

**Draft of the Minutes of  
The Unitarian Universalist Congregation of Lake County (UUCLC) Florida  
Board of Trustees (BOT) Meeting  
On March 16, 2015**

This meeting was called to order at one in the afternoon by the President of the Congregation, Russell (Russ) Littlefield. The meeting was held at 127 North Grove Street, in Eustis, Florida. The members of the Board of Trustees who were present included Russ, Christina (Chris) Higgins, Carl Skiles, Katherine (Kit) Tatum, and Betty Emery. Members of the Congregation who attended were Reverend Susan Berryman and Susanne (Susie) Hanscom.

The minutes of the meeting held on February 12, 2015, were approved by a voice vote called by the President.

The Treasurer's report was given by Chris Higgins, who is working in that capacity since our Treasurer, Carl Hommel, has resigned due to poor health. Chris noted we had received \$31,000 in pledges and miscellaneous income. We had expenses of approximately \$41,000. There is \$6,000 in outstanding pledges. Chris noted there are envelopes, at the entrance to the building where we hold Sunday services, which can be used for Pledge Contributions. Chris indicated we have 27 pledge units who did not receive FY 2016 pledge cards.

On Sunday, March 15, 2015, we officially started a Pledge Drive, with addresses from Russ and Chris, printed handouts of a Budget for the coming year with a brochure outlining our vision, mission, and goals. The brochure included a plea for everyone to contribute a "fair share" and a section considering how a contribution can help with the growth and wellbeing of this organization.

The next order of business was to review reports from various Standing Committees.

1. Social Justice and Environment was reported, in writing, by Christi Cleveland. She noted this Committee is sponsoring Discussion Groups on March 22, April 19, May 3 and May 17, 2015. The subjects will include Water Conservation, Sustainability, Biodiversity and Habitat, and natural Pest Control.

The Board of Trustees formally approved Ozell Ward and Sue Jantz as co-chairpersons of this Committee.

2. Worship, Research and Planning (WRAP) was reported, in writing, again by Christi Cleveland, who is also the Chairperson of this committee. She noted the following: a calendar of the order and themes of services through 2016; having the various Committees sponsor services and obtain speakers and suggest topics. Another idea which was discussed was to generate a survey of the Congregation based on ideas (questions) from each Committee. The basis will be an evaluation of recent changes and activities of this Congregation.
3. The Membership Committee report was made, in writing, by the chairman, Eleanor Fessler. We are growing to the extent of two new members since the last meeting of the BOT. The new members are Jane O'Connor and Tony Saady. We now have 68 members.

The Board members agreed they would like to make a survey of the source material to know where the new and future members first found information about our Congregation.

4. There was no report from the We Care Committee. The Chairperson, Pam Ward has advised the Board she will have to attend to health problems in her own family. Joanne Reilly is the current co-chairperson of this committee. Russ will ask Marion Strahle to fill the position of another co-chairperson.
5. Gina Rossi is the Chairperson of the Publicity and Website Committee. She reported, in writing, the following: Our Website is in the capable hands of Kathy Collins and Kit Tatum. We continue to amend the content. Feedback is always welcome.

Our Facebook page has grown to 59 "Likes", and the audience we reach is growing. New articles are added almost daily and the Sunday schedule is published every week.

We advertise in the Triangle News Leader, Lake Sentinel, Daily Commercial. We have ads in the Ice House and Bay Street Players playbills. Also, an article was placed in the latest Northeast Breeze. I am looking into other outlets.

It may be helpful to have a discussion group with the subject being a tour of the website and the Facebook page projected on the big screen.

6. Building and Design were represented by Carl Skiles and Betty Emery. Betty made her report concerning the Design Sub-committee first.

The fund raising effort for special items to beautify the new church building has been successful. Karen Woolhouse and her committee have raised \$50,000 in donations as of this date.

Betty Emery advised that Joe Rispoli, the Architect, has given us the name of Roger A. Bills (rogerabillsinteriors.com) who is a designer, specializing in

decorating and coordinating the finishing elements of buildings; i.e. kitchen, sanctuary, interior paint, doors, etc.

Betty Emery and Carl Skiles will meet with Mr. Bills and if they think he understands our philosophy and belief system sufficiently to be able to work for us they will fulfill the following motion made at this meeting of the BOT. Carl Skiles moved, with a second by Betty Emery, “that after they have the initial meeting with Roger A. Bills, Interior Designer, on March 19, 2015, they will engage his design services for the new church building at the corner of Mount Homer and David Walker Drive, in Eustis, Florida. The motion passed with a voice vote called by Russ.

Carl Skiles had a letter from Atkins of North America, this is the company that made the surveys of our building land, asking us to pay a bill of \$258.83, which was still due from our original contract with them. The person, Lisa Munsch, Senior Scientist, who made the survey is leaving their company and they want to clear the balance due on the original bill. Carl Skiles made a motion to pay \$258.83. Kit Tatum seconded the motion and it passed with a voice vote called for by Russ.

The upcoming Sunday services were reported by Susan Berryman. March 22, will be the Flower Ceremony, the 29<sup>th</sup> will be a Seder (this will displace the Discussion Group). Roger Seidner will speak on March 29. The services for April will be Easter on the fifth, Yom Kippur with Roger Seidner on April 12. Reverend Dr. Randy Becker will speak on the 19<sup>th</sup> and Roger Seidner will speak on April 26.

The Discussion Group schedule as presented by Carl Skiles follows: March 22, Water Conservation, with Linda Bystrak and Russ Melling; no discussion on March 29, due to set up for the Seder; April 5, Near Death Experiences, with Dr. Pennington; April 12, The General Nature of Ethics, from the Great Courses. On April 19 the topic is to be announced and April 26 will have an Open Forum. The month of May will have Low Carbon Planet Friendly, with Lavon Silvernell speaking on May 3. May 10, we will explore Worship Vocabulary, May 17 Clyde Stephens will discuss Sustainability: Nature’s Way of Pest Control, May 24 to be announced later, and on May 31, we will have an open forum.

The Board of Trustees (BOT) will develop a Survey of the Congregation. They will ask the chairmen of the various committees to input, in writing by email, five questions for the survey. They will form the Leadership Committee and

meet with members of the BOT on April 9, at 10 a.m. to discuss their input. They will bring and eat lunch, in the office, at 127 N. Grove, with the members of the BOT. The Board members will stay after lunch until 2:30 pm to formulate the survey to be presented to the Congregation.

## **Ongoing Business**

Kit reported we purchase twenty hymnals; ten of each type. They have been delivered and Eleanor Fessler stamped each one with the UUCLC stamp.

The formation of a Ministerial Relations Committee as set forth in our By Laws was discussed. The Minister, Susan Berryman is to name two people and the members of the BOT brought their recommendations for a third person. We decided to have Russ ask Bill Hermann to be the member designated by the Board.

The creation of a Finance Committee to be a yearlong committee to review the budget, update accounts, planning fund raising and coordination, and stewardship campaigns. The current members are Chris Higgins, Stuart Anderson, June Sweeten, Hinda Ramsay, and Russ Littlefield. A chairman has not been designated. This group has met on March 6, and scheduled a meeting on March 31, 2015. This committee is in place and will select a chairperson to report to the BOT.

The creation of a Leadership Council, in compliance with Section C, Article 5, page 10 of our By Laws, was discussed. "... other Committees may be established by the President". The Committee will consist of the Board and the Chairs of Standing Committees (Caring, Finance, Membership, Publicity, and Social Justice) to meet regularly. The initial meetings will include leadership development and training and the co-chairs will be invited to attend. This Council will meet with the BOT on April 9 to formulate a Congregational Survey.

The BOT appointed Carl Skiles, Kit Tatum, and Janeane Reagan to form a committee to examine and recommend changes in the By Laws. The immediate concern is the requirements for membership.

The expeditious timing of Board meetings was discussed. The need to have the meetings shortened Chris proposed having items presented with some rationale by the presenter. This would shorten the length of discussion on the agenda items.

The Slate of Nominations for positions on the BOT is Chris Higgins, President, Russ Littlefield, Vice President, Stuart Anderson, Treasurer and Susanne Hanscom, Trustee was presented to the Congregation by June Sweeten on March 15, 2015.

The meeting adjourned at 4:30 p.m. The next meeting of the BOT will be on April 16 at 1:00 p.m. at 127 North Grove Street, in Eustis, Florida.

Respectfully Submitted:

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Kit Tatum, Secretary

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March 19, 2015