



UUSS BOARD OF TRUSTEES MEETING

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

In Person: Andy Cramer, Janet Lopes, Victoria Owens, Fred Pannek, Patty Innes, Dawn Huebner, Rev. Lucy Bunch

Via Zoom: Carl Crain, Emily Moran- Vogt, Mathew Espinsa-Castro, Sophia McKean

Not Attending: Rev. Dr. Roger Jones

6:32 Meeting called to order by Andy, Dawn presented the greeting and chalice lighting.

6:34 February Minutes approved.

6:35 Board Business

1. Board Goal review.

- Space usage relative to the Strategic Plan – Facilities Update

Andy reported on his conversation with Jeff Gold, the architect that developed the current facilities master plan, in regards cost analysis of renovation -vs- new construction.

- Ministerial / congregation assessment

Andy reported that the Ministerial Assessment task force (Andy, Mathew, Patty and Marion Randall) met and reviewed the last ministerial evaluation process. This information is available in Dropbox. The task force will meet again on April 6th.

- Congregational Meeting

The Board reviewed an agenda for the May 17, 2026, Congregational Meeting. Emily reported that the Nominating Committee would like to see a formal balloting process adopted. The Board concluded no action was necessary at this time.

7:11 Task Force Updates

1. Safety Committee – Patty

Patty reported that the new Safety Committee met on March 1, 2026, and that Pat Hofmaster will become the fifth member of the committee.

2. Website Replacement – Mathew

Mathew reported that the task force has approved a Plan B should the UUA not release the new template guidelines in April. The task force has selected the template used by Cedar Lane UU Congregation, Bethesda, Maryland: <https://cedarlane.org/> Mathew shared that the task force had begun developing a new UUSS logo, to be used on the website. The Board members commented on the logo and the task force will provide revised ideas at the April board meeting.

7:30 Administrative Report – Rev. Lucy Bunch

Lucy reported on changes in the cost of property insurance and reviewed the retirement plan for staff members. Lucy shared with the Board the outstanding performance of Debrah Olsen, UUSS Bookkeeper. Lucy reported that building rental activity continues to grow. Lucy stated that the upcoming PWR Assembly will require additional responsibilities of staff including Dirk and the tech staff.

7:40 Treasurer’s Report – Victoria Owens

Victoria reported that everything is fine and discussed the monthly fluctuations of pledge income. Victoria submitted a written report which is included in these minutes.

7:51 Ministers’ Reports –Rev. Lucy Bunch

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

7:53 Committee Substantive Issues, if needed

a. Program Council, Mathew

Mathew reported that the Program Council is ready to roll out the Affinity Ribbon program. In addition, Mathew noted that the Program Council has not progressed on the revision of the Pathways brochures.

b. APMC (Administration and Property Management), Fred

Lucy reported that the volunteer BAGM (Building and Ground Maintenance) team would be working three days a week in preparation for the PWR Assembly.

c. FRST (Fundraising Strategy), Dawn

Dawn submitted a written report, included in these minutes.

d. Nominating Committee, Emily

Emily reported that the Nominating Committee had a complete slate of candidates which will be presented to the congregation prior to the May 17, 2026, Congregational Meeting.

e. Social Justice Coordinating Council, Andy

Andy submitted a written report, included in these minutes.

f. UUA and PWR, Janet

Janet submitted a written report, included in these minutes. Janet reported on the progress of WIFI upgrades in the RE building for the upcoming PWR Assembly and on the status of UUSS volunteers for the assembly.

8:10 Recap board decisions from February BOT for March Monthly Leadership Update: **Dawn**

8:12 Closing: Dawn

8:15 Meeting adjourned

Board Events	Date
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
MARCH	DAWN HUEBNER	DAWN HUEBNER
APRIL	FRED PANNEK	FRED PANNEK
MAY	MATTHEW ESPINOSA-CASTRO	MATTHEW ESPINOSA-CASTRO
JUNE	EMILY MORAN-VOGT	EMILY MORAN-VOGT

UUSS Treasurer's Report for the month of February 2026

UUSS finances continue to be strong. As of February 28, UUSS had an year-to-date net gain of \$97,171, a surplus over the budget of \$58,113, or 149%. It is typical for UUSS monthly revenues to decrease in the spring, so while UUSS should continue to have a surplus, it is unlikely to be this large.

A. FISCAL YEAR YEAR-TO-DATE NET INCOME

Our year-to-date revenue as of February 28 was \$677,124, 9% over budget. Expenses were \$579,9531, 0.3% less than budgeted. Year to date, our revenues are better than expected and our expenses are well controlled.

- Pledges and non-pledged revenues continue to be strong this year.
- Plate collections are also quite robust, at 133% of budget This has allowed us to contribute an average of \$4,250 to our community partners each month.

No anomalies noted.

B. February Highlights

February revenue was 19% under budget, and expenses were 4% under budget.

This resulted in a month-end net loss of \$13,411, \$9,495 more than the \$3,916 loss budgeted.

- Pledge income was 25% under budget for the month of February, which is common in the spring.
- Expenses for February continue in line with the budget. No anomalies noted.

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 \$322,709.

D. Balance Sheet (Total Assets: \$2,589,231)

1. Operating Fund (Fund 01): February 28 balance \$322,709

The Operating Fund is used for the standard income and expenses of UUSS. It includes the Reserve Fund (balance \$116,568). The Reserve Fund is money UUSS has set aside for emergency situations.

2. Temporarily Restricted (Fund 02): February 28 balance \$487,076

The Temporarily Restricted Fund is used to hold any one-time donations and collections to be used for a specific purpose. This includes Bequests (balance \$331,043) and the Heritage Fund (balance \$91,281).

3. Endowment Trust (Fund 03): February 28 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): February 28 balance \$1,284,556

The Property and Equipment Fund accounts for all UUSS property, including the building and land. This fund contains the land and building (book value \$1,231,698) and the Capital Outlay Fund (balance \$53,663).

UUSS Ministers' Report to the Board and Program Council ~

March 2026 (Lucy report since Roger is away)

The pledge drive is off and running. Of note – 26 new pledges from people who are new to our community! We must be doing something right!

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.

Minister's confession: (Lucy) The idea of a staff person dedicated to membership support has my heart aflutter! So much possibility to enhance our programs. I am hopeful this will come to pass, if not this year then the next.

Eleven people have joined the congregation since January, 29 people since July 1 of last year. On March 29 Lucy will offer a Considering Membership session with 16 people signed up.

It is gratifying to see the results of our efforts to nurture newcomers.

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

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. About 100 people participate each month, including several from UUSS.

Several UUSS justice leaders attended a SAC ACT funding raising event on Sunday March 22. Our own Meg Gunderson received a leadership award for her work on organizing our community, and others, to advocate for housing bills at the state legislature. Her work continues this year with several UUSS folks participating.

Our work with Community partners continues to strengthen under the leadership of Fred Panneck. Starting in April we will be featuring the Community partner each month in an article in our Justice Works email.

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

We are gearing up for the big Family Ministry event on Easter Sunday: an egg hunt and light buffet brunch served near the playground. The Easter Bunny will make an energetic appearance. The egg hunt is quite the event – don't be late, it doesn't last long.

Denominational Contributions

Planning continues for the UUA Pacific Western Region's Assembly to be held at UUSS April 10-12, 2026. We received funding from the PWR Chalice Lighters fund for a \$20,000 grant to upgrade our technology to enable a flawless virtual experience for all remote registrants. The project to re-wire the RE building is complete and we now have full internet in all rooms with minimal disconnect! The staff are busy ordering equipment and planning installation.

Lucy has been invited to join the Good Offices Right Relationship Team of the UU Minister's Association. Their work is to help with conflict between ministers and congregations. Training starts next month.

Professional and Spiritual Development

Rev. Roger will be away March 23-30 for a UUA conference and visiting a minister friend at 4th Universalist Society of NY and will miss the Board meeting.

Rev Lucy will at a UU minister's retreat April 7-9 and then on study leave April 13-20.

A big part of Lucy's spiritual development is an annual silent retreat that she leads with 3 other UU ministers. You can come too! It's August 16-21 in Rancho Palos Verde. Check out the website <http://www.spiritrestretreat.com/> About 15 USSS members have attended over the 8 years that Lucy has led this retreat.

Here is a summary of FRST activity since our last meeting:

1. Reviewed timeline for Pledge Drive (known by the Board, so I won't repeat it here)
2. Discussed Memorial Wall progress. The project is proceeding on schedule, moving toward the actual building of the wall (later this spring) followed by installation of the mosaic river. The team has decided that once we are underway, although plaques will be available for purchase throughout the year, they will be added to the wall just once a year, likely around the Honoring Our Dead service (end of October). We will wait until the wall is up - and the mosaic river has been unveiled - to start selling plaques this year. We will fully inform the congregation about how to buy a plaque, and will table before/after services for a few weeks when we are ready for sales to begin. The mosaic artist will be making (ceramic) plaques (perhaps 200 to start, so we have plenty to use over time), and arranging to have them inscribed each year (with name of person being remembered, birth year and year of death).
3. Legacy-giving letters didn't go out this year. We discussed revising the time-line for sending the letters, and decided that sending them in September, near the start of each church year, made more sense than having them go out in January.
4. Discussed the Recognition Tree, including the need to update it, and the possibility of having Andy (as Board President) or one of the ministers say something in the upcoming congregational meeting about legacy giving and the giving book. Roger said he would bring this up at the Exec Committee meeting preceding the March Board meeting.

SJCC Report

- a fundraiser (for a not yet defined social justice group) Peter Paul and Mary cover group sing-a-long is being planned for July

- state level lobbying has started for 2026 in coordination with Sac ACT and PICO. Bills will be over a broader range of topics than previous years. The PICO state wide convention was held 3/24 in Sacramento. Several UUs attended.

- JET is still working on a plan to distribute and discuss the survey results. This will likely happen in tandem with a Sunday service.

- we will be gathering UUs at the No Kings protest on 3/28. A sign making workshop was held earlier this month

