

**February Board of Trustees Meeting Minutes**  
**The Unitarian Universalist Congregation Of Lake County**  
**1235 Mt. Homer Rd., Eustis, FL**  
**Thursday, February 8, 2018**

President, Chris Higgins opened the BoT meeting with a few moments of mindful breathing and the lighting of the chalice at 1:00 pm. In attendance were BoT members Carl Skiles, Stu Anderson, Chris Higgins, Suzie Lockwood, Marion Strahle, and Joyce Axelson. Betty Emery arrived later. UUCLC members Dave Jantz and Christie Cleveland were also in attendance. Christie will be taking notes, substituting for Marion February 8 through April 8, 2018.

I. a. **Approval of January minutes**-Carl moved, Suzie seconded a motion to approve the January 11, 2018 BoT minutes. Passed

b. **Treasurer's Report**-Stu distributed a financial report. He reported that we are 58% through FY 2018 and:

- Operating Budget (FY2018)\$86,065

- Expenses through January \$47,024.65

- Available cash \$39,040.25

- total operating expenses-55% of budget used

- total income-74% of budget earned

- pledges-66% of budget paid

- unnamed cash-108% of budget paid

- Building acct. is down about \$4,000 from stained glass.

- Budget for FY 2019

- Operating budget-Stu has received requests from committees

- Building budget-There are more building improvement ideas than we have money for. We have 10K, but we need fund-raising. Give

- building improvement requests to Stu. Carl suggested light for

- chalice sign and we need new outdoor signs by 9/2018. Carl will get

- quotes for 2 signs using extra stone from building.

- Next budget meeting is Feb. 21.

c. **Congregation Member Issues**

- Dave Jantz reported on Website administrator needs. See II b for report.

- Lois Sanford thinks we should have a state flag. She is willing to help pay for it. Suggest that she research what other churches do and report to BoT.

- Lois Sanford is concerned about cold weather shelters for homeless.

Chris told her that when we have a social justice committee, that would be a good topic for them to research.

-Marion Strahle suggested that BoT open up discussion to congregation members when the issue will be voted on.

- d. **Minister Report**-received online. We need to establish a Ministerial Relations committee. Tracie is interested in continuing to work for us next year and is willing to add more "at home" hours.

## II. New Business

a. **Recognition of Phyllis Gilette**-Feb. 25th potluck and presentation of brass plaque. Betty will email Peter about a source and timing of ordering plaque. The Feb. 25th worship service is on gratitude. The last announcement before worship service will be BoT recognition of Phyllis's years of hospitality service to UUCLC. Chris and Joyce will work on this together. Joyce moved and Carl seconded motion for. BoT to formally recognize Phyllis. Passed. We also need to get Phyllis's notes of UUCLC history to use for new member orientations.

- b. **Website administrator needs**-We lost our webmaster in November 2017.

We are getting errors on Word Press system through Go Daddy web host. Dave Jantz has found Sandy Lipten, who has done tech work for University UU and other churches. She has been helping him with our website for no compensation. She would like to help us and has quoted Dave \$500 to set up new website and \$40/month to be a "watchdog" for our website. New site will cost \$3.95/month. Stu moved and Suzie seconded that UUCLC change our web host and pay \$500 plus \$40/month to Sandy Lipten to correct and manage our webpage. Passed. Change will take a couple months.

Chris suggested that we assign responsibility for content to an editorial board.

Dave suggested each entry lists an expiration date to be removed from website.

- c. **Mission and Goals Workshop**

-We have scheduled a workshop with Connie Goodbread on Saturday, April 21, 2018 to learn procedures to use in Missioning and Re-Visioning.

- d. **Board Rule Related to Political Activity**

-Legally, UUCLC can engage in discussion and support related to public issues (housing, racism, the environment, etc.). But we can't support a political party, nor a candidate. Even more importantly, our community is diverse, including a range of political identities. Please be passionate about your values. Please talk about those values in your life, and your hope for them in our public life. Please engage in the democratic process with your whole heart. But please don't conduct partisan activity--lobbying for a candidate, speaking for a campaign, collecting names for a campaign effort--within the orbit of our church life. And please remember that other UUCLC-ians may vote differently. Your discipline of respect and generosity, and avoidance of contempt, will help UUCLC maintain a safe

place for dialogue, tolerance, and learning together throughout a political process that can seem designed to pit neighbor against neighbor.

link from the UUA: <https://www.uua.org/justice-programs/realrules/112253.shtml>

Suzie moved, Carl seconded to make a board rule related to political activity. Passed

### III. Ongoing Business

Chris will work on codifying board rules.

Carl researched UUA rules to see if they prohibit a member of one UU congregation from being a member of another UU congregation. There is no conflict and a person can be a member of two churches at the same time.

#### a. Annual Meeting-April 8, 2018. BoT election and budget vote

Nominations need to be published by March 11th. Russ, Judy and Janeane are nominating committee.

#### b. Security and Safe Congregations

-Will be meeting 2/18/18

-There have been a few security mistakes when code wasn't entered upon exiting building.

#### c. Events protocol-status

-Jazzercise wants to add 2nd Saturday of month from 9:30 am. Chris has collected \$250 for first month and they will pay by 10th of each month (the greater of \$250 or 30% of gross receipts). Chris is formalizing rental agreement.

-Betty said that paid cleaning crew should give contact info to event coordinator in case rentals need to hire them. We need a list of vendors for cleaning, catering, etc. Joyce will solicit names of vendors' contact info and compile a list from leadership council members.

d. **Comprehensive Land Use Plan**-task group with Carl Skiles as lead (Chris, Carl, Marion, Stu, Don, Tristan and Egor) will meet 2/15/18 at 7 pm. We can't get volunteers to weed hedges by roads. The lawn mower (Pristeen Green) will apply Roundup around hedge edges. There is a Eustis ordinance that requires maintaining our property. Marion will talk to Eustis code enforcement officer as to their expectations. Carl will give letter he received to Marion. Ground cover must be shorter than 1'. Roundup applications for remaining of fiscal year would cost. \$300. Betty suggested we approve one application of Roundup while Marion researchs alternatives. So moved by Betty and seconded by Stu. Passed with 2 abstentions.

-Carl will get bid to light our chalice on front of church.

-Christie will contact Val (Susan's sub) to announce that we are not to use tape on walls. Membership will discuss a place to hang fun, non-church related items.

e. **Insurance Issues**-Quote from Church Mutual (\$4,258/yr) is significantly higher than our current premium cost and CM valued building at much less. So we will keep current company (Replacement value is \$1.4 million)

f. **Building and Design**

-**Building Maintenance Issues, Updated Org chart, Permanent Sign**

-Carl will get ideas and quotes for new signs, using stones we already have  
He will bring a couple options. We will need a fund-raiser.

DRAFT 2-7-18

**UUCLC BUILDING AND GROUNDS OPERATIONS AND MAINTENANCE**

BUILDING MANAGER, Carl Skiles

**BUILDING, GROUNDS, LIGHTING & HVAC SYSTEMS**

Supt. Jim Lenahan

Alt:

Assts:

Tasks:

1. Supervise Volunteers
2. Contract Maintenance
3. Purchase Supplies
4. Coordinate Repairs
5. Trash Pickup
6. Lawn Mowing Contract
7. Irrigation System
8. A/C & Heat Controls
9. Interior Lighting
10. Outside Lighting

**TREES, SHRUBS, LANDSCAPE PLANS**

Supt: Marion Strahle

Alt:

Assts:

Tasks:

1. Landscape Modifications
2. Alt. Landscape Plans

**KITCHEN**

Supt: Peter Pitzele

Alt: Lynn

Asst: Phyllis

Tasks:

1. Operations
2. Set-up for Services
3. Coffee and Refreshments
4. Storage rooms
5. Kitchen cleanup

**ACCESS, SECURITY, A/V**

Supt: Fred Lorch

Alt: Carl Scott

Assts: Tristan Blalock

Tasks:

1. Door Locks and Keys
2. Security System
3. Fire Alarms
4. Open & Lock-up
5. A/V Operations
6. Internet Connection
7. Streaming of Services

**Interior Design Issues-Betty:** Interior Space Committee Report 2/5/2018

In preparation for the dedication of the sanctuary, we had an engraved plaque made for the Ruth Gray portrait, a sign for over the sanctuary door and a plaque made for the chalice. The sign was not made to our specifications and will be taken back to be re-done. The sign company agreed to do this for no additional charge.

We will have engraved plaques made for the stained-glass windows at a later date.

We received additional art belonging to Ruth Gray that was in the possession of Mary McDaniel. She gave us a pair of framed pieces of art and several pieces of pottery. The art has been hung in the hallway. The pottery is currently in the meeting/classroom. Thank you to Kit Tatum and Bill Herman for hanging the art. Thanks also go to Dave Jantz who assisted.

The Honor Congregation Certificate that Stuart Anderson had framed has been hung in the hallway across from the office.

We looked into a solution for the curtain rod in the office for the east window that keeps falling. A matching tension rod purchased from Lowes was too short. We have determined that two shorter rods would be the best solution, but will have to be special ordered.

The glare in the sanctuary will need to be resolved with window treatments. Several ideas are being suggested. We expect that this will be our largest budget item for this next fiscal year and an estimated cost has been submitted with our budget request. Once we know if we have a source for the money, we will move forward with a solution for the glare.

The Eagle donated by Connie Sanford is still needing a base, so it can be displayed. Several attempts to contact the artist, Peter Berryman, have failed. We are still

wanting to contact him. If anyone has his contact information, please share it with the committee.

#### **IV. Committee Reports and Issues**

- We need chairpersons for Caring and Social Justice committees. -
- Help Wanted Ad-Theresa Huck, Environmental Film Fest, 530-265-5961, X20
- PR Meeting to brainstorm with Leadership about organizing PR committee-Sunday, Feb. 11th after church. There will probably be sub groups; if not a chair, maybe task group leaders. Gina is retiring 2/28.
- Joyce recognized WRAP for wonderful Dedication programs.

Chris concluded the meeting by asking, "What next?"

Meeting adjourned at 3:52 pm.

Respectfully submitted,  
Christie Cleveland-substitute

**Next Board Meeting-second Thursday of month at 1 pm:  
March 8, 2018**

