

## UUSS BOARD OF TRUSTEES MEETING

Thursday, February 26, 2026, 6:30 p.m., in person and **via Zoom**

### MINUTES



In Person: Andy Cramer, Janet Lopes, Fred Pannek, Patty Innes, Rev. Dr. Roger Jones, Sophia McKean

On Zoom: Victoria Owens, Emily Moran-Vogt, Mathew Espinosa-Castro, Carl Crain

Not Attending: Dawn Huebner, Rev. Lucy Bunch

Guest: Lue Bishop, Stewardship Committee Co-Chair

6:40 Welcome to Board and guests/Establish Quorum: Andy  
Chalice Lighting and Centering: **Patty**

6:43 Consent Agenda

- January Minutes Approved

6:45 Lue Bishop – Stewardship Committee

Lue updated the Board on the details of the Annual Pledge drive and urged Board members to pledge early, and pledge often!

6:54 Board Business

1. SJCC Alignment

Andy reported on the issues relating to having the SJCC report directly to the Board rather than to both the Board and the Program Council. Andy reported that the Program Council had been notified, and the PC had no objection. Andy restated the request that the SJCC request a Program Council liaison to ensure smooth communication between the SJCC and PC. The Board approved the SJCC reporting to the Board.

2. Board Goal Review

- Space usage relative to the Strategic Plan

Andy led a discussion regarding the facilities master plan and space usage. The current facilities master plan was developed in 2010/2011 and outlined expansion of the RE building. As a first step, Andy proposed that the Board work with a consultant to provide a cost assessment of renovating the RE building or constructing a new building. Janet identified Jeff Gold, a member of the UUCM, as the architect that develop our facilities master plan.

- Ministerial / congregation assessment

Andy reported on a PWR seminar he attended focused on ministerial evaluation. Andy and Roger provided insight into the last ministerial evaluation process, which was completed in **2022**, and named Anara Guard, Mary Howard, and Dave Dawson as the members that led the evaluation team. Board members discussed the need to identify performance criteria to be evaluated, and evaluation processes. Board members discussed ways in which the general congregation could participate in the evaluation process. Andy suggested that the Board authorize a Ministerial Evaluation Task Force to determine the evaluation process and develop a timeline. The Board approved the creation of the task force, and Andy, Mathew and Patty volunteered to serve along with congregants to be determined.

#### 7:45 Task Force Updates

##### 1. Safety Committee – Patty

Patty reported that applicants for the Safety Committee have been vetted and approved. The Safety Committee members are Er John McMillan, Karen Smith, Karen Sparrow, Eric Gudz, Mark Sabin. Patty serves as the Board liaison and Roger as the ministerial support. The first meeting of the Safety Committee will be held on March 1, 2026. Andy expressed the Board's gratitude to Patty for her diligence and persistence in developing the committee.

##### 2. Website Replacement – Mathew

Mathew reported that the new UUA web style guide was still in development and expected to be released in April 2026. The task force has decided to delay releasing the RFP to vendors until at least May, after UUA guidelines are received and reviewed. Mathew reported that in the interim, the task force was focusing on developing a new UUSS logo, which will be used extensively throughout the new website.

#### 8:00 Treasurer's Report – Victoria Owens

Victoria has submitted a written report, which is included in the minutes. Victoria stated that "we are doing fine – everything is good." Victoria reported that she is developing the 2026/2027 budget and will have a polished version ready to present at the April Board Meeting. In response to Andy's inquiry, Victoria stated that the budget is being developed assuming a 10% YOY increase in pledge amount, and includes salary and expense for an additional half-time staff member.

#### 8:10 Ministers' Reports – Rev. Roger Jones / Rev. Lucy Bunch

Rev. Lucy had submitted a written report, which is included in the minutes. Andy asked Roger and Janet for an update on the PWR Regional Assembly planning. Roger and Janet confirmed that the Chalice Fund Grant proposal, to cover the costs of WIFI enhancement to the RE building, was completed and would be submitted. The required work in the RE building is scheduled to begin on March 15 and is estimated to be completed in three days. As the Chalice Fund Grant request will not be voted on until after March 15, and funds from the grant would be received until after the RA, a motion was made to authorize that the cost of the WIFI enhancements be paid from the Capital Outlay Fund, up to \$21,000, with or without approval of our Chalice Fund grant request. The Board approved the motion.

#### 8:23 Committee Substantive Issues, if needed

##### a. Program Council, Mathew

Mathew reported that the PC is still seeking a new Soup Sunday coordinator(s), and that the PC was considering forming a Soup Sunday committee with members responsible for various aspects of Soup Sunday as an alternative solution. Sophia advised that the PC had a couple of interested UUSS members for such a committee. Mathew reported that PC has not made further progress on a revised Pathways brochure.

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

Fred reported that a roofing company, after inspection of our roof, suggested that the leak just inside the sanctuary entrance was due to an HVAC issue.

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

##### d. Nominating Committee, Emily

Emily reported that the committee has candidates for most positions but is continuing their work.

e. Social Justice Coordinating Council, Andy

f. UUA and PWR, Janet

Janet submitted a written report on PWR RA planning which is included in the minutes. Janet reported that maintaining communication between PWR and UUSS teams is stressful. Janet reported that UUA/GA planning would continue after the PWR RA.

8:30 Administrative Report – Rev. Lucy Bunch

Roger relayed information from Lucy, that staff has completed the annual UUA verification. UUSS has verified 397 members, compared to 374 members the previous year, and that UUSS RE serves 70-75 children. Andy added that total membership plus pledging friends total 500.

8:34 Recap board decisions from February BOT for March Monthly Leadership Update: Patty

- Stewardship message
- Nominating Committee update
- PWR update

8:37 Closing: Patty

8:38 Meeting adjourned

Board Events	Date
Recruit - GA Delegates	1/1/2026
Budget/Review of contracts, letter of intent	3/1/2026
Stewardship Campaign	3/15/2026
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
FEBRUARY	PATTY INNES	PATTY INNES
<b>MARCH</b>	<b>DAWN HUEBNER</b>	<b>DAWN HUEBNER</b>
APRIL	FRED PANNEK	FRED PANNEK
MAY	MATTHEW ESPINOSA-CASTRO	MATTHEW ESPINOSA-CASTRO
JUNE	EMILY MORAN-VOGT	EMILY MORAN-VOGT

February 26, 2026

## **UUSS Treasurer's Report for the month of January 2026**

**UUSS finances continue to be strong. As of January 31, UUSS had an annual net gain of \$110,760, a surplus over the budget of \$67,790, or 158%.**

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

**Our year-to-date revenue as of January 31 was \$625,820, \$68,829 (12%) over budget. Expenses were \$515,061, \$1,039 (0.2%) more than budgeted. In other words, our revenues to date are better than expected and our expenses are well controlled.**

- Plate collections are particularly strong this year. Plate income is 32% over the amount budgeted, despite this year's budgeted amount being 15% higher than the budget in FY 2024-2025.
- Non-Pledged Contributions are also quite strong, which no doubt reflects the number of newcomers and new members UUSS has attracted.

No anomalies noted.

### **B. January Highlights**

January revenue was 5% under budget, and expenses were 0.5% under budget. This resulted in a month-end net loss of \$6,497, \$2,585 more than the \$3,912 loss budgeted.

- Pledge income was 13% under budget for the month of January, no doubt due to the large surge in pledge income during December.

### **C. Reserves**

The UUSS Reserve Ratio, comprised of the balances of the Reserve Fund, Heritage Fund and Bequest Fund as a percentage of UUSS annual expenses, is 61%. The Operating Fund is healthy at \$337,172.

**D. Balance Sheet (Total Assets: \$2,631,918)**

**1. Operating Fund (Fund 01): January 31 balance \$337,172**

**The Operating Fund is used for the standard income and expenses of UUSS.**

- This fund 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): January 31 balance \$508,105**

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

**3. Endowment Trust (Fund 03): January 31 balance \$494,890.**

**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): January 31 balance \$1,291,751**

**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 (\$60,858). The Capital Outlay fund is used to hold money designated for use in capital projects at UUSS.

The energy and vitality of the congregation continue to be high with many newcomers each month. Since January, 48 people have filled out a newcomer form, compared to 36 in the same period of 2025 and 25 people in 2024.

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.**

Good progress has been made on this goal, and we are seeing the results of our efforts.

The Greeters now have a packet to give to people who fill out a newcomer card. It includes invitations to the orientation and Exploring classes, along with a brochure about UUism. This is in addition to the welcome email they receive.

We launched our Newcomer Ambassador program in January reaching out to people who have come to the Newcomer Orientation to see if they would like to be assigned an ambassador. The response was lower than we anticipated, but the connections that have been made are going well. Crystal Fountain is doing a great job coordinating this program.

Eleven people participated in our recent UU Journey Class which is designed for new members who were not UU before coming to UUSS. The curriculum is designed to help people develop their UU identity and make connections with other newcomers.

On March 29 Lucy will offer a Considering Membership session by invitation to people who have been attending for several months and have completed the orientation and at least one Exploring class. We have also signed in several new members in the last six weeks.

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

It is important to note that while homelessness is the social justice focus from the strategic plan, we have increased our efforts in immigrant justice and voter engagement.

Rev. Roger continues to participate in multi-faith prayer vigils every month for the dignity and safety of immigrant and refugee neighbors held by Sacramento ACT; many UUSS members have attended as well. In February there were two held outside the Moss Federal Building: an Ash Wednesday service led by Bishop Jaime Soto and another vigil on Thursday, Feb. 26. About 50 people stayed for the forum on Feb. 22 with the Refugee Support Team and NorCal Resist.

Lucy met with the chair of the Social Justice Coordinating Council to discuss a communication strategy for advocacy work. Lucy also works with volunteers to create the Just Works email that is sent out each month. Two volunteers provide content and Kayla prepares a draft of the report.

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

Two new childcare providers have been hired and have begun work. We have found capable and talented people for these positions, to the great relief of our Religious Education Coordinator. Our current nursery staff includes Tiya (with us for two years) and Madeline and Barbara (new). A member has been working on the idea of a volunteer-led family choir (inviting RE families). The next big Family Ministry event is on Easter Sunday: an egg hunt and light buffet brunch served near the playground. All-ages Camp will take place July 31-August 2 at Camp Norge.

The Women's Retreat was a great success with 42 women of all ages attending, including several newcomers. The theme was Claiming Your Warrior Spirit, and we sure did.

### **Denominational Contributions**

Planning continues for 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 an application 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. They will submit the application next week.

From May 20-26, Rev. Roger, Rev. Dr. Jay Atkinson, and Rev. Kevin Tarsa will be leading a trip to Poland about Unitarian beginnings there. About 20 people have registered or shown interest, including one USS board member, a USS friend and his wife, and a former USS member.

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 attended the UUMA Institute for continuing education in Albuquerque in the last week of January and came back renewed and rebooted. Both learned some useful things to bring back to their ministry roles. Rev. Roger will be away March 23-30 for a UUA conference and visiting a minister friend at 4<sup>th</sup> Universalist Society of NY and will miss the B