

**Friends of Carrollwood Cultural Center
Board Meeting
July 19, 2017
Carrollwood Cultural Center**

Board Members Present: Bill DeMare, *Vice President*, *Secretary*, Alan Preston, *Treasurer*, Susan Baxter Gibson, Nancy Stearns, *President*, and Craig Nowicke

Board Members Absent: Neil Smith, Evelyn Bless, Brenda Heiss

Staff Members Present: Paul Berg

Call to order, quorum present, at 4:00p.m. by Nancy Stearns, President.

Public comment: none

1. Adoption of Agenda:

Motion: Alan Preston

Second: Bill DeMare

Motion passed: 5-0

2. Consent Agenda approval

Board Minutes-June

Committee minutes:

June Final Governance, July Strategic Planning Committee, June Metrics Report

Motion; Susan requested that her name be changed in the minutes to Susan Baxter Gibson, but that the minutes be approved.

Second: Bill DeMare

Motion Passed: 5-0

3. Executive director's Report: Paul Berg reported that he was asked to join the art council, and he is considering it. On Friday someone from ABC, Ch. 11, will be here to film at the center about super heroes at the camp. It will probably be aired on Friday afternoon. Paul explained about the Johnson Amendment and how it affects non-profits; the repeal would be a problem for non-profits. Bill asked Paul to change a portion of his ED report.

4. Acceptance of Leave of Absence for Brenda Heiss: Nancy Stearns reported that she received an email from Brenda requesting a leave for family issues.

Motion: Alan Preston

Second: Susan Baxter Gibson

Motion Passed: 5-0

5. BOD Handbook: Nancy Stearns presented the handbook for the board's review. Anything in the handbook printed in blue comes from the bylaws and is "written in stone." A vote will be held at the

next board meeting to approve the handbook. This handbook will be given to every board member when they join the board.

6. **Strategic Planning:**Craig Nowicke reported that the next step is for Paul to set up the committee assignments based on the identified needs, which will involve board members, staff and other interested participants. Craig would like the committees to meet before the next board meeting.
7. **FinanceUpdate:**Allan Prestonreported that we have \$106,000 cash on hand, and we expect to have the MOU, Oct. 1 payment from the county to arrive in November. Alan requested a motion to accept the CPA's audit and 990 report with minor corrections. The board has a week to review the report and send comments to Paul by Thursday, Susan requested that the auditor present the reports to the board. He will be asked to come to next month to the board meeting if he is available.

Motion: Nancy Stearns

Second: Susan Baxter Gibson

Motion Passed: 5-0

8. **Carrollwood Park Conservancy Update:** Bill DeMarereported that there was no meeting.
9. **Unfinished Business:** Nancy asked about representation from phase 3. Bill DeMare said that the HOA president should select the representative to the cultural center, but Paul could discuss the appointment with president. They should be encouraged to appoint someone who is interested in the cultural center

10. New Business:none

11. Adjournment: 5:05pm

Submitted by:

Linda Delapenha

Recording Secretary