

February 2017 Minutes

The Unitarian Universalist Congregation Lake County (UUCLC) Florida

Board of Trustees (BoT) Meeting

127 N. Bay Street., Eustis Florida

Thursday, February 9, 2017

In Attendance:

Chris Higgins, Stuart Anderson, Joyce Axelson, Trustees, Betty Emery and Suzanne Lockwood, Members, Fred Lorch and Peter Pitzele.

The meeting was called to order by Chris Higgins with lighting of the chalice and a meditation and centering at 1:10 p.m.

Stuart Anderson made a motion to accept the January amended minutes. Betty Emery seconded the motion, and the minutes were voted on and accepted as amended. The minutes have been sent to Gina Rossi for posting on UUCLC website.

TREASURER'S REPORT:

Stuart Anderson gave a report on the Financial Status of UUCLC:

- End of January we are 7/12 through FY
 - Expenses are at 34% of budget
 - Income is good. Higher than 58% of budget
 - Everything looks good for remainder of FY

NEW BUSINESS

2017/2018 Pledge Budget

- Need to develop a 2018 Budget

- Process on Budget appropriation was discussed by the Board with the following points addressed:
 - Examine prior year's budget and look at experience and identify what needs are for upcoming FY.
 - Committee chairs are asked to provide a **wants and needs** list and this is on the agenda for the next Leadership Meeting scheduled for Thursday February 23rd at 2:00 p.m.
- Rob Tucker will be speaker and will address Pledge Drive on March 5th
 - However, we still need a formal pledge drive
- Member, Peter Pitzele suggested convening annual meeting might be a good place to launch Fund Drive. Suggested having a catered lunch. At that point Peter will take co-responsibility for launching a pitch.
- President, Chris Higgins, referenced UUCLC by-laws regarding the Annual Meeting and it is to be held the 1st Sunday of April. There is a 14-day preceding Annual Meeting requirement to publish a written notice of the date of the Annual Meeting.
 - The By-Laws state the 'unless the 1st Sunday falls on a holiday; the meeting shall take place.'
 - The Board would have to issue a change to By-Laws to change the meeting date
 - The Board agreed to wait until March 19th to give notice of the meeting. Check to see if we can have occupancy by the 1st week in April.
 - Discussion on what alternatives for the annual meeting, including conducting meeting in the Woman's Club setting if the new building is not completed for occupancy for the April Meeting.

- Peter Pitzele suggested getting large, life sized, photography of the inside of the new building done to place around the Woman's Club if we have Annual Meeting there.
- o Discussion tabled until Board Meeting on March 9th where we will have updates on occupancy.
 - Agenda for the Annual Meeting includes:
 - Election of Officers
 - Presentation of the Budget
 - **Nominating Committee** – John Landers, Joanne Reilly and Gina Rossi are developing a slate to fill vacancies for President, Vice President, Treasurer, and Secretary.
 - Per bylaws, the Nominating Committee 'shall prepare from the Official Roster of members a slate of eligible candidates for election as officers and trustees 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', ie, March 5th, 2017.
 - **Presentation of the Budget**
 - A discussion on the Presentation of the Budget followed with the following points covered:
 - Presenting the Budget prior to Pledge Drive allows us to ask for pledges to match the Budgetary needs.
 - Can members pledge up to 10% more than 2017
 - Discussion on having the Annual Meeting in the New Building which represents all the opportunities available in that space may encourage larger pledges
 - Offering members a chance to get behind projects or get involved in is a plus on getting pledges

- Betty commented on the WOW factor of the New Building in driving pledges
- Concern about occupancy date and Annual Meeting being in the New Building were discussed...Keator Construction assures us that even though there have been a few setbacks, March 31st is the date for occupancy.
 - What required inspections need to be completed prior to occupancy were discussed.

NEW BUSINESS:

This year's General Assembly is scheduled for June 21st – June 25th

- Assembly will be held in New Orleans
- Discussion on subsidizing attendance of members included the fact that traditionally UUCLC subsidizes 2 members to attend. Betty Emery offered the information of the cost of hotels, parking, distance from hotel to convention center.

COMMITTEE REPORTS AND ISSUES:

➤ Part time Minister Interview Committee –

- Report from Egor Emery, Judith Havens and Carl Hommel was presented by Egor Emery.
 - The committee met with and interviewed two candidates. Currently their talents and skills are being evaluated and the committee is deep in that process.
 - The committee is not discussing salary and one candidate is inquiring about salary.
 - There may be challenges to face as this process goes on.
 - Start date due to the Church Year calendar

- Committee will evaluate the candidate's performance in a neutral setting
- Currently working with scheduling conflicts
- Budget for position was discussed
- Contract will be renewable after one year and if agreed upon by all parties and evaluation
- Seeking input from congregation, a reminder email to complete questionnaire is being sent to members.

Public Relations –

Grand Opening – May 13, 2017 – Planning Meeting Report sent by Gina Rossi via email on 1/31/17

- Theme for the Grand Opening is 'Nurture your Spirit, Help Heal our World'
- Has decided on a BBQ
- Lakes County Band performing
- Next meeting is February 27th at the office at 10:00 a.m.
- Fred Lorch is researching banners and getting quotes on banners

Leadership Council Meeting— scheduled for 2/23 at 2pm in the office.

Building

- Sale of Land
- Chris and Carl will complete transaction of sale of property when all the paperwork is complete.
- Currently there is a delay with buyer and survey that needs to be completed prior to sale.
- Survey being done today, February 9th.
- Glenn Tyre (realtor) indicated that buyers are okay with delay to get survey completed. We have a verbal agreement on that.
- Carl and all parties okay with purchase and sale pushback.

- In August a vote was taken on the sale of a portion of the land and members voted to authorize the Board of Trustees to move forward with Realtor.
- We had two possibilities on the sale of the land.
- Currently we have a buyer who will purchase 3.3 acres in the northwest portion of the property.
- A motion was made to sell 3.3 acres by Stuart Anderson.
- Betty Emery seconded motion.
- Chris Higgins voted to make a quorum and the vote was unanimous to sell the land.

A discussion developed on the use of the land. Peter Pitzele and Fred Lorch shared about the possibility of the Boy Scouts renting space in the building because their organization is no longer welcome in some churches because of their stand on LGBTQ members.

The Boy Scouts would also be interested in clearing the land and making paths in the wilderness portion of the land.

- Some discussion clearing a path through the land and then the Boy Scouts could develop trails off the path. Peter Pitzele is going to look into the cost of clearing the land.
- Peter Pitzele also offered to gather materials on the formal mission and goals of the Boy Scouts to assure that they align with UUA mission and goals and explore ways that we would partner with this organization.

Building Beautification

A discussion on pledges and donations for the new building took place. Stuart Anderson will email Betty Emery the list of donations we have to date. It was suggested by Chris Higgins that we get confirmation of the following donations:

We need contributions to be in place as soon as the Certificate of Occupancy is issued.

- **Chalice and stand** – Gina

- Was Doug Hayes provided the date the Chalice and Stand are needed?
- **Piano**
 - Paulette
 - Peter to speak with Paulette regarding donation of Piano
- **Quilt**
 - Quilt will not be ready for Certificate of Occupancy – Janeane and Bernie are donating monies towards this, UUCLC may have to subsidize the rest. What monies are available for this purpose.
- **Stained Glass windows** – monies were contributed towards the purchase – do we have enough?
 - Betty has a meeting on February 22nd to look at possibility, however the artist needs 1 year production time.
 - Fred Lorch suggested to go with a local artist.
- **Podium**
 - Is this being purchased? Is Egor designing and building?
- Peter Pitzele shared about an artist that used colored silk with a fan blowing the strips of colored silk and what an impact that has. Peter will provide the name of the person on Long Island that works with silk, possibility of doing a workshop with congregation.

BUILDING DESIGN

Betty developed a conversation regarding the increase in attendance at Sunday Services regarding the number of chairs that have been ordered.

- Currently we have 100 Sanctuary chairs ordered and 50 chairs for the social hall.
- Highest attendance in recent weeks has been 77

- We can have 111 seats in the Sanctuary with a possibility of 200. However, Betty is not sure what the code is for number
- We will be able to fit more based on the mathematical equation of 3' per person.
 - We can order more Sanctuary Chairs from Bertolini at a cost of \$78.00 per chair, and social hall chairs at a cost of \$25.00 per chair.
 - We can order them with a 2-week turn around delivery.
 - Betty is inquiring about incurring any additional cost due to small size of order.
- A discussion developed around tables. A suggestion was made to have round tables that led to an agreement that we should have a mix of round and rectangular. Home Depot and Loews may carry a lightweight resin table that does not have to be ordered.

Finance -

The Board of Trustees reviewed and discussed a revision and responses to the proposed revision to the UUCLC Finance Committee's Covenant.

- One response indicated that the first two statements of the revision belong in another document under the Confidentiality Clause Rule.
- Rules are for the Board, Covenants are for Committees. Covenants binds committees
 - Non-members should not be privy to conversations in Finance Committee meetings.
 - A discussion followed on where the first two items belong.
 - It was agreed to remove the items and restore the original Finance Committee Covenant.
 - Two statements will be put into the UUCLC Board Rules.
 - By-law review and revision, which is currently tabled, will be discussed again at a future date. The proposed two statements were read again and inserted into the Board rules that were adopted on June 20, 2016, i.e., Rules of the Board Confidentiality Rules.

- A motion was made by Stuart, seconded by Joyce, and was moved and following discussion a unanimous vote was

Membership –

The next Orientation Session is scheduled on two successive Sundays after Service. On Sunday February 12th, will meet for lunch out and then convene in the Office for general information about UU. On February 19, those who have expressed interest in membership will gather for lunch in the Office and more in depth discussion.

WRAP--

Out of the Box, Discussion Group; Services : everything is working well

Education –

An eight-week group will be meeting to share experiences of the UU principles in life and practice, on Mondays Feb 13 - April 3, to be co-facilitated by Christie Cleveland and Susan Pitzele.

Social Justice and Environment –

- UUCLC volunteers are staffing Open Door on Fridays from 11am to 2pm.
- Chris Higgins continues the Board of the Interfaith Council

Care -- Debbie Miller continues to send cards from UUCLC. Marion County UU Minister will speak about 'Caring Advocate' training program at the service on February 11th.

Next Board Meeting – Thursday, February 23 at 1:00 p.m. And March 9 at 1:00 pm

A motion to close the meeting was made by Stuart Anderson and seconded by Joyce Axelson. The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Joyce Axelson
Secretary