

Our year-to-date revenue as of December 31 was \$565,273, \$71,787 (15%) over budget. Expenses were \$449,458, \$2,851 (1%) less than budgeted.

All income and expenses are aligned with or were better than the budgeted amounts. No anomalies noted.

- Memorial Wall donations were \$32,873 as of December 31.

### B. December Highlights

December revenue was 59% over budget, while expenses were 5% over budget. This resulted in a month-end net gain of \$29,648, \$34,211 more than the \$4,563 loss budgeted.

- Pledge income was up sharply in December, almost \$30,000 more than the budget. This was probably due to December being the end of the tax year. The increase in pledge income was the main driver of December's large net gain.

### C. Reserves

As shown below, the operating fund balance as of December 31 was \$340,173. The UUSS Reserve Ratio is 61%.

### D. Balance Sheet (Total Assets: \$2,612,431)

#### 1. Operating Fund (Fund 01): December 31 balance \$340,173

- **The Operating Fund is used for the standard income and expenses of UUSS.** This fund contains includes the Reserve Fund, valued at \$116,568. The Reserve Fund is money UUSS has set aside for emergency situations.

#### 2. Temporarily Restricted (Fund 02): December 31 balance \$506,550

- **The Temporarily Restricted Fund is used to hold any one-time donations or collections to be used for a specific purpose.** It also includes Bequests (balance \$331,043) and the Heritage Fund (balance \$91,231). Bequests and the Heritage Fund contain bequests and other undesignated but non-recurring donations.

#### 3. Endowment Trust (Fund 03): December 31 balance \$464,945.

- **The Endowment Trust was created for members to donate for the long-term benefit of UUSS. It gives out a portion of its funds each year as grants for projects benefitting UUSS.**
- The building loan from the Endowment Trust to UUSS (balance of \$259,976) is both an asset for the Endowment and a liability for UUSS. It is a 1% interest-only loan. Payments are \$2,600 per year. The current loan term is July 1, 2025 to June 30, 2035.

#### 4. Property and Equipment (Fund 04): December 31 balance \$1,300,763

- **The Property and Equipment Fund accounts for all UUSS property, including the building and land.** This fund includes both the land and building (book value \$1,231,698) and the Capital Outlay Fund (\$67,487). The Capital Outlay fund is used to hold money designated for use in capital projects at UUSS.

*UUSS Ministers' Report to the Board and Program Council ~ January 22, 2026*

Generosity: Memorial Wall mosaic fundraising met our \$35,000 goal thanks to 94 givers, helped by an anonymous donor's matching \$5,000 and an end-of-year-donations email. The end-of-year appeal also brought in 11 gifts to the Ministers' Discretionary Fund. The holiday giving appeal generated 61 identifiable separate gifts (total was \$5,115; average gift \$82; range \$5 to \$300). Range of gifts was based on each staff person's position (hours per week): \$100 to \$900.

This update is based on our goals for the year.

**Membership Management: Work with volunteers and staff to enrich engagement for newcomers and integration of new members.**

Lucy and Roger hosted the second session of Meet the Ministers with Sophia McKean attending and Crystal Fountain supporting; about 20 newcomers attended.

Monthly Exploring UUism and Newcomer Orientations continue to have attendance of 10 or more per session. Lucy plans another new member UU Journey class in Feb - 12 people have signed up. This class is for new members or active newcomers who have not been in a UU congregation before. The Newcomers Ambassadors program will relaunch this month with 6 ambassadors who will help newcomers navigate the congregation and get connected.

Three of our seven Soul Matters groups opened to new members in January. Six people joined, mostly newcomers.

**Social Justice: Mobilize our congregation for advocacy work at the city and county level related to housing and homelessness.**

As you will hear from Andy Cramer and Rev. Lucy, our participation in SacACT protest advocacy for unhoused neighbors has been taking place at Tuesday City Council meetings.

Today (Thursday) is the fourth monthly noon protest and multi-faith prayer vigil for the dignity and safety of immigrant and refugee neighbors held by Sacramento ACT; Rev. Roger has been participating and many UUSS members attending (Moss Building, 650 Capitol Mall).

Many UU and other faith leaders are heading now to the Twin Cities in response to a call to support the residents demonstrating legally against the presence of 3,000-armed ICE agents, who have been abducting neighbors of color and assaulting protestors with chemicals (as well as deadly force). Our Refugee Support Team will send an email to their 100-person email list with ways that all of us can [standwithminnesota.org](https://standwithminnesota.org). The Refugee Support Team leaders will join NorCal Resist for community partner forum at noon on Sunday, Feb. 22.

The Justice and Equity Team (JET) has drafted an excellent executive summary of the 2025 survey of the congregation and received feedback from the ministers and BoT and PC liaisons.

The UU people of color organization, DRUUMM-California, will hold its first statewide retreat in the Central Valley from Jan. 30-Feb. 1 at the UU Church of Davis; some UUSS folks will go.

## **Strengthen our commitment to families; build connections across the generations.**

Religious Education has begun the after-church series of Our Whole Lives for K-grade 3.

We have received a few applications for the vacancy in the nursery and will interview two or three of them in order to hire new childcare provider in early February.

Upcoming Family Ministry events include a potluck dinner on Friday, Feb. 6, at 5:30 and watching the opening ceremonies of the 2026 Winter Olympics together after the meal.

Women's retreat is set for Feb 6-8 – 42 women of all ages attending, including several newcomers. The theme is Claiming Your Warrior Spirit.

## **Denominational Contributions**

**Internship--** Sophia McKean created and began a three-Wednesday Adult Enrichment course on covenant and community on Jan. 14 (19 attended) but had to postpone this week due to illness. Sophia will go to Chicago next week for in-person courses before doing rest of the spring semester on Zoom. Roger took an online training course for adjunct faculty (internship supervisors) regarding harassment laws and educational privacy laws.

As our BoT liaison Janet Lopes reports, the UUA Pacific Western Region's Assembly to be held at USS April 10-12, 2026. Rev. Roger and Janet are working with Dirk to submit a grant to the PWR Chalice Lighters fund for a \$20,000 grant to upgrade our technology to enable a flawless virtual experience for all remote registrants.

Rev. Roger hosted a forum with Rev. Dr. Jay Atkinson on Unitarian Beginnings in 16<sup>th</sup> century Poland; they also provided info about the Pilgrimage to Poland tour they will lead (May 20-27).

Both Roger and Lucy serve in volunteer leadership positions for the UU Ministers Association at continental and/or district levels. Each one holds monthly mentoring conversations with UU ministers who hold Preliminary Fellowship with the UUA.

## **Professional and Spiritual Development**

Lucy and Roger will attend the UUMA Institute for continuing ed. in Albuquerque in the last week of January. They will be back before the Feb. 1 service, when Amanda Dewey's uncle, a UU scientist from the Harrisburg (PA) church, will give the sermon and a forum after the service.

Updates from FRST and the Memorial Wall Committee:

## **FRST**

- Annette (Chair of FRST) is going to Stewardship Meetings, at their request
- Members of FRST are writing thank-you notes to Memorial Wall donors
- Roger reported on end-of-year appeals (for staff gifts and to capture end of tax year donations)

## **Memorial Wall**

- Committee will meet with mosaic artist in the next few weeks to see revised drawings
- Moving forward with decision-making about plaques - material, shape, color, etc.
- Money for art portion of wall has been fully raised (double-check with Lucy on this)
- Arrangements for land survey are underway (Fred can report on this)

SJCC met in January and worked on revisions to the Charter. Those present felt that the alignment of SJCC made more sense under the Board on the Org Chart than under the Board and the Program Council as it is currently shown.

The group developed actions to respond to the hate crime death of Alvin Prasad in late 2025.

The Community Partner for February will be NorCal Resist instead of Creation District (that was the Christmas Eve service recipient of the offering).

Pink Haven is supporting the first Kin that have relocated to Sacramento, They are reaching out to the Davis congregation to determine if they would like to join this effort.

Our collaboration with Sac ACT continues with an action at City Council meetings in January to advocate for our unhoused neighbors and monthly immigration prayer vigils/protests. The forum after the service on January 18 with Tere Flores Onofre was well attended.

JET is preparing a summary of the survey results, and a team will be meeting soon to discuss the path forward.

**Board of Trustee Goals for 2025-2026: CHALLENGING BUT ACHIEVABLE**

<b>Goals</b>	<b>Detail</b>	<b>Schedule</b>	<b>Actions</b>	<b>Status (1/22/2026)</b>
1. Replace the website software, and revise the content and organization as appropriate	<ul style="list-style-type: none"> <li>- Consider our brand and visibility in the community</li> <li>- Coordinate with PC</li> </ul>	<ul style="list-style-type: none"> <li>- Sept 2025 through May 2026</li> </ul>	<ul style="list-style-type: none"> <li>- Form a task force to focus on this goal</li> <li>- Identify and procure a consultant to perform technical tasks</li> </ul>	<ul style="list-style-type: none"> <li>- Task force has been formed.</li> <li>- RFP for consultant has been prepared.</li> </ul>
2. Implement key aspects of the Strategic Plan	<ul style="list-style-type: none"> <li>- Develop a 5+ year staffing plan</li> <li>- Revise the Facility Master Plan</li> <li>- Support efforts to develop cong. leaders</li> <li>- Coordinate these efforts with PC</li> </ul>	<ul style="list-style-type: none"> <li>- Oct 2025 through Jan 2026 for staffing plan</li> <li>- Start Facility Master Plan update in early 2026</li> </ul>	<ul style="list-style-type: none"> <li>- Form a task force to develop the staffing plan</li> <li>- Talk with consultants and develop rough scope for Facility Master Plan update</li> </ul>	<ul style="list-style-type: none"> <li>- Task force has been formed, first meeting Oct 30.</li> <li>- Task Force has reported back to the board with 4 areas for additional staff support.</li> </ul>
3. Evaluate overall progress in implementing the Strategic Plan	<ul style="list-style-type: none"> <li>- Coordinate with PC</li> <li>- Assessment of goals and objectives</li> <li>- Clarify inputs</li> </ul>	<ul style="list-style-type: none"> <li>- March through May 2026</li> </ul>	<ul style="list-style-type: none"> <li>- Report out at May 2026 Congregational Meeting</li> </ul>	<ul style="list-style-type: none"> <li>-</li> </ul>
<b>Other Tasks for the Year</b>				
a. Re-establish the Safety Committee	<ul style="list-style-type: none"> <li>- Develop member vetting procedures</li> <li>- Recruit members</li> </ul>	<ul style="list-style-type: none"> <li>- Sep 2025 through Dec 2025</li> </ul>	<ul style="list-style-type: none"> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Task Force has developed draft procedures (Oct 25)</li> <li>- Recruiting members for the re-established committee.</li> </ul>
b. Prepare for the Fall 2025 Congregational Meeting		<ul style="list-style-type: none"> <li>- Sep – Oct 2025</li> </ul>	<ul style="list-style-type: none"> <li>- Initiate at Sep 2025 Exec Committee mtg</li> </ul>	<ul style="list-style-type: none"> <li>- Complete</li> </ul>
c. Prepare for the Spring 2026 Congregational Meeting		<ul style="list-style-type: none"> <li>- Mar – May 2026</li> </ul>		<ul style="list-style-type: none"> <li>- Consider a paper or on-line ballot</li> </ul>
d. Develop a budget for 2026-2027	<ul style="list-style-type: none"> <li>- Initiated by Finance Committee</li> <li>- Coordinate with Stewardship Committee</li> </ul>	<ul style="list-style-type: none"> <li>- Jan – April 2026</li> </ul>		
e. Evaluate the ministers relative to their goals for the church year		<ul style="list-style-type: none"> <li>- May – Jun 2026</li> </ul>		

