

Approved Minutes
The Unitarian Universalist Congregation of Lake County (UUCLC) Florida
Board of Trustees (BOT) Meeting
On December 17, 2015

This meeting was called to order at 1:05 p.m., by Christina (Chris) Higgins, the President of the Congregation. The meeting was held at 127 North Grove Street, in Eustis, Florida. The members of the Board of Trustees who were present, Christina (Chris) Higgins, Russ Littlefield, Stuart (Stu) Anderson, Katherine (Kit) Tatum, Betty Emery and Susanne (Suzie) Lockwood.

There was a motion by Betty Emery and seconded by Suzie Lockwood to approve the Minutes of the November 19, 2015 meeting. The motion passed.

Treasurer's Report: Stuart Anderson reported pledge receipts are even with the Budget, but contributions lag behind the budget. Pledge statements will be sent in January 2016 for 2015 pledges.

The Financial Report through November 2015 and The Semiannual Financial Abstract through November 30, 2015, were presented to the members of the BOT.

The Seidner Challenge has been fulfilled.

Stu Anderson also reported the Finance Committee had a meeting on December 14, 2015. One member of this committee has resigned.

Committee Reports

Social Justice: Suzie Lockwood will be in charge of managing our participation in the January 2016, Martin Luther King parade in Leesburg.

Frank Bishop and Sue Jantz made written reports to the committee.

The Membership Committee will meet again on January 21, at 10 a.m.

Publicity: The chairman of this committee, Gina Rossi, is looking for a photographer/videographer to aid in the publicity for the UUCLC.

WRAP: The committee met on December 15 and discussed their hopes for contemporary and appealing music to be one of our primary goals. We will plan on having an anthem in the Sunday services at least twice each month.

In an effort to integrate interfaith speakers several members of this committee will contact various possible speakers; i.e. Buddhist, Hindu,

Muslim, UU ministers. We discussed the possibility of small focus groups centered on themes.

Building and Design: The construction bids have been received by the building committee. The committee is working on bringing the design of the building within our budget. The next meeting of the Building and Design Committee will be on December 21, at 2:00 p.m.

The chairman of the Nominating Committee, June Sweeten, is working with her committee to find qualified people to nominate for openings on the BOT.

Ongoing Business and New Business

Suzie Lockwood is working on a design for business cards and address labels to represent our congregation.

Protocol for review and posting of minutes of the BOT meetings: The Secretary will draft the minutes within seven days of the meeting and send copies by email to the members of the BOT. The members of the BOT will respond to the Secretary the receipt of the Draft and/or any improvements they wish to add within the next seven days. The minutes will be approved at the next meeting of the BOT and will then be posted to the website. The Secretary will maintain copies of the Minutes on his/her computer as well as hard copies for a back-up file.

Regarding development of Employment guidelines, Suzie Lockwood and Chris Higgins will work with UUA materials to develop a draft which can be used for our musician.

A telephone conference call with Maggie Lovins, Chris Higgins and Suzie Lockwood: Ms. Lovins suggested we begin with our UUCLC covenant and move to create a right relations policy and a right relations team. The UUCLC Board is in the process of reviewing UUA materials including the Safe Congregations Handbook. A committee is being formed to review the wording of our covenant.

There was a discussion regarding the space we rent at 127 North Grove Street. The building has been sold. The new owner has not given notice to us regarding the area we will occupy or any change there may be in the rental rate.

New Business

In our discussion of Ministerial Relations we reviewed our agreement with the minister. Although the Letter of Agreement with the Reverend Susan Berryman provides for a Committee on Ministry at section 2.8, those who were recruited to serve (Ted Fessler, Eloise Fisher and Gina Rossi) had their duties defined in a narrow way, which was to be called upon to mediate disputes with the minister (2.8.3). It was agreed that because of other priorities the Board President and Vice President had not had the opportunity to conduct the annual review of the agreement as provided for in section 5.2, but would do so as soon as possible.

The next meeting of the Board of Trustees will be on January 21, 2016, at 10:00 a.m. in the office on North Grove Street.

Respectfully submitted by:
Kit Tatum, Secretary

December 22, 2015

