

Approved Minutes
The Unitarian Universalist Congregation of Lake County
(UUCLC) Florida
Board of Trustees (BOT) Meeting
On February 18, 2016

The meeting was called to order at 1:00 p.m. by Christina Higgins, President of the Board of Trustees of the UUCLC. Members of the BOT who were present: Christina (Chris) Higgins; Russell (Russ) Littlefield; Carl Skiles; Suzanne (Suzie) Lockwood; Betty Emery; Katherine (Kit) Tatum; Stuart (Stu) Anderson. A member of the congregation who attended the meeting was Peter Pitzele.

There was a motion by Stuart Anderson to approve the draft minutes from the December 17, 2015 meeting. The motion was seconded by Suzie Lockwood and passed.

Treasurer's Report

Stu Anderson reported he has figures completed for the first seven months of the Fiscal Year. We remain within the limits set in the Budget for this year. We have spent 39 per cent of the aggregate funds budgeted for this time period.

We have three certificates of deposit to mature soon, but no plan has been adopted for expenditure of the funds. Carl Skiles stated he would not be able to recommend payments toward the new building for another year.

The rent on the North Grove Street office is paid, according to our lease agreement, on a month to month basis. Stu Anderson has paid for three months to the new owner, Daniel DeVenanzo. We have not been billed for utilities.

Ongoing Business

Our agreement with the minister, Susan Berryman was shared with the members of the Board. The agreement with Rev. Berryman calls for an annual review, which we discussed the need for such a review at our December 17, 2015 meeting. Chris Higgins, Russ Littlefield, and Susan Berryman had a meeting on December 23, 2015 to review the agreement.

Chris Higgins wrote a report on the letter of agreement and the meetings she and Russ Littlefield held with Susan Berryman. A copy of this report was given to all of the members of the BOT. Action can be taken on any of the contents of this report prior to and during the next meeting of this body on March 17, 2016.

The development of Board Rules and/or Guidelines are to be printed and filed in a binder, which is in the office on North Grove Street.

The Covenant Review Task Group had not convened prior to the date of this meeting.

The plans for a Valentine party which was reported in the minutes of the January 21, 2016 have been tabled.

The annual UUA Certification has been completed. The UUA representative has acknowledged our request for free brochures.

New Business

Fiscal Year 2016-2017 Pledge Drive will need a chairman. Chris Higgins volunteered to revise the brochure used in the 2015-2016 Pledge Drive.

The Annual Congregational Meeting will be held on the first Sunday in April. This year it is on April 3. At that time Officers shall be elected, a budget for the ensuing year will be presented for discussion by the Budget Committee.

Nominations can be made from March 6 to April 3 and from the floor during the Annual Meeting.

The Spring Gathering will be on March 12, 2016 at the UU Church of Clearwater. The registration is \$50 and should be paid by February 21.

Committee Reports and Issues

The Building Committee report was made by Carl Skiles. He gave the Board Members a summary of his conversations with Joe Rispoli, Don Griffey, and George Aragon regarding the site work.

Don Griffey will revise his plans to show an Environment One pump station and a 1 ¼ inch force main to connect to the existing City force main on David Walker Drive. The electrical requirements, location, plumbing requirements will be transmitted to the electrical engineer for inclusion in the plans.

Post and rope will be at the end of some parking spaces.

Joe Rispoli will coordinate with his professionals to make the changes resulting from the deletion of the patio.

The revised plans will be shown to the sub-contractors to revise the bid and prepare a contract.

The Design Committee Report was made by Betty Emery. She noted the pews which the management of Waterman Village is going to dispose of. She wanted to know if we want the pews. She and Suzie Lockwood went to Waterman Village and measured and photographed the pews. Then she inquired into the cost of storage for the pews. With such a complete report Russ Littlefield moved, Kit Tatum seconded, to decide if we want the pews or let them go. It was decided not to take them.

Finance Committee report; please see Treasurer.

Social Justice Committee proposed to the BOT we offer volunteer time to the Open Door Homeless Drop-In Center. We will offer help from volunteers in our congregation on Fridays from 11 a.m. to 2 p.m.

The chairman of the membership committee, Janeane Reagan, reported the committee held a New Member Orientation on February 13, and are making plans for the induction ceremony.

There was a motion made by Suzie Lockwood and seconded by Russ Littlefield at this meeting of the BOT to have the Membership directory names and pictures in one directory with "Friend" or "Member" designated under the picture. The motion passed.

We Care Committee members make ad hoc phone calls and visits. Debbie Miller sends cards from UUCLC.

Gina Rossi reported for the Publicity Committee. She stated we need a photographer/videographer. Chris Ayers has decided to do just one more year of website management. We will need to find someone to take over when Chris leaves the work on the website. Pete Pitzele suggested we use a smart phone to record the sermons.

The WRAP Committee meets on Tuesday morning of each week to review the previous Sunday service and plan future services. This committee has made a recommendation to the BOT to change the start time of the Discussion Group to 9:30 a.m. and Announcements and the Sunday Service to begin at 10:45 a.m. This will be discussed with the congregation during an Open Forum session of the Discussion Group.

Education is being fulfilled by a small group discussion on Wednesdays at 10:30 a.m., alternately about spiritual journey and aging. The sessions are being well attended. Tai chi is being offered by Christi Cleveland on Thursday at 9:30 a.m. from January 21 through February 25.

Nominating Committee—per the bylaws section VII.C.3. "A Nominating Committee...shall prepare...a slate...to fill expiring and vacant terms of office and shall announce these names at a Sunday Service at least four (4) weeks prior to the Annual Meeting." This will be the slate for Trustee and Secretary and must be announced by March 6, 2016.

The next meeting of the BOT will be on March 17 in the office at 127 North Grove Street, in Eustis, Florida at 12 p.m.

Respectfully submitted by:

Date: _____

