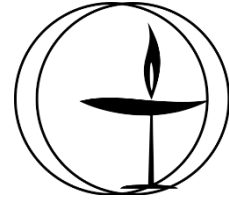


UJSS BOARD OF TRUSTEES MEETING

Thursday, April 23, 2026, 6:30 p.m., in person and **via Zoom**
MINUTES



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

Via Zoom: Carl Crain, Emily Moran-Vogt, Mathew Espinosa-Castro

Not Attending: Dawn Huebner

6:34 Welcome to Board and guests/Establish Quorum: Andy
 Chalice Lighting and Centering: Fred

6:42 March Board Meeting minutes approved.

6:44 Board Business

1. Master Plan update

- Andy reported that he had spoken with Jeff Gold and received a referral to a architect planner David Mogavero, whom Andy will contact.

2. Congregational Meeting

- Fred reviewed the agenda and discussed the ways to message the agenda and October 2025 Congregational Meeting minutes to the congregation. Fred stated that he will contact Dirk regarding the audio/visual needs for the meeting. Andy instructed that the SJCC (Karen Gunderson) be added to the agenda. Andy reviewed the topics he will include in the president's report. Janet and Emily volunteered to confirm a Quorum. Janet will monitor Zoom activity during the meeting. Emily volunteered to use the portable microphone as members ask questions during the meeting.

3. 2026/2027 Budget Review

- Victoria provided a proposed budget, which is included in these minutes. Victoria stated that she had presented the proposed budget to the Finance Committee which has recommended approval of the budget. The budget shows a 6% increase over the 2025/2026 budget. The total income is a 7% increase over 2025/2026 budget. Victoria answered questions from Board members. Victoria discussed the compensation portion of the budget. Andy provided additional information regarding the compensation plan. Victoria reported that the budget included compensation for a Newcomer and New Member Engagement Coordinator. Victoria reviewed the expense budget. A motion that the Board recommend that the congregation vote to approve the budget was presented and received a second. The Board approved the motion.

4. PWR Assembly Review

- The Board expressed our gratitude to Janet Lopes (via cheesecake) for her diligence and hard work in support of the successful PWR Assembly! Janet asked for the Board's reaction and impressions of the event. On behalf of the Board, Janet will be sending expressions of gratitude to members that worked to make the Assembly a success.

5. UUA General Assembly

- Roger provided details of the upcoming GA, which is a virtual assembly. Roger discussed the two ways a delegate can register, full on or a business only. Andy asked if any Board member would become a full-on delegate. Fred offered to register as a full online delegate. Roger requested that we reach out to the congregation to become delegates.

7:46 Task Force Updates

1. Website Replacement – Mathew

- Mathew stated that the UUA now states that a new style guide should be ready in May. The task force plans to release the RFP by end of May. The task force continues to develop a new logo.

2. Ministerial Evaluation – Andy

- The task force includes Andy, Mathew, Patty and Marion Randall. Andy reviewed notes from the Minister Evaluations from 2023, and offered a template for a 2025/2026 Minister evaluation, which are included in these minutes. Andy provided detail on the proposed template. The evaluation would be based on goals that the ministers had set for the church year. The task force suggests that minister goals should be a collaborative effort between the ministers and the Board. Board members reviewed and offered questions pertaining to the proposed template. After discussion Victoria suggested that a minister evaluation be pushed to the next church year. Andy proposed that the task force continue to meet and consider today's discussions and develop the processes for next year.

8:20 Administrative Report – Rev. Lucy Bunch

- Lucy addressed the current issue with the website and advised that Dirk was in the process of debugging the recent upgrade to bring the website up. Dirk would make sure that there is Zoom access to Sunday service. Dirk is working toward hosting our site on our own servers, thus eliminating the upgrade issue.
- Lucy asked the Board to recognize the staff for all their extra effort and hard work in preparation for and execution of the PWR Assembly. Lucy identified our tech staff, and suggested the Board provide a bonus to two staff members. A motion to authorize a bonus of \$750 to two tech staff members was offered and seconded and approved by the Board.

8:30 Treasurer's Report – Victoria Owens

Victoria submitted a written report, included in these minutes. Victoria's assessment is that everything is fine! As of end of March, we are on course to have a budget surplus at the end of the fiscal year.

8:34 Ministers' Reports – Rev. Roger Jones / Rev. Lucy Bunch

The ministers submitted a written report that is included in these minutes.

8:36 Committee Substantive Issues:

a. Safety Committee – Patty

The Safety Committee has been formed, and proposed committee members: Eric Gudz, Karen Sparrow, John McMillan, Mark Sabin, Pat Hofmaster. A motion to approve these members of the Safety Committee was offered and seconded, and approved by the Board

b. Program Council, Mathew

c. APMC (Administration and Property Management), Fred

d. FRST (Fundraising Strategy), Dawn

e. Memorial Wall Committee

f. Nominating Committee, Emily

g. Social Justice Coordinating Council, Andy

• Andy discussed the program scheduled for after service on June 7th to present the results of the UUSS Pulse Survey which was taken in May of 2025.

• Fred reported that in response to the survey, the Anti Racism Committee has developed a workshop based on the *book Subtle Acts of Exclusion*. ARC is offering the first session of the workshop to lay leadership, and Fred extended the invitation to all Board members to attend. h. UUA and PWR, Janet

8:45 Recap board decisions from April BOT for May Monthly Leadership Update: Fred

- UUA General Assembly
- May Congregational Meeting, and Board recommendation of the proposed budget.
- Regional Assembly
- Stewardship update

848 Closing: Fred

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 ESPINOSACASTRO	MATTHEW ESPINOSACASTRO
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 ESPINOSACASTRO	MATTHEW ESPINOSACASTRO
JUNE	EMILY MORAN-VOGT	EMILY MORAN-VOGT

March 26, 2026, **UUSS Treasurer’s Report for the month of March 20 26**

UUSS finances continue to be strong. As of March 31, UUSS had an year-to-date net gain of \$94, 344, a surplus over the budget of \$59,849, or 173%. UUSS should continue to have a surplus at year end.

A . FISCAL YEAR YEAR-TO-DAT E NET I NCOME

Our year-to-date revenue as of March 31 was \$751, 815, 10% over budget. Expenses wer e \$657, 471, 1. 0% more 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 more than budgeted this year.
- Plate collections are also quite robust, at 137% of budget. This has allowed us to contribute an average of \$4, 365 to our community partners each month.
- Compensation and Benefits totals are exactly as budget ed. No anomalies noted.

B. March Highlights

March revenue was 14% over budget, and expenses were 13% over budget. This resulted in a month-end net loss of \$4,409, only \$154 more than the \$4,562 loss budgeted.

- Pledge income bounced back from the loss in February, at 99% of the budget.
- Expenses for March continue in line with the budget. No anomalies noted.

C. Reserves

The UUSS Reserve Ratio, comprised of the sum of 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 \$344,157.

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

1. Operating Fund (Fund 01): March 31 balance \$334,157

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): March 31 balance \$514,151

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): March 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 benefiting 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): March 31 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).

**Ministers' Evaluation - Template
2025-2026 Church Year**

Draft Example (comments are mostly made up!)

Category	Goal	Lead	Status	Comments
Membership Management				
	Work with volunteers and staff to enrich engagement for newcomers and integration of new members. Develop and continue good ways to help newcomers get connected and involved.	Rev. Lucy	In process	Actions Taken: a, b, c. Additional staff resources needed to make continued progress on this goal (as reflected Stewardship goal for 2026-2027).
Social Justice				
	1. Engage with the Social Justice Coordinating Council to mobilize our congregation for advocacy work at the city and county level related to housing and homelessness.	Rev. Lucy	In process	Initial steps completed (recruiting volunteers at Social Justice activity fair, action with Sac ACT at City Council meeting). Needs additional volunteer leadership to advance.

	2. Lead recruitment of interested volunteers to gain and promote awareness of human interdependence in two areas: a) resource conservation	Rev. Roger		Discussed with SJCC. Recruited volunteers at Social Justice activity fair. Because of increased activity around immigration, no additional actions taken. Needs additional staff and volunteer time to advance.
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	and environmental sustainability at the household and congregational level, and b) ethical consumption regarding animals and other agricultural products and advocacy to reduce avoidable suffering and species depletion.			
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	3. Work with Community Partner(s) to respond to threats to our immigrant and refugee neighbors.	Rev. Roger		
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Family Ministry and Religious Education				
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	<p>Strengthen our commitment to families with children and to building connections across the generations in the congregation. This includes integrating Soul Matters themes in RE, launching a Soul Mattersthemed ministry circle for families with children, and exploring the feasibility additional childcare hours and/or creating after-church programs (arts, service, food) to engage children, youth and adults</p>	Rev. Roger		
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	<p>while adultsonly programs are also taking place.</p>			
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Administration and Facilities				
	<p>1. Support the Board of Trustees in its goals for the year, especially its work on Goal 4 of the Strategic Plan.</p>	Rev. Lucy		

	2. Support the Stewardship Committee and Board in setting priorities for the Pledge Drive for 202627 and in raising overall contributions.	Rev. Roger		
	3. Work with the Board, FRST Committee and other volunteers to establish guidelines for a Memorial Wall and campus enhancements near it.			
	4. Engage with the Board and other volunteers to develop a new website for UUSS.	Revs. Roger and Lucy		
Denominational Contributions: Internship				
	Ensure that the ministerial internship (a first year of two, half-time) provides meaningful development opportunities for the intern and is enriching for the congregation. Weekly supervision and reflection meetings with Sophia and support of the Internship Committee	Rev. Roger		
Professional and Spiritual Development				

	Continue to receive spiritual direction or take classes, mentor newer ministers, attend UU ministers' retreats and monthly checkin meetings, UUMA Institute for a week in January.	Revs. Roger and Lucy		
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Minister Evaluations 2023

I. Process

A small task force was formed, consisting of Board president, Committee on Ministry chair, and a congregant selected by both ministers. The task force consulted the UUMA document *Fulfilling the Call* to create a framework for evaluation, and used that to construct a Google Form survey. The same survey was used for both ministers, but opened at two different times. It was confidential but not anonymous. The congregation as a whole was invited to fill it out, along with personal invitations to committee leaders, board members, and others. In addition, staff were invited to email or have individual conversations with a member of the task force.

Approximately 50 members responded to each survey, along with several staff members. The task force summarized the survey findings, illustrated with quotes. Each minister received a written summary and then met with the task force to discuss the results. A final meeting with both ministers discussed the process overall and came up with recommendations for the future.

In several instances, task force members contacted people who filled out the survey, asking for clarification of a point. The few respondents who expressed significant complaints were offered the chance for a reconciliation meeting with a minister to resolve the issues, but all declined. (In one instance, the person said they had already addressed the issue with the minister. The others felt they had already expressed themselves and had no need to do anything further.)

II. Concerns with the process

Although the vast majority of comments were positive, the survey's confidentiality seemed to encourage a few people to grouse in ways that were not helpful, could not be resolved, and could be personally painful to the ministers.

Using the same instrument for both ministers led to confusion about their separate roles and responsibilities and produced a number of unhelpful responses.

III. Recommendations for the future

Goals for future evaluations: give the congregation a chance to provide feedback; take the pulse of the congregation and share it with the ministers; keep the Strategic Plan framework in mind.

The task force considers it wise to meet annually with the ministers to provide them with constructive feedback. Rather than a full-blown survey, this could be done by a small leadership group such as the Board Executive Committee. A more extensive process might take place every five years or so, and the small group should have discretion to handle any unfair

comments or other outliers. In this process, the ministers' portfolios should be described so that those could be responded to appropriately.

The annual process could focus on *accomplishments* of the past year, *any challenges overcome*, *any concerns* that either ministers or the small group have about their performance and set a few (few!) *goals* for the coming year, along with identifying *tools or resources* needed to meet those goals.

In the summer of 2024, it would be helpful to look back at the sabbatical year and assess how it was for the congregation and the ministers.

A broader evaluation could be conducted every 3 to 5 years. Congregation leaders would be asked to complete an evaluation based on each minister's areas of responsibility as those relate to our Strategic Plan. A brief, perhaps openended, evaluation could be available to the general membership.

IV. Documentation and Archiving

The individual written reports are archived in the ministers' personnel files. The google forms and spreadsheets were deleted after use. This process document will be archived in the Board Dropbox folders.

UUSS Ministers' Report to the Board and Program Council

April 23, 2026

The pledge drive is nearly done, with 45+ new pledges over last year, average 5% increase! May is the last month for Soul Matters groups, with new ones to form in August/September. We've had good attendance at Adult Enrichment Sunday forums and weeknight classes as well as Your UU Journey. Roger is planning a four-Wednesday-night series in June. Our website was down over the weekend (not our fault and not in our control, but Dirk is pursuing a solution). Those who usually click a Zoom link at uuss.org/online to attend service could not. The Friday Message will now include alternative ways of getting to the service via Zoom as well as YouTube.

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.

Twenty-three people have joined the congregation since January, 42 people since July 1 of last year. On March 29 Lucy offered a Considering Membership session and all 15 participants joined. Good results! We will next reach out to new pledgers and assess their interest in membership.

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 public 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. The next one is April 23, today, 12 pm. They will be at 10 am on the third Wednesday each month starting in June. Roger attended a faith leader training by the national Faith in Action (of which Sac ACT is a member) on

nonviolent protest, out of which we gained new insights on planning and safety measures. To this end, if you are attending, please register with Sac ACT so it can provide advance information and know how many to expect.

Our work with Community Partners continues to strengthen under the leadership of Fred Pannek. We're now featuring the Community partner each month in an article in our Justice Works email.

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

Good attendance at the Easter Egg Hunt and lunch after church, with some newer families. A plan is in the works for a picnic in an area park on May 16 with Family Ministry/RE, People of Color Caucus, and the Young Adult Group. All-ages Camp registrations are up and running.

Denominational Contributions

We hosted the UUA Pacific Western Region's Assembly April 10-12, with a good but not overwhelming crowd, plus many on Zoom. People spoke highly of the beauty of the buildings and grounds and the graciousness and support of our members and staff. We thank our tech team for high-level work all weekend as well as our great RE/Child Care staff, Facility staff, UUSS Musicians, and many volunteers. In particular to John McMillan and his team for days of work to enhance the beauty of the grounds, Ellen Schaefer and her Bookstore team, Tiki and other food servers, and Janet Lopes for attention to many details as liaison between UUSS and UUA staff. Roger, Janet and Lucy will have a debriefing after Janet wakes up from a long nap.

The UUA General Assembly will be virtual in 2026. Early registration (by April 30) is **\$350 for adults** whether they are delegates or not. Among workshops and services, the highlight is the Ware Lecture on Saturday, June 20; the lecturer is the Rt. Rev. Mariann Budde, who preached the inauguration prayer service, pleading for the president-elect to be merciful; he didn't like it. For an extra \$25 one can go to a satellite site to watch with others (the nearest is at the Walnut Creek church.) **If we want to stream that in the Fahs Room, then we will need to have one or more paid registrants.** However, delegates who *only* want to view the business sessions and vote will not have to pay a fee. GA will be in person (as well as online) in San Jose in 2027.

Professional and Spiritual Development

Rev. Roger will be away May 18-29 to co-lead a Unitarian Heritage Tour to Poland with two other UU ministers. Tour members will include a Board member and another congregant.

Rev. Lucy will co-lead an annual silent retreat with three other UU ministers. It's August 16-21 in Rancho Palos Verdes. You can come too! <http://www.spiritretreat.com/> About 15 UUSS members have attended over the 8 years that Lucy has led this retreat.