

**PDRAFT MINUTES of the
Unitarian Universalist Congregation of Lake County (UUCLC) Florida
Board of Trustees Meeting
Meeting date: January 14, 2013**

Call to order: A special meeting of the UUCLC Board of Trustees was held via Web-ex Teleconference on January 14, 2013. The meeting convened at 1:00 pm; President Barbara Coats asked Russ Littlefield to preside. The purpose of the meeting was to discuss the Ruth Gray Building Project with UUA representatives.

Members in attendance: Barbara Coats, Russ Littlefield, Jack Champion, Christina Higgins, Pat Linfield, and Gina Rossi.

Members absent: Carl Skiles

Unitarian Universalist Association Members in Attendance: Rev. Terry Sweetser, Katrina Foster

Overview and thank you for \$20,000 advance of bequest funds – Russ introduced the UUCLC Board members and thanked UUA for their promise of a \$20,000 advance for start-up building project activities. Katrina indicated that we should have the funds early in the week of January 21. Pat will establish a separate checking account for the funds and provide a brief report of expenditures to the UUA monthly.

Rental of Office Space – Chris described the Lake Community Foundation office space on Grove St., Eustis that the Board is planning to rent. The UUA representatives were very pleased at UUCLC's progress. In response to questions regarding liability insurance, UUA suggested Church Mutual and promised to send contact information. They further indicated that UUA officials are not specifically bonded.

Vision and Mission development – Russ described the 1/12/13 workshop which continued into the 1/13/13 discussion group, emphasizing that congregation-wide recognition of a common vision and mission will form the foundation for the building project. The Board is encouraged because of the marked similarity in independently drafted statements and discussions, indicating a high degree of agreement regarding important elements of UUCLC's vision and mission.

Building Project Committee Structure and Formation – Russ advised that Carl Skiles has agreed to be the overall Building Committee chair. He will oversee two primary sub-committees -- Location, Planning and Construction (LPC) and Use and Facilities (UF).

Three Member Decision-making Panel – Russ reported that Mary McDaniel and Phyllis Gillette have agreed to serve on the panel. Per the governing document, these two panel members will be asked to identify a third member.

Next UUA representative visit – Terry and Katrina indicated that they would like to plan their next visit to coincide with a building project milestone, perhaps in the spring. The Board will review the project schedule and advise UUA regarding upcoming milestones.

The UUA representatives indicated that they were impressed with the progress that the UUCLC had made since their November 26, 2012 visit.

Adjournment: The teleconference was adjourned at 2:15 pm.

Christina Higgins, Secretary
UUCLC Board of Trustees

Date of approval