

UUSS BOARD OF TRUSTEES MEETING
Thursday, June 25, 2026, 6:30 p.m., in person and **via Zoom**
MINUTES



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

Via Zoom: Dawn Huebner, Emily Moran-Vogt, Mathew Espinosa-Castro

Not Attending: Fred Pannek, Carl Crain

Incoming Board Members Attending: Lue Bishop (in person), Karen Smith (Via Zoom)

6:35 Welcome to Board and guests/Establish Quorum: **Andy**
Chalice Lighting and Centering: **Emily**

6:40 Consent Agenda – May minutes were approved with corrections to the Member Engagement position hiring team.

6:40 Board Business

1. 2026-2027 Board retreat will be held on August 15, 2026, from 9:00 AM to 2:00 PM. Agenda to be developed.
2. Master Plan update: Sac. County has accepted the Surveyor's report about property lines. Andy will take photos of property markers left on site and will give those to APMC for future needs. Roger, Lucy, & Andy met with Mogavero Architects to discuss renovation of the RE wing. It was a helpful meeting, and their values are in line with UUSS values. They are currently preparing a proposal but are waiting for input from Sac. County to see if we'll be required to update our Facilities Plan or if we can move ahead with our current one. We could have an answer by next week. Per Lucy, this is a smaller process than previous renovations and will not require major input from the whole Congregation. Input will be requested from those affected. Per Andy, we will soon need to form a Task Force to deal with construction and another to deal with a Capital Campaign. PWR suggests a company called Stewardship for Us, (stewardshipforus.com) to help put together a capital campaign.
3. Budget adjustment to 2026/2027 budget: Victoria provided an outline titled Potential Revisions to FY 2026-2027 Budget, which is attached. Victoria will need to make sure it's updated with correct figures, \$18.8K instead of \$25K. BoT can only revise up to 2% of the approved budget per our constitution. BoT voted unanimously to increase the Minister's Discretionary fund contribution from \$500 to \$1000, the Sabbatical fund contribution from \$1000 to \$2000, and increase the staff COLA from 2.8% to 3.8%. Increases in pay for our tech staff will be considered by the Compensation Task Force and the BoT in the coming months.
4. Endowment Loan: Victoria & Lucy have discussed with the Endowment Trustees that UUSS pay \$100K to close out the current loan from the endowment. They propose using this year's surplus

plus money from other current funds such as Heritage and Bequests. It will not affect our current budget. **BoT voted** unanimously to make this offer to the Endowment.

5. Board Goals: See Andy's report titled Board of Trustees Goals for 2025-2026.

7:15 Task Force Updates

1. Website Replacement: Mathew says the Request for Proposals has been launched and sent to seven vendors, including the designers of the Cedar Lane church site that we are using as a model. Four vendors have replied so far. The request will remain open through 7/31. The Website Task Force will meet in early August to make a choice to recommend to BoT.
2. Ministerial Evaluation: No current progress to report.

7:30 Administrative Report – Rev. Lucy Bunch

Facilities Mgr. Krystal is working part-time hours for now due to complications from surgery.

Rentals are above budget for 2025-2026 FY and will most likely be for FY '26-'27. Many current rentals are recurrent and easy to prep for.

Church Insurance recently increased by \$5000. Also, health insurance went up by 20%, but only one employee currently uses it.

PWR has reimbursed UUSS for our staff time for work performed for Regional Assembly.

There are two good candidates for the new Member Engagement position. Lucy expects to make a choice by 7/13.

7:40 Treasurer's Report – Victoria submitted a written report which is included in these minutes. We will have a surplus at the end of this fiscal year. The Board will decide in July or August how that will be used. (See notes under Board Business re: the Endowment Loan.)

Plate income stands out to Victoria. It shows the generosity and health of our Congregation. Pledges are down slightly as is common at this time of year.

Mat asked if we know what percentage of Plate is in cash, what per cent is electronic. We don't have that info, but there is probably more coming through electronic transfer than cash. We should advertise more about how Plate giving can be set up as an automatic payment. Dawn will bring it up with FRST.

7:45 Ministers' Reports: The Ministers submitted a written report which is included in these minutes.

Mat asked for Minister input re: the Pulse Survey workshop. Lucy says the group is still meeting to process input from the survey and will come back with ideas for focus. Roger and Lucy plan to focus on inclusion and accessibility as there was a big response regarding that in the survey. They plan to work toward creating a more welcoming environment with accommodation for people with disabilities.

7:50 Committee Substantive Issues, if needed

- a. Safety Committee: Patty advised that the next Safety committee meeting is scheduled for 7/5/2026. Plans are underway for a CPR training class at a future date.

- b. Program Council: Mathew advised that the PC Activity Fair will be held on 9/3/2026. PC is working to expand Soup Sundays to be a Food Fellowship that can offer other types of food. Patty advised that two people have agreed to run Soup Sundays this fall.
- c. APMC (Administration and Property Management): Problems with limb drop in a number trees on campus. An arborist has checked them. May thanks to the husband of Carolyn Peth. He is a retired arborist and has cut up the large limbs that have fallen. The solar energy company is still sending data to past BoT member Denis Edgren. He has concerns about the trees shading the solar cells. Lucy will see that the data goes to staff of a current BoT member so decisions can be made.
- d. FRST (Fundraising Strategy): Dawn reports no meeting since last BoT meeting.
- e. Memorial Wall Committee: More information will be available at the July Bot meeting.
- f. Nominating Committee, Emily
- g. Social Justice Coordinating Council, Andy
- h. UUA and PWR: Janet expressed a big thank you to Rev. Roger and Fred for coordinating the Ware lecture viewing party. About 20 people attended and had a good discussion afterwards.

8:10 Appreciation was extended to outgoing Board members Carl Crain, Dawn Huebner, and Janet Lopes.

8:12 Recap board decisions from April BOT for May Monthly Leadership Update:

- acknowledge incoming and outgoing BoT members
- budget revision and staff COLA
- release of RFP for website update
- completed BoT goals from Andy's document
- thank you to Karen Gunderson and Mat Espinosa-Castro for work on Pulse Survey workshop
- new Coffee Kitchen Dutch door paid by the Endowment

8:15 Closing: **Emily**

8:15 Meeting adjourned

Potential Revisions to FY 2026-2027 Budget

	Increase in Income		
Current Pledge Amount Budgeted	\$	730,000	\$
Pledge Income Increase over budget		704,900	\$
		25,100	
	Possible Uses for Increase		
			Balance Rem
			\$ 24,600
Increase Minister's Discretionary from \$500 to \$1000	\$500	\$ 1,000	\$ 23,600
Increase Sabbatical Contribution from \$1000 to \$2000			\$ 18,683
Increase for 2 audio visual staff from \$22.34 to \$32.00/hour**	4,917	\$ 5,725	\$ 12,958
Raise COLA for all staff by 1% to 3.8%**			
	\$	12,958	
Remainder to Compensation Contingencies			

June 25, 2026

UUSS Treasurer's Report for the month of May 2026

UUSS finances are far above budget. As of May 31, UUSS had a year-to-date net gain of \$60,598, a surplus over the budget of \$56,750. June is the final month of this fiscal year, and UUSS is on track to have a surplus between \$45,000 and \$50,000 at year end.

A. FISCAL YEAR YEAR-TO-DATE NET INCOME

Our year-to-date revenue as of May 31 was \$883,494, 8% over budget. Expenses were \$822,896, 1% more than budgeted. Year to date, our revenues are better than expected and our expenses are well controlled.

- o Non-pledged revenues are robust. This revenue comes primarily from new people and reflects the continuing health of the congregation.
- o Plate donations are at 139% of budget. Our Community Partners receive donations in excess of \$4,000 most months.
- o Expenses are in line with the budget.

No anomalies noted.

B. May Highlights

May revenue was 12% under budget. Expenses were 9% under budget. This resulted in a month-end net loss of \$7,036, compared to the \$5,788 loss in the budget.

- o Pledge revenue dipped slightly in May, as is common at the end of the fiscal year.
- o Plate income continued up in May, with all other revenue in line with the budget.
- o Expenses for May continue in line with the budget.

No anomalies noted.

C. Reserves

The UUSS Reserve Ratio, comprised of combined balances of the Reserve Fund, Heritage Fund and Bequest Fund as a percentage of UUSS annual expenses, is 61%.

D. Balance Sheet (Total Assets: \$2,543,401)

1. Operating Fund (Fund 01): May 31 balance \$315,708.

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): May 31 balance \$484,967.

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

3. Endowment Trust (Fund 03): May 31 balance \$490,350.

The Endowment Trust was created for members to donate to the long-term aid 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): May 31 balance \$1,252,376

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 \$21,484).

UUSS Ministers' Report to the Board and Program Council

June 25, 2026

Observations:

- We still have a lot going on and space is at a premium on our lively campus.
- Given how busy we are, it's a blessing that we survived Krystal's absence for nearly three weeks. We're glad she's back but she is still on a reduced schedule because of complications from the surgery.
- The June 7 *Belonging* service, forum on the Pulse Survey results (thanks to Mat!), and small-group discussions were well attended (thanks to JET and its collaborators). People were engaged with the conversations. Several newcomers stayed and participated. Wow!
- The Memorial Wall and mosaic will be done this summer and dedicated in September.
- Roger co-led a UU Pilgrimage to Poland for 20 people, including Board member Patty Innes. They will talk about the highlights (and the history) at a forum on Aug. 9.

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

A hiring team chaired by Mary Howard has conducted interviews for a new staff member to support newcomer and new member engagement. Lucy is conducting second interviews.

Currently we have 408 members and 86 pledging friends. Over the next few months, we will reach out to the new pledgers from the pledge drive to encourage them to join when ready. A very large crowd crossed the chancel to be introduced as new members on Flower Communion Sunday, May 31. A new feature of the welcome ritual is for a veteran member to bring forth a flower from within the congregation to hand to each new member.

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

On June 30, Lucy will participate in an interfaith event at the Capitol to encourage Gov Newsom to commute the death sentence of all those on CA death row. She and other faith leaders will speak at a rally and then meet with the governor's staff.

On June 17, Roger coordinated the monthly SacACT prayer vigil for immigrant families at the John Moss Federal Building, with a great turnout of UUSS members, including three Board members and one Program Council member. Speakers included Ashraf Mansur, whose family came here from Afghanistan on a Diversity Visa in 2014. He's received support and encouragement from UUSS members and is starting UCD Medical School. Plans are in the

works for a third annual international music (including Afghan music) fundraising concert for Refugee Support on a Sunday afternoon in late September or early October. Coordinator TBD.

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

Summer RE sessions include crafts and arts based on a weekly theme with other Sundays used to learn large-puppet making with Elizabeth Leonard for the Aug. 30 Circle Service on *Old Turtle and the Broken Truth*. Circle Services for all ages will be June 21, July 26, and Aug. 30.

This Sunday we launch a Parents Meeting at 9:30 in Room 12 (tea, fruit, snacks) with childcare provided in Room 11 plus the playground. This is for any adults who care for UUSS kids/youth. On July 10 we resume the monthly Family Dinner Potluck for All Ages (2nd Friday evenings).

Crystal Fountain is providing support and presence for UUSS Refugee Support tutors for the third annual Wednesday Morning Summer Activities at UUSS for children of Afghan refugee families (July 15, 29; Aug 5 & 12). Roger will be present for some of those sessions also.

Crystal Fountain is recruiting a team of new and veteran Our Whole Lives (sexuality education) teachers for OWL grades 7-9 for this fall (the most extensive segment); UUSS will be the host site for training of new OWL teachers Oct. 9-11. DJ Quinn may lead a group for the parents.

Denominational Contributions

Thanks to Fred Panek and Ministerial Intern Sophia McKean for attending the UUA General Assembly—all online! Vote-only delegates were Lucy, Roger, and Peter Bishop (a UU friend and colleague of Peter and Lue from Houston was nominated for the UUA Board in a contested election and she won by a landslide). Thanks to Fred for hosting the Ware Lecture Watch Party in the Fahs Room last Saturday, about 20 people attended.

Ministerial Intern Sophia McKean concludes a successful first year of their two-year seminary internship, returning to UUSS in September. Sophia, Roger, and the Internship Committee have all completed and discussed evaluations. Lucy will supervise and mentor Sophia for her final year.

Roger has temporarily joined the grants panel for the UU Funding Program Fund for a Just Society for spring and fall application-review cycles. He served it for eight years previously.

Professional and Spiritual Development

Roger will be away June 26-July 14 (guest preaching June 28 in Las Vegas then vacation in Chicago and Indiana).

Rev. Lucy will be away July 13 to 23 on a journey to Oaxaca.

There is still room in the UU Silent retreat that she will lead August 16- 21. Come join her and other UU's. [Spiritrestretreat.com](https://spiritrestretreat.com)

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

Goals	Detail	Schedule	Actions	Status (as of 6/25/2026)
1. Replace the website software, and revise the content and organization as appropriate	- Consider our brand and visibility in the community - Coordinate with PC	- Sept 2025 through May 2026	- Form a task force to focus on this goal - Identify and procure a consultant to perform technical tasks	- Task force has been formed. - RFP for consultant has been issued. - Developing logo. - Included PC member on task force.
2. Implement key aspects of the Strategic Plan	- Develop a 5+ year staffing plan - Revise the Facility Master Plan - Support efforts to develop cong. leaders - Coordinate these efforts with PC	- Oct 2025 through Jan 2026 for staffing plan - Start Facility Master Plan update in early 2026	- Form a task force to develop the staffing plan - Talk with consultants and develop rough scope for Facility Master Plan update	- Staff Planning Task force formed and reported back to the board with 4 areas for additional staff support. - Procuring architect to assist with Facility Master Plan Addendum (if needed) - President met with PC chair twice. PC members on task force efforts.

3. Evaluate overall progress in implementing the Strategic Plan	- Coordinate with PC - Assessment of goals and objectives - Clarify inputs	- March through May 2026	- Report out at May 2026 Congregational Meeting	- Pending
Other Tasks for the Year				
a. Re-establish the Safety Committee	- Develop member vetting procedures - Recruit members	- Sep 2025 through Dec 2025	-	- Complete - Task Force developed draft procedures (Oct 25) - Recruited members for the re-established committee.
b. Prepare for the Fall 2025 Congregational Meeting		- Sep - Oct 2025	- Initiate at Sep 2025 Exec Committee mtg	- Complete
c. Prepare for the Spring 2026 Congregational Meeting		- Mar - May 2026		- Complete
d. Develop a budget for 2026-2027	- Initiated by Finance Committee - Coordinate with Stewardship	- Jan - April 2026		- Complete. Budget approved at May Congregational Meeting.

	Committee			
e. Evaluate the ministers relative to their goals for the church year		- May - Jun 2026		- Task Force was formed with final recommendation to the Board pending.