

Final Minutes
The Unitarian Universalist Congregation of Lake County (UUCLC) Florida
Board of Trustees (BOT) Meeting
127 N Grove St, Eustis, FL
July 21, 2016

The meeting was called to order at 12:35 p.m. by Christina Higgins, President of the Board of Trustees of the UUCLC.

Attendance -- Board Members: Christina (Chris) Higgins; Russell (Russ) Littlefield; Carl Skiles; Suzanne (Suzie) Lockwood; Betty Emery; Stuart (Stu) Anderson. Pam Ward was absent.

Minutes of the Previous Meeting – June 23 meeting minutes were not available.

Treasurer's Report – Stuart reviewed the Financial Report as of the June 30, 2016, the end of FY 2016, with the Board. He also read us his draft article, outlining the status of our finances at the end of FY 2016 and the beginning of FY 2017, and requested edits before he submits the article for inclusion in the Newsletter.

New Business

- Lake County Interfaith Council – Chris attended this group's initial meeting on 6/27. Seven representatives from UUCLC attended a meeting on 7/18, hosted in our Grove St Office, to address how the Lake County group should be organized. The next meeting will be convened on 8/1 in Mt Dora with the representatives of the Interfaith Council of Central FL to explore further whether our group can become a 'chapter' of the Central FL organization.
- FL Coalition to Prevent Gun Violence – Chris distributed this solicitation as an example of the kind of activity that UUCLC might want to become involved in. Such involvement might increase UUCLC visibility in the community. Russ suggested this would be a good Social Justice Committee topic.

Ongoing Business

- Posters to publicize UUCLC on exterior of Grove St Office – Chris will speak to Gina about this project. After the meeting we displayed the blue and white banner in one of the windows.
- Status of Chamber of Commerce Membership; possibility of displaying our brochure. Betty will talk to Gina about future opportunity. However, in the short term, we do not have a current brochure, so Stu will respond to the solicitation, that we will not be renewing our membership at this time.
- Long Range Plan – Construct Building; Develop next leaders; develop additional programs; establish mid-sized congregation –Maggie Lovins' indicated that she would be sending us reference information. Chris will follow up with Maggie.

Committee Reports and Issues

Leadership Council Meeting—**Tentatively scheduled for Thursday, September 8 at 10:30 am**

- Chris will ask Pam for minutes of the June 9 meeting and distribute these along with an announcement of the September meeting and a request for agenda items.

Bylaws Committee – Tabled

Building and Design— -- Carl led us through an extensive discussion regarding the status and activities of the construction project.

1. Ongoing communications and administration—Carl indicated that he is receiving a variety of communication; will report in summary to the BoT; bringing decision items as needed. The BoT agreed.

2. Orders for steel building and underground structures have been placed consistent with the bid documents.
3. Carl and Stu will devise a procedure to efficiently process Purchase Orders, review to ensure delivery of service, approve payments, and issue checks.
4. Carl has asked Keator to revise the provisions of the Builders Risk Insurance, so that UUCLC is the primary insured and that Keator is the additional insured. Stu will contact Hillcrest Insurance and have them send a Certificate of Insurance (regarding our liability insurance on the property) directly to Joe Collins at Keator with a copy to us.
5. Roof, and credits for other items—we were happy to learn that the copper roof material does not have a premium up-charge.
6. Signage – the electrical bid includes 2 lines going to the signs. The bid also has an allowance of \$4500 for signage, but this may be low. Gina is looking into options with the folks that supplied our temporary signs. Betty indicated she might do some checking around.
7. Requests for Information, "RFI's" from sub contractors may be received as they seek clarification regarding our specifications. If Rispoli can't answer the questions and if we are called upon for information, it will be necessary for us to respond quickly so as not to delay the project.
8. Audio / Visual System – Entertainment Arts is working on their proposal.
9. KI Chairs and Furniture – Betty is working with this vendor.
10. \$1,000,000 was wire transferred from UUA into our account on 7/21.
11. Glenn Tyre (the realtor who helped us purchase the Mt Homer/ David Walker property) has expressed some interest in handling the sale of any portion we might consider selling. In a meeting with Carl, he shared property comparables, ranging roughly \$47-90k/acre. The Board reviewed the By laws and considered options for covering a possible funding shortfall: sale of property, borrowing from a bank or congregation members.

The UUCLC By laws require Congregational approval for the sale of Real Estate. (See Section VI.D. Quorum: “Twenty-five (25) percent of Voting Members of the congregation shall constitute a quorum, except that forty (40) percent of Voting Members of the congregation shall constitute a quorum for :

- 1) Amendments to the By Laws,
- 2) Purchase or sale of real estate, ...” And...XII.C. Real Property – *BoT note the Bylaws inconsistency. This section calls for 2/3 approval, VI.D call for simple majority. I think the more detailed language usually carries, so maybe 2/3 would hold???)*

Carl Skiles made the following motion: I move that we call a special congregational meeting as soon as the appropriate notice can be given to authorize the Board of Trustees to list and possibly sell a portion of the remaining 19 acres of church property to help fund the completion of the building, if necessary. The motion was seconded and approved unanimously.

Regarding this meeting and vote to possibly sell church property, Stu made a motion to permit absentee ballots with the understanding that these ballots will count towards a quorum. The motion was seconded and approved unanimously.

Education – RE-- Adult and Children. Many of our members have experience in education. Once we have a point person we can add to our collection of curricula. One suggestion is for UUCLC members to pull out the center section of the UU World Magazine “Families: Weave a Tapestry of Faith”, as these materials can be accumulated and saved and used for children's Religious Education.

Finance – Covered under Treasurer's report.

Membership – Six people have expressed interest in membership; new member orientation session will probably be conducted in October.

Public Relations – Stacy Layman in Ocala has taken over as Web administrator for Chris Ayers. Her rate is the same; check out her refs and work here: <http://brightgreenpath.com>. Gina will be the point person to work with Stacy; this is how she prefers to operate. Anyone who would like to post articles on the site, please send to Gina via gsrossi@mac.com.

Social Justice and Environment – Our thanks to Suzie who is coordinating Open Door volunteers on Fridays from 11am to 2pm. Also see Interfaith Council under New Business. Karen Bryan has expressed interested in UUCLC collecting food for the Leesburg food bank; we will begin collection soon with her help.

We Care -- Check to see S. Mulholland's role; Debbie Miller sends cards from UUCLC.

WRAP

Discussion Group- Covenant Review Task Group—Status
Summer Program 10:30am 6/19—9/11/16
Church Year 2016-17 Theme: Coming Together

Next Board Meetings: August 18, 2 pm; September 15, 2:30 pm

Respectfully submitted,

Chris Higgins,

UUCLC President