

**JANUARY****The Unitarian Universalist Congregation Lake County (UUCLC) Florida****Board of Trustees (BoT) Meeting****127 N. Bay Street., Eustis Florida****Thursday, January 19, 2016****In Attendance:**

Chris Higgins, Russ Littlefield, Carl Skiles, Joyce Axelson, Trustees, Betty Emery, Suzie 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 1:00 p.m.

Stuart Anderson made a motion to accept the December amended minutes. Carl Skiles 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.

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

We are half way through the Fiscal Year. We are operating at 30%, which means we are spending at a slow rate. Rentals are high.

- Income we are operating at 52.5%,
- Pledges are at 50% and we have a heavier pledge year coming up.
- We currently have more donations than what we expected
- Accounts:
  - Building account is up due to Ruth Gray Trust transfer from UUA.
  - Money Market savings goes up slowly.

Financial looks good as we are taking in more than we are currently spending. UUA responded quickly on our request to transfer funds to us to pay for the building.

## NEW BUSINESS

### Interfaith

Chris Higgins invited questions, comments and discussion on the Interfaith Council's (IFC) request to become an affiliate of UUCLC. Chris provided background on development of the IFC, including UUCLC participation. A copy of the request is attached to these minutes. Chris read the letter/request to the Board.

Chris Higgins also read the Mission Statement of the IFC of Central Florida that the local IFC proposed to be under the umbrella of. However, the IFC of Central Florida does not include non-theists or humanists.

Members of UUCLC attended a local IFC meeting where Sandy Arnold read the criteria for that group that stated the inclusion of non-theists and humanists and as a result the IFC could not be accepted under the umbrella of the Central FL group.

Discussion on whether or not to grant the local IFC affiliation followed including some of the following points brought up by those in attendance of the meeting :

- "We can drop any affiliation with the group at any time"
- UUCLC taking a lead in this group
- Advance exposure in leadership of Religious Groups
- It is within UUCLC mission for UUCLC to be involved
- Membership adds dimension due to our lack of minister
- Should the Board adopt guidelines for Independent Affiliates?
- Members had a sense that IFC should be affiliated with all member churches of their group
- \*A lot of churches will not affiliate with IFC mostly certain fundamental churches. Currently the members of IFC are members from the Methodist, Episcopal, Jewish, Islamic, and UU faith based organizations.
- The objective of the IFC in approaching UUCLC is to formalize and apply to the state for Articles of Incorporation separate from Central Florida IFC.
- Article of Incorporation – Chris Higgins has a draft of this document. IFC is in the process of forming their official Board. After a membership drive and

election of a board, The Council intends to file for 501C status. Waiting to satisfy requirements.

**RE: read request** --- It seems as though IFC only wants to use our address in order to file required documentation to submit their Articles of Incorporation. Discussion followed and consensus of the BOT is that it is good to have guidelines (rules), including guidelines on a possible financial obligation.

IFC of Central Florida has a UU Minister on their Board.

**Question posed to Board:** Can we agree on a temporary affiliation? Then there is the possibility that IFC could re apply after they convene their new board, leaving us the space to create guidelines (rules). Discussion on guidelines followed.

It was suggested that we could have a provisional affiliation. This approval would be provisional, pending development of rules as required by our by-laws.

Chris volunteered to write the rules and circulate to the Board. The rules would cover information on the obligation to give us money predicated on threshold. The use of our facility as a meeting place and charging rent and/or do we charge membership dues.

Following discussion, Carl Skiles made a motion to give provisional affiliation to local IFC subject to adoption of UUCLC rules granting affiliation to and acceptance of those rules by IFC. This motion was seconded and all members were in favor of the motion.

### **OUT OF THE BOX:**

Peter Pitzele, winter resident and member of UUCLC, indicated that Outside the Box will continue on January 29<sup>th</sup> as a discussion prior to the service. Peter invited future direction and positive input. Some members offered suggestions to add to the findings of the previous Out of the Box experience.

- Carl offered the idea of a Philosophy Club
- A woman's Group/Men's Group

A discussion followed brainstorming on where to lead the congregation on the next Out of the Box experience continued. Peter offered that 'we are long on ideas and short on execution'. Peter suggested that we need to bring in the people and determine what groups we can successfully offer with leaders for the groups.

## **ONGOING BUSINESS:**

**COMMITTEE FAIR** – Plantation, in Leesburg, is hosting a committee fair that Gina invited members of the Board of UUCLC to attend to get an idea of how to create a Fair within UUCLC. Chris Higgins volunteered to attend this and invited others to attend with her.

**Winter residents** --- discussion on connecting with winter residents during the summer months to discuss important issues the following examples were offered:

- Minister
- Building
- Programs
- Publicity
- Website

Committees need a kick start. Discuss at next Leadership meeting that is scheduled for next leadership meeting to be held on Thursday February 23<sup>rd</sup> at 2:00 p.m. Board will now meet twice a month, February meetings to be on Thursday, February 9<sup>th</sup> and Thursday, February 23<sup>rd</sup>.

Peter suggested that connecting committees with what people want would be a good start. Weaving together a plan to identify sub groups and leadership.

## **Grand Opening:**

Gina discussed PR

- Orlando Sentinel – 2 large ads on Thursday and on Sunday prior to the event
- 1<sup>st</sup> service will be early April
- Grand Opening will be May 13<sup>th</sup>

- Dedication --- still discussing
- General Outline:
  - Music – John Landers Lakes Orchestra
  - Strolling Guitar players
  - Logan
  - Refreshments: Cookies, lemonade, ice teas
  - Paper Goods --- cups napkins
  - Garbage Cans
  - Cards, brochures regarding UUCLC information, and current programs, membership
  - Brochures on Social Justice – obtain from UUA
  - A table on groups --- so people can sign up to join
- Monitor in the lobby with streaming video of activities or a slideshow of our accomplishments
- Greeters

Gina will cover all issues and information with Janeane to assure that all facets of the open house are covered and understood to prevent overlaps

### **New Church Address:**

**1235 Mt Home Road**

**Eustis, FL 32726**

**352-805-8451**

### **COMMITTEE REPORTS AND ISSUES:**

- **Part Time Minister Interview Committee**
  - A committee has been formed for the purpose of interviewing candidates for the part time ministerial position. Egor Emery is chairing that committee and members include Judith Havens and Carl Hommel.
  - A questionnaire has been developed and will be handed out at our next service. The purpose of the questionnaire is to determine the needs and wants of the congregation relating to the hiring of a new Part Time Minister.

- o The committee is currently reviewing the qualifications and interviewing two potential candidates.

- **Nominating Committee**

- o A committee has been formed including members John Landers, Joanne Reilly, and Gina Rossi. The committee is currently developing a slate to fill vacancies for President, Vice President, Treasurer and Secretary. The committee is currently contacting members to determine interest.

- **Leadership Council Meeting** will meet at 2:00 p.m. on February 23<sup>rd</sup> immediately following the one hour BOT meeting, scheduled for 1:00 pm.

- **Building and Design Committees:**

Betty Emery provided the following information on the Building Design Committee's work.

- Following up on items from last month's report:

- o Betty contacted the Bertolini Sanctuary chair company and asked that the chairs not be ready for delivery until the end of March. They agreed.
  - Per Mike Knize with Keator Construction, we can receive the chairs and store them in the building prior to our certificate of occupancy as long as the room we put them in has finished floors.
- o Betty and Egor went to Restaurant Equipment World in Orlando to look at the appliances based on a suggestion by Russ and June.
  - Betty and Egor met with the same salesman that helped June and Russ this past summer. After looking at the commercial gas range they decided that for the purposes of our congregation it would not be a good fit for our needs.
  - Betty and Igor also looked at the warming/proofing ovens and were impressed. A decision was made that an insulated oven would be better for UUCLC's needs.
  - Based on pricing being two times the cost of the original idea, the warming/proofing oven will be put on hold for until we have the funds to purchase.

- Restaurant does have a stainless steel table that should be purchased to serve as the center island in the kitchen. They also had several styles of durable rolling carts which we will need as well.
- Betty and Egor also went to Southeast Steel in Orlando (an appliance company) and looked at gas ranges, icemakers and refrigerator/freezers.
  - A decision was made to purchase US made professional 36" gas range by Thor.
  - This company also carries the dishwasher model we selected last month (Bosch 500) and we can order and have them deliver both.
  - Betty and Egor were not impressed with icemakers and for the money we decided it may be more cost effective to buy bags of ice when needed. We have an icemaker in the construction plans so a future installation will be possible.
  - A refrigerator/freezer has not been selected yet. We are trying to decide if a large residential unit will be sufficient or if we need a side by side refrigerator – freezer is similar to a commercial kitchen set up.
- **New items for this month:**
  - A Sears Kenmore stackable washer and dryer unit for the pantry has been selected.
  - Betty and Joyce Axelson went to 3 different sign companies to investigate the medallion to be installed on the side of the building.
    - Those companies were CTI signs in Tavares, Wrap Masters in Eustis, and Sharp Designs in Mt. Dora.
    - As of now we have two proposed designs from Sharp Designs.
    - We have not received drawings from the other companies and we have not been given quotes from any of them yet.
    - We expect to hear from them soon as Joyce has contacted them and they promised to respond.

- Attached documents on those meetings are for your information.
- Betty was contacted by Janeane Regan regarding the quilt she and Bernie are going to have made as a donation to the beautification of the building.
  - Janeane and Bernie have selected a quilt maker who is an artist from Deland. Janeane was provided a link for UUA design quilts for inspiration.
  - Janeane and Bernie hope to have the quilt ready when the building is finished.

Stuart Anderson has set up our wish list with an Amazon account for UUCLC. He has started the wish list and I will be adding items to the list for members of the congregation who wish to purchase items for the new building.

Gina Rossi presented a sample drawing of Chalice for the Sanctuary of the new building. These drawings were submitted to Gina by Doug Hayes, the local artist who is working on this project. Everyone thanked Gina for all the work done on this project. The Chalice will be on a stand. Discussion moved to stained glass windows, and moving forward with that.

## **BUILDING COMMITTEE**

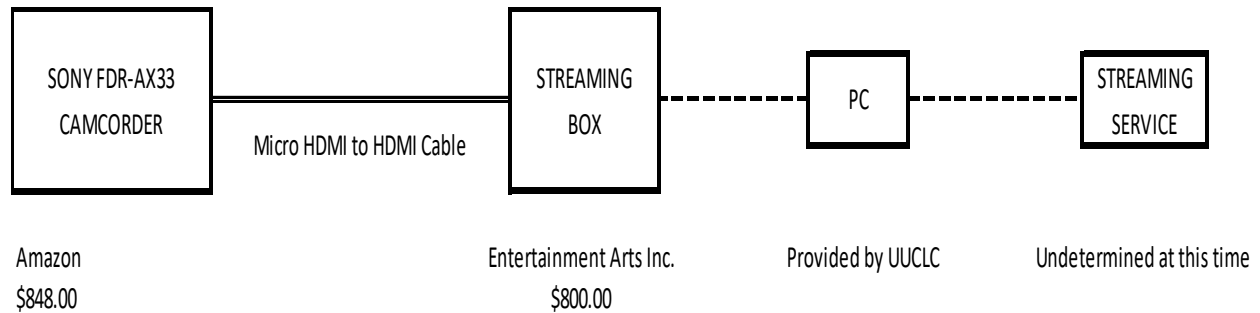
Carl Skiles made mention of visiting the site of the new building. The correct protocol to visit the new building is to contact Carl, and, when visiting the new building only go after 4:00 p.m. due to OSHA laws.

Carl then provided the board with the following report:

- Building construction progress is on time and scheduled for finish the end of March 2017.
- Building Fund status: Short \$75K to \$95K. Ruth Gray fund and CDs will not cover that amount.



- Sale of some UU property: It is a good idea to sell some acreage off as a means of getting cash flow for shortfall and operating expenses. There is an offer on a small parcel of the land, the least desirable part of the land, 3.3 acres on the North end. The offer comes in at \$46,500.00 per acre.
  - Work to be done to finalize the offer.
    1. City wants application filed \$100.00
    2. Three surveys 3.3 acres, buyer pays for this
    3. May accept our original survey
    4. Sketch or description – Simple Survey \$2000.00
      - a. Or we may be able to legally change the original for a fee of \$500.00
      - b. \$600 - \$2,000 for application
      - c. Real Estate Broker's commission – has lowered from 6% to 5.5%
      - d. Amount we realize will cover the shortfall and leave us with some money
- Bank Loan status:
  - Agreed to give us a loan that would be like a mortgage
  - Fees for Loan of \$100,000.00 are \$3200.00
  - Interest rate for 10 years is 5.2%
  - This would be through Green Bank
- Need to establish committees, individual members or contract services for operation and maintenance of the building. The Board discussed options as well as group some of the following together under one committee chair.
- Landscape trimming
- Lawn mowing
- Irrigation system timing and maintenance
- Building cleaning and maintenance
- Purchasing supplies
- Opening and closing of building for services and other meetings
- Security system monitoring and operation
- Audio / Visual system operations
  - Fred Lorch made the following report on a/v and camera



1. Fred reported that he had been in contact with Entertainment Arts (Tim Huff) regarding the audio/visual equipment being supplied for the new building.
2. Tim advised that we would need a camcorder with HDMI output, a streaming box (which they can provide) and streaming provider.
3. The camcorder requirement was researched and Fred recommended that the UUCLC consider purchasing a SONY Model FDR-AX33/B-4K Camcorder with accessories from Amazon for \$848.00.
4. The search for the streaming provider continues, Fred and Peter Pitzele will meet with SCI (computer services consultants) to discuss needs for UUCLC computer and streaming providers.

- Kitchen operations
- Air conditioning/heating and lighting system operations— recommendation was made to get programmable thermostats and motion detectors for lights to save on electrical, and air quality energy costs
- Chair and table setup and takedown
- Advertising and promotion for and rental of the building

#### **EDUCATION COMMITTEE:**

- Currently a Tai Chi class is being presented by Chris Cleveland on Tuesday mornings from 9-10 am.

#### **FINANCE COMMITTEE:**

Report given at beginning of meeting.

#### **MEMBERSHIP COMMITTEE:**

- Currently planning a new member orientation to welcome the new members we currently have at UUCLC.

#### **PUBLIC RELATIONS COMMITTEE:**

- Currently working on the Grand Opening

#### **SOCIAL JUSTICE AND ENVIRONMENT:**

- UUCLC volunteers are staffing Open Door on Fridays from 11 am to 2pm
- On January 12<sup>th</sup> Chris Higgins and Joyce Axelson attended a Neighborhood Forum to assess where UUCLC can be helpful to the community.

- Made contact with other Faith Based Communities in Eustis
- Met with Community Police Officer --- will do free safety assessment of our new building
- Met with Mayor
- This was a valuable networking event
- Chris Higgins continue to be active and is on the Board of the local IFC.

#### **CARE COMMITTEE:**

- Debbie Miller continues to send out cards from UUCLC.
- Janet Onnie, Minister from Marion County has offered to do training on Pastoral Care for our members.

#### **WRAP COMMITTEE:**

Russ Littlefield provided the Wrap report for January.

- WRAP is an acronym for Worship Research and Programming.
- Wrap Committee meets every Tuesday at 10 to analyze previous discussion groups and services and plan future discussion groups and services.
- Upcoming Discussions and Services are as follows:
  - **SUNDAY DISCUSSION GROUPS FOR JAN**
    - Jan. 22<sup>nd</sup>: The Great Courses, "The Aging Brain", Lecture 9, "Parkinson's Disease and Stroke", By Prof. Thad A. Polk, University of Michigan
    - Jan. 29<sup>th</sup>: Out of the Box: Envisioning our Future Part II will be guided by Susan and Peter Pitzele

- **SUNDAY SERVICE SPEAKER SCHEDULE FOR JAN/FEB 2017**

- Jan 22 Roger Seidner: Adversities and Adversaries
- Jan 29. Pete Kersey: It is an Awesome World
- Feb 5 Herb Agee Stewardship talk
- Feb 12 Janet Onnie Minister from Orange County.

A motion to close the meeting was made by Stuart Anderson. The motion was seconded by Suzie Lockwood. The meeting adjourned at 4:45. P.m

Respectfully submitted

Joyce K. Axelson  
Secretary