

DRAFT MINUTES
of the Unitarian Universalist Congregation of Lake County (UUCLC) Florida
Board of Trustees Meeting
Meeting date: November 13, 2012

Call to order: A formal meeting of the UUCLC Board of Trustees was held as a dinner meeting at the Perkins Pancake House in Leesburg, FL on November 13, 2012. The meeting convened at 5:50 pm, President Barbara Coats presiding.

Members in attendance, in person: Barbara Coats, Russ Littlefield, Jack Champion, Christina Higgins, Pat Linfield, Gina Rossi and Carl Skiles;

Others in attendance: Wayne Linfield and Ernie Rossi

Approval of minutes: A motion was made by Russ Littlefield and seconded by Jack Champion to approve the minutes of the October 16, 2012 meeting. **Motion carried.**

Officers' reports

President – Barbara indicated that we would forgo the usual lighting of the chalice, given the public setting. She advised that because the Board has been focusing much time on the Bequest in the recent months, we would have to use our meeting time wisely to clear the outstanding slate of normal operational items. The proposed revisions to the Bylaws will need significant time for review and will be addressed at a future workshop dedicated for that purpose. Gina and Russ will be drafting revisions of our public and visitor brochures to reflect updated mission and goals for review after January 1.

Treasurer – Pat expressed concern that as of the end of October expenses exceeded income by \$1494, which is about where we were last year at this time, and we ended the 2011-12 year in deficit by about \$2000. During discussion, we acknowledged that one time payment of UUA and FL district dues of approximately \$4600 has skewed the expenses to date, that Reverend Seidner will be urging the congregation to increase pledges, and that a year round stewardship committee is needed.

Russ made the following motion: As a matter of general fiscal philosophy, the UUCLC will not spend more than it takes in, except as approved by the Board for special projects or for investment. Pat seconded the motion. **Motion carried.**

Jack made the following motion, seconded by Russ: The president shall appoint a stewardship committee chairman, who (with committee) will formulate specific recommendations to the Board regarding how to increase financial contributions of the congregation, including talking to individual congregation members. **Motion carried.** Carl agreed to help Barbara to identify candidates for stewardship chair and Barbara urged other Board members to provide suggestions also.

The 2013 budget has a line item for gifts which will be handled similar to past years.

Regarding special collections, the congregation has contributed: \$532 for Hurricane Sandy relief and \$420 toward Roger's challenge donation which will be distributed half to the UUA and half to Colgate Rochester Crozer Divinity School. The challenge to the congregation is to match his donation of \$1000 by 12/31/12.

Board and committee reports: No reports.

Unfinished business

Choir – Eloise Fisher has volunteered to host choir practice at her home. It is anticipated this will continue until Paulette Stewart-Johnson returns.

Defining Standing Committees – Barbara has been working on job descriptions and trustee liaisons. Carl will add a note in the proposed Bylaws indicating that the term of committee chairs expires with the term of the Board President that appointed that chair.

Sound Equipment – The UUCLC equipment is no longer needed, as the Women's Club has installed new equipment. Therefore, on Sunday 11/18 we will be moving our equipment into the basement and covering it with plastic to protect it.

UUA visit to discuss issues related to Ruth Gray's Bequest – UUA has not yet confirmed their 11/26 visit. Roger Seidner has indicated his desire to attend. ==> Russ and Barb will draft an agenda for the meeting and circulate it to the other Board members for edit and additions.

Building Project Committees – Russ shared a list of congregation members who volunteered and suggested that subcommittees might be appropriate.

New business

December Sale – of items remaining from Ruth's estate, as well as other donations. Barbara will appoint 2 congregation members to oversee this.

FL District Cluster Meeting or Workshop – Jack made a motion, Gina seconded, that the UUCLC will volunteer to host a meeting in the spring. **Motion carried.**

New Member Orientation – to be scheduled in December.

Soft music – to be played before the beginning of the 11 am service. Gina will arrange it.

Next Board Meeting

Dinner meeting on Wednesday, December 5, 2012 at 5 pm at the Perkins in Mount Dora.

Adjournment: The meeting was adjourned at 8:50 pm.

Christina Higgins, Secretary
UUCLC Board of Trustees

Date of approval