

**Minutes of the
The Unitarian Universalist Congregation of Lake County
(UUCLC) Florida
Board of Trustees (BOT) Meeting
On April 21, 2016**

The meeting was called to order at 12:04 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. One member of the Congregation, Pam Ward, was present.

There was a motion by Carl Skiles and seconded by Betty Emery to approve the draft of the minutes from the March 17, 2015 meeting. The motion passed.

Stu Anderson gave the Treasurer's Report. As of March 31, 2016, we have used 75.2% of the Budget or this Fiscal Year. We have kept expenditures within the limits set by the Budget. The income for the period is ahead of the estimate in the Budget.

New Business

The Ministerial Relations Committee had a meeting on March 23, 2016. The committee members are Ted Fessler, Gina Rossi, Eloise Fisher and Susan Berryman. Susan Berryman summarized her feelings about her experiences during her first year as Developmental Minister. The next point was her wish to unify the numerous volunteers into a feeling of congregation/community and that we have a greater appreciation for the work of the volunteers.

The third item was in regard to the amount we are paying to the Developmental Minister. This will be reviewed by Chris Higgins and Russ Littlefield with Susan Berryman.

The Committee made these suggestions: meet when necessary; the committee and the Board should meet in the spring to provide evaluation of the year's progress. The Leadership Council should meet each month. There should be some formal plan assessment asking if the Board and Congregation are achieving our goals.

Ongoing Business

At the Annual Congregational Meeting Pam Ward was elected Secretary and Betty Emery was re-elected as a Trustee.

The FY 2016-2017 Pledge Drive was is underway.

Russ Littlefield received a letter from the City of Eustis stating our current lease on the Woman's Club Building can be extended to December 2016. Russ Littlefield will reply with the preference to have the lease extend beyond that date.

The Long Range plan is to construct a building and establish a mid-size congregation. Chris Higgins stated her wishes to have some decorations placed in the windows of the

“office”. She also urged the Board members to study the UUA site to learn about the General Assembly and other functions/programs provided by the UUA.

Committee Reports

Leadership Council had a meeting on April 18, 2016. The first discussions were considering what is working and what needs improvement. There was general agreement the Discussion Group, new time schedule, music and work with the Open Door were working well. The committee work was in need of improvement.

They considered plans and priorities to act on when we are in our new building. They considered programs to develop and put in place; i.e. coffee house, singles, movie night. What materials will be needed to support the programs?

There was a discussion of what we could do with the undeveloped twenty acres; i.e. sell some land, build an apartment units, etc.

Building and Design Committee

Betty Emery reported for the Design Committee. She has heard from the Pastor at Waterman Village regarding the pews they will have to dispose of when their new chairs are delivered. He told her they would prefer to donate the pews as a complete set, but if no one comes forward for the entire set, they would donate several of the 6 ft. long pews to us.

Ms. Emery is continuing to work with the Bertolini chair manufacturing company. She requested a quote on a larger more substantial church chair than the earlier sample they sent to us. She had not received a quote at the time of this meeting.

Susan Mulholland has agreed to serve as the chairman of the fundraising for furnishing and beautification of the new building. The start date for this fundraising will start in July with the intention that it would not confuse or interfere with the current pledge drive for operational expenses.

Carl Skiles reported on the progress of the building. He stated we received bids from five contractors, evaluated the bids, and selected Scherer Construction, Inc. in Orlando. They have been very helpful in deletions and adjustments to the plans to reduce the cost of the work to meet our budget.

After making the changes to the plans, including the deleting the covered patio, materials substitutions, changing the sewer system, and other items, the cost appears to be within our ability to pay for the project. The plans have been revised to show the changes, and have been resubmitted to the contractor and subcontractors for final pricing. We expect when all of the final quotes are received, the cost might be about \$200,000 over the amount of the Ruth Gray bequest.

Several methods of obtaining the additional funds have been discussed, including a fund raiser, obtaining a loan, selling some of the property, and others. When the final quote is received, a presentation of the possible funding alternatives will be made to the

congregation and a decision will be made as to how to proceed. The additional funds will be needed within one year from now.

If the revised plans and quote provide the savings expected, a contract can be signed and the work begun. The contractor projects it will take nine months to complete the project.

Carl Skiles also reported on shopping for the audio, visual and sound system. He found there is little difference in the cost of analog and digital systems. The digital systems are the modern method of operating these and will present less problem of operation and repair, if needed, in the future.

Education Committee is offering a small group discussion on Wednesdays at 10:30 a.m. alternately about spiritual journey and aging. This is being well attended.

The Finance Committee Chairman, Stu Anderson, reported the rent on the North Grove Street office is being paid to the new owner of the building, Daniel DiVenanzo. Utility payments are not billed or paid.

The question of who is qualified to access what financial information was taken up by this committee. After discussion in this meeting of the BOT it was decided to ask for recommendations from the Committee.

Stu Anderson also brought up our relationship with CenturyLink. Stu recommends we stop using this company and research a way to have an alternate phone line.

Public Relations chairman, Gina Rossi, is still looking for a photographer/videographer.

WRAP Committee chairman, Russ Littlefield, reported the committee continues to meet once each week to review the previous Sunday discussion group and Sunday services and to suggest changes. We also plan upcoming discussion groups and services.

The meeting adjourned at 3:25 p.m. The next meeting of the Board of Trustees will be on Thursday, May 19, at 12:30 p.m. in the office on North Grove Street.

Respectfully submitted by:

_____ Secretary

Date _____

Kit Tatum, Secretary

Addendum: Discussion of April 21, 2016 Minutes on June 23, 2016: **Note** –Recommendation made to amend the minutes to include that a discussion was held regarding the expiration of the UULC membership in the Eustis Chamber of Commerce. Betty Emory is to approach the Eustis Chamber to determine how to reap the benefits of membership and report back to Board. After hearing Betty’s report, the Board will revisit renewal of membership. There was a motion by Stu Anderson and a second by Susie Lockwood to approve the draft of the minutes as amended. **The motion was unanimously approved.**

