

**February 2017 Minutes Mtg 2**  
**The Unitarian Universalist Congregation Lake County (UUCLC) Florida**  
**Board of Trustees (BoT) Meeting**  
**127 N. Bay Street., Eustis Florida**  
**Thursday, February 23, 2017**

Chris Higgins opened the meeting with moments of silent reflection and lighting of the Chalice.

BOT Members, Chris Higgins, Russell Littlefield, Stuart Anderson, Carl Skiles, Betty Emery, Joyce Axelson along with members Fred Lorch, Egor Emery and Peter Pitzele attended the meeting.

Stuart Anderson made a motion to approve the minutes of the February 9, 2017 meeting. Russ Littlefield seconded the motion. A vote was taken and a unanimous vote resulted and the minutes were accepted.

### **Treasurer's Report**

There will be no Treasurer's Report as this was the second meeting this month.

**Building and Design**— Carl Skiles and Betty Emery reported.

Carl gave the following report

- Projected Occupancy Date is still at March 31<sup>st</sup>.
- The only issue is one with the hood and fire suppression system exhaust and fans. This is currently being reengineered and may take 4-6 weeks to make and then 1 week to install.
  - This fix is needed and required for Certificate of Occupancy
  - We still have 6 weeks prior to move in
- Drywall is up
- Stonework is completed
- Medallion – the vendor could not provide a drawing for the permit process, so an engineer is being hired to do that drawing. When medallion is completed Keator will install.

- **PROPERTY SALE**
- Going well, closing has been extended 30 days so that the buyer can complete his permits and lot survey. As soon as permit process is complete Carl Skiles and Chris Higgins will sign the papers for the sale of 3 acres of land on the North Side of the property.
- Amount realized from sale of land will be \$138,000.00 minus the recording fees and Real Estate Broker fees.
- Glen Tyre has been helpful and process is going well.
- Loan application has been extended 30 days until Mid March.
- We are on target for first service on April 2<sup>nd</sup>, or possible April 9<sup>th</sup>
- Chairs can be delivered and stored without Certificate of Occupancy
- Appliance can be installed prior to Certificate of Occupancy
- Lighting is ready
- Wiring for AV is all set
- Following accounts need to be set up
  - Telephone
  - Cable TV
  - Electric Company – Duke Energy we are already paying Duke and they have a deposit on service and
    - A discussion on what ISP to use .. Fred Lorch will do research and get back to the Board
- **BUILDING INTERIOR – BETTY EMERY**
- Keator will do plumbing.
- Southeast Steel, Orlando will deliver appliances and install
- Waiting to hear about delivery of chairs
  - We need at least 4 strong people to unload chairs off of the truck as the driver of truck is not responsible for that
  - Bertolini (chair manufacturer) provides a video on how to unload
    - Can we pay Keator to unload chairs?
  - Resin chairs are lightweight, it is the upholstered chairs that are bundled together that may present an issue when unloading
  - Hand trucks may work.
  - Will keep the BOT up to date on needs
- Stained Glass Windows
  - Two vendors
    - Local Mt Dora Artist does not install
    - Willet Houser does install, new pricing and designs are interesting

- Should we consider crinkle fiberglass? Betty to do research
- Currently more inclined to go local
- Betty invited the Board to submit and identify specific symbols of religions that we want so that she can submit those ideas to the artists for them to create conceptual drawings for us to approve
- Discussion on the cost of the windows and how much money has been donated for these
- **What's ready?**
  - Quilt?
  - When will chalice be finished. Doug Hayes provided life size model to take to church.
  - Piano – Peter offered to get a commitment from person donating the piano by time we receive Certificate of Occupancy.
    - How much time for delivery and setting and tuning. Egor advised that the Piano needs to be placed and setting for a period of time prior to tuning. May just need a standard tuning.
    - Carl offered the fact that the building will be closed up within a week.
    - We could use a keyboard until the piano is ready.
- Lectern
  - A member donated \$1200.00 toward the purchase of a lectern
  - Egor has cut enough oak to construct a lectern and that wood is currently drying
  - Egor invited to do the lectern or to get some adequate quotes under \$1200.00
  - Will microphone be wired to the lectern?
  - Currently using a wireless microphone at the podium and when walking around
    - Benefit of wireless is person speaking can move around and not have to remain at the podium
  - Egor and Peter to have a conversation off line and report back to the BOT and have something in place by March 31<sup>st</sup>
- AV System and Needs
  - Fred Lorch is currently researching ISP providers that can provide the service needed to provide services on line for year round residents and winter residents.

- Need to purchase a camera
- Currently for the new building there are 3 TVs and they will connect to all other TVs and speakers
  
- **Annual Meeting** – per bylaws to be held the first Sunday of April, ie, April 2, 2017 and publicized at least 14 days in advance, ie, by March 19, 2017. A discussion followed with the following points noted.
  - Is it reasonable to plan to have the annual meeting in the new building?
  - A suggestion was made to defer the meeting for one week to assure that we are in new building
  - **Nominating Committee** – 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 5, 2017.
  
- **FY 2017-18 Pledge Drive** – at the last Board meeting we discussed kicking off the Pledge Drive at the Annual meeting. Is this still viable?
  - Pledge Drive will kick off at the annual meeting on Sunday, April 9<sup>th</sup> in our new building
  - Committee Chairs need to submit budgets so that we will know how much money we need pledges for
  - Goal should be to pledge a dollar amount with each need
  - In the past we built on what we had always done
  - Spoke with Peter about listing Pledge Drive at Leadership Council to get ideas and enthusiasm going
  - Ask ourselves 'how we will be different and more dynamic' than we have been in the past.
  - Peter suggested bringing in lunch
    - Create a program that climaxes with pledge drive
  
- Boy Scouts may want to attend a Board meeting to pitch their proposal for use of land and property for their events. Discussion followed. Peter Pitzele offered to do research to assure that the Boy Scouts of America and UUA Principles are in line with each other.

A motion to adjourn the meeting was made by Russ. Motion was seconded by Stuart and following a unanimous vote to close the meeting, the meeting was adjourned by Chris Higgins.

## **Committee Reports and Issues**

**Part time Minister Interview Committee** – Report from Egor Emery, Judith Havens and Carl Hommel.

### **PART TIME MINISTER:**

- Egor provided an update on the Part Time Minister Search Process
  - Have interviewed 2 candidates
  - Have seen one candidate preach
  - Committee is trying to get together to meet the 3<sup>rd</sup> candidate from Fort Lauderdale
  - Scheduling a neutral location for to watch 2<sup>nd</sup> candidate preach
  - Second candidate is curious what financial package considerations are.
  - No one has said whether or not there is an issue with money
  - What are we going to do if someone else applies?
    - We are removing advertisement for Part Time Minister from our website and adjust the regional website's advertisement
  - Timing for Candidate 3 – establish a deadline and be done.
  - Candidates are available as soon as Board determines which candidate we want.
- Questionnaire
  - One thing Egor noticed is that most who completed the questionnaire wanted to allow the minister freedom at the Pulpit, with a few members saying they did not want that.
  - Judith has hand totals of how many questionnaires were completed.

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

**Leadership Council Meeting**— scheduled for 2/23 at 2pm in the office, immediately following BoT.

**Membership** – The Orientation Session occurred on two successive Sundays after Service. On Sunday February 12 met for lunch out and then convened in the Office for general information about UU. On February 19, twelve people who expressed interest in membership gathered for lunch in the Office and more in depth discussion.

**WRAP--** Out of the Box, Discussion Group; Services

- Developing discussions and services for the month of March
- Sensei Sullivan will be leading discussion and doing the sermon on Buddhism on March 19<sup>th</sup>

**Social Justice and Environment** – UUCLC volunteers are staffing Open Door on Fridays from 11am to 2pm.

**Care** -- Debbie Miller continues to send cards from UUCLC.

**Next Board Meetings – March 9 and March 30, April 13 at 1:00 pm.**

Respectfully submitted,

Joyce Axelson  
Secretary