

**The Minutes of the
Unitarian Universalist Congregation of Lake County (UUCLC) Florida
Board of Trustees (BOT) Meeting
On June 28, 2013**

Call to order: A formal meeting of the UUCLC Board of Trustees was held at the offices of Jack Champion, in Mount Dora, Florida. The meeting convened at 5:05 p.m. The meeting was opened by Barbara Coats, President and Vice President-elect Christina Higgins, presided over the meeting.

Board Members in attendance: Barbara Coats, Christina Higgins, Carl Skiles, Carl Hommel, and Jack Champion. Russ Littlefield and Gina Rossi attended via web communication.

Congregation Members in Attendance: Kit Tatum, Secretary-elect and Betty Emery, Trustee-elect.

Approval of the Minutes: A motion was made by Jack Champion and seconded by Carl Skiles to approve the minutes, without corrections, of the May 16, 2013 meeting. **The motion carried.**

Treasurer's Report: Carl Hommel reported at the end of May, 2013, we had expended \$29,111.94 and collected \$23,655.99. He reported he is holding the 2013-2014 Pledge Funds, totaling \$3,000, which were received in May, in the Money Market Fund. More of these funds will be collected in June, 2013. Along with the Pledge Funds collected in May he will transfer both back to the checking account in July in order to have them show in the 2013-2014 Fiscal Year. This will make it easier to track the payments made in fulfillment of individual pledges.

Carl Hommel also noted the rent on the office is charged to the \$20,000 Ruth Gray Bequest Fund. **The** storage space rental is charged to our regular funds via a \$500 Anonymous Donation. Boston approved using the Bequest when these funds are depleted.

FY 2013-2014 Budget Discussion: Christina Higgins noted the shortfall between income and expenditures. She cited possible cuts to expenditures would be to cut budget items such as: Public Relations, Training and Conferences, Social Justice Workshops, fees for speakers and ministers. We could also add an income item of \$1,000 in order to balance the Budget.

Christine Higgins also noted we could use some of the Money Market and Certificates of Deposit as investments in the Congregation.

Russ Littlefield suggested we delay any decision on these budget changes until a later date.

Chris made a motion to post a Budget of \$41,750 to the Congregation. The motion was seconded by Carl Skiles and **the Motion Passed.**

Committee Reports:

Membership – no report

Sunday Service: Carl Skiles outlined the plans for the services in July:

July 7th: The members favorite Quotes, Inspirational Sayings and Poems.

July 14th: "Slave Patrols" a little known part of history, by Jake Jacobson

July 21st: "Hoboism" and Creating fun Mythologies, by Franklin Pennington

July 28th: Summer Sermon by Rev. Roger Seidner

Carl reported Roger Seidner wants his message announced for each month. Russ suggested an abbreviated bulletin to be produced each Sunday in July and August. Carl Skiles volunteered to produce this.

The Board of Trustees agreed to schedule the annual Water Service for this year on November 3.

Denominational Affairs: Barbara Coats discussed the comprehensive report by Alicia Sparks sent, in writing to the Board about her trip to the General Assembly. We discussed a date for Alicia to make her report to the congregation during a discussion group in August. The date will have to be worked out on Alicia's availability.

Russ and Barbara noted they would like to encourage our Board and Congregation to be more proactive to attend future General Assemblies. The schedule for future General Assemblies is:

- June 25-29: 2014 Providence, RI
- June 24-28: 2015 Portland, OR
- June 22-26: 2016 Columbus, OH
- June 21-25: 2017 TBD
- June 20-24: 2018 Kansas City, MO

Barbara Coats will make a report about the Southeast Cluster Meeting at the next meeting of the UUCLC Board of Trustees.

Social Justice and Environmental: Chris reported she had made a contact with the Vice Principal at Alee Academy to determine if they would want volunteers from our congregation. Chris will discuss this with Alicia Sparks, the Chairperson of the Social Justice Committee.

Chris will, also, follow up on the DART interfaith program, with the idea to start the program in Lake County.

Public Relations: Jack Champion requested the Board continue the search for a public relations firm capable of designing and maintaining a website for UUCLC. He reviewed the efforts with Mandy Wettstein at Th@t! Company made by the PR committee; namely Jack, Chris, and Gina. The results were not satisfactory. Jack related the PR Committee would devise a new presentation to present to other public relations firms.

Caring Committee: Chris Higgins suggested this committee should be expanded to more people who are able and willing to serve the needs of the congregation and find an individual to serve as a chair person of this committee.

Chris will make a document for people to sign that are willing to serve with rides, food, doctor appointments, and telephone calls. This will be presented at the service on Sunday, June 30.

Rema Herzbrun: Chris read a letter from Jo Beth Speyer, who was a friend of the late Rema Herzbrun. Ms Speyer wishes to make a donation to our congregation in memory of Rema. We discussed the placing of a piece of pottery in our future church building in Rema's memory. The amount of this donation was not known.

Carl Hommel suggested we set up a memorial fund as an entity where such donations can be deposited.

Continuing Concerns: A discussion of Committee Revisions was tabled for action at a later date.

Building Project: The Building Vision Statement authored by Russ and Chris was presented to the Board. The contents are as follows:

Vision for Our New Spiritual Home – May 2013

Our new home will embody the values, purpose and place in the greater community of the UUCLC. It will invite all who work for a just community and who are searching for personal spiritual fulfillment. We value lifelong learning, freedom of belief, caring fellowship, spiritually meaningful services, and engaged social action. We envision our new home as being respectful of the land with a strong connection to nature, full of natural light and fresh air. To the extent possible, it will be a green, sustainable, energy-efficient, low maintenance building—a model for the community. We will create a building that allows for flexibility and growth and is universally accessible. We see it being simple, but well done, aesthetically pleasing, and of a timeless quality.

This will be a warm, inviting, and welcoming space. We will make every effort to make it intergenerationally attractive. There will be outside areas for gatherings, gardens, meditation, and play. Most importantly, we are building a home that allows us to provide fully for the programs that are our reason for being. This home will include space for religious education and social issue programs that inspire curiosity and lifelong learning and service for both young people and adults. It will be a living space—not just on Sundays, but throughout the week, and will be an asset not only to our own congregation, but also to the greater community.

The BOT reviewed the “Vision Statement” as a statement of a goal. The above statement will be sent to the Building Committee for approval/revision at their next meeting.

Building Committee Report: Carl Skiles, the Chairman of this committee, reported he had submitted four parcels of land to Griffey Engineering, in Eustis, for due diligence evaluation. The due diligence evaluations were completed. Carl reviewed the sites to the BOT and related the Building Committee had not settled on sites they wanted to present to the congregation for final consideration.

Various other plots of land near the residences majority of UUCLC members will be evaluated.

Jack Champion made a motion to endorse more due diligence evaluations on possible sites. The motion was seconded by Betty and **the motion passed.**

A review of the Building Committee timeline, which was set by the UUCLC Board of Trustees, was reviewed and determined that we are still within the time allotted to find a site.

What can the \$20k advance be used for? Per Russ on June 26: Katrina Foster has agreed the Due Diligence Study can be paid out of the \$20,000 and also that paying the insurance out of this is appropriate without panel approval. The money can also be used for due diligence reports and rental of the office premises.

Jack Champion reported he had submitted a bill from the attorney, Buz Bowen, in the amount of \$450 for the legal evaluation of the **Three-Person Panel Agreement** written by Mary McDaniel to be used between the BOT and the Panel.

By Law Revision: The revised by laws were adopted by the congregation at a Congregational Meeting on June 9, 2013. Carl Skiles gave an attested copy of the bylaws to the Secretary-elect, who will pass this to Barbara Coats to be bound in the Document Binder. Jack moved to approve and Carl seconded the motion; **the motion passed.**

Various “Rules” in the bylaws will be drafted by Carl Skiles for review by the BOT.

Lucy Landis Memorial: A selection of a chalice will depend on a report from Ted Fessler regarding a fuel for the flame.

Use of Grove St Office for Transgender Support Group Meeting: Two forms were sent to Robyn Kelly which was intended to put forward the desire of UUCLC to protect the safety and well being of children, youth and vulnerable adults. The request was made to Robyn to review the forms and discuss or sign them and return them to the Board. A monthly time for these meetings can be set when the forms are finalized. At the time of this BOT meeting the forms and/or confirmation had not been received from Robyn.

New Concerns:

1. A design for new tee shirts was reviewed by Kit Tatum. Kit found a supplier who would consider twelve shirts as a minimum order. Further information will follow by email.
2. A remembrance service for those of the transgender community who have died. Gina will look into the availability of partnering with one or more churches to have this service.
3. A discussion of a new website was started by Carl Skiles. Jack Champion related the research he has done on websites. He outlined the research he had done between a brochure type and an interactive website which would include drip mail. There was general agreement that we should make use of the social networks.

Betty Emery offered to enlist help from her son for insight about setting up the site.

4. We need greeters for the summer services. A sign-up sheet will be prepared and circulated at the morning service on June 30.

The next meeting of the Board of Trustees will be held on July 31, 2013, at five o'clock in the evening. This meeting will be at the offices of Jack Champion, in Mount Dora, Florida.

Adjournment: Jack Champion made a motion to adjourn the meeting. Carl Skiles seconded the motion and the **motion carried**. The meeting was adjourned at approximately 8:10 p.m.

Katherine Tatum, Secretary-elect
UUCLC Board of Trustees

Date of Approval

