

Operations Director's

Board Report

JUNE 2026

Average Attendance: 155

- In Person: 142
- Online: 23

Finance

- Kevin, Lisa and I worked on preparing to close out fiscal year. QuickBooks will make this a much smoother process this year, and we are on track to get the books closed and physical money transferred between TRNA accounts and our Mechanics bank accounts.
- We have scheduled a Financial Review for the 2025-26 fiscal year. This will happen September with Heeley and Associates doing the review. This review is due per our Bylaws and was budgeted for this year.
- We got final accounting for Joanne Wile's estate, and the estimated gift to UUCB is in fact over \$900,000. This is more than expected, and the finance committee will discuss at our next meeting and have a recommendation for the board at the August meeting.
- Johanna Boeke passed away in June. She was the final living beneficiary of the Pooled Income Trust. Her passing means there will be a final payout to her estate, and the principal (everything left in the Vanguard account), minus any tax preparation fees, will then as become property of the church. The estimate we have is being \$34K - 35K after final expenses & distributions. The finance committee will discuss at our next meeting and have a recommendation for the board at the August meeting.

Facilities

- Playfield Shade Structures - Shade Structures Started – Good Earth has ordered the Sun Sail structures. He has a contractor lined up, ready to put in the posts and do the work.
- Atrium Smoke Beam - Everon completed replacing the parts for the Atrium smoke beam and our fire system is fully online
- We are waiting for a bid from Matrix to get the plumbing issue repaired and restore irrigation to the back of the building, including the Terrace and Three Sisters Garden, We hope to get this work completed in July.
- We have contracted with an AV company to update, document and train UUCB staff and volunteers on the Livestream system in the Sanctuary. We will be asking for a price to add a Plug & Play livestream system to the Fireside room to make that space more usable and easier for hybrid meetings. We are also putting together updated instructions and training documentation for staff and volunteers on how to set up and use the sound system in the Sanctuary.
- The El Cerrito Fire Department sent its annual reports on fire abatement, and we have had a wonderful turn out of volunteers who have completed the majority of the weed whipping that was needed, and more! Huge thank you to all those who volunteered to help get this massive task completed!

HR

- C.J. resigned at the beginning of the month, which left us short staffed for our AV needs on Sundays. We have trained in some new staff for running livestream and are working on getting more staff and volunteers trained on the sound system in the Sanctuary. We will ensure we have several staff members trained on all systems so we can always cover service on Sundays.
- Peter will be switching over to long term disability. We still do not know when he will be able to return. We are bringing on another temporary facilities person, Liam. He used to work at UUCB so he is familiar with the building and the property and should be able to help keep the building in good working order while Marcus and I discuss next steps for our Facility's needs.