

**Friends of Carrollwood Cultural Center
Board Meeting
October 17, 2018
Carrollwood Cultural Center**

Board Members Present: Bill DeMare, *Acting President*, Nancy Stearns, Alan Preston, *Treasurer*, Neil Smith, Susan Baxter Gibson, and Evelyn Bless, *Secretary*

Board Members Absent: Craig Nowicke

Staff Members Present: Paul Berg, Executive Director

Guests: none

Call to order, quorum present, at 4:00p.m. Bill DeMare, *Acting President*.

Public comment: none

1. Adoption of Agenda:

Motion: Alan Preston

Second: Nancy Stearns

Motion passed: 6-0

2. Consent Agenda approval:

Board Minutes – August

Committee minutes:

October Advocacy Committee, August Governance Committee, September Governance Committee, Community Involvement Strategic Plan, FY19 MOU

Motion: Evelyn Bless

Second: Alan Preston

Motion passed: 6-0

- 3. Introduction of New Staff Members:** Paul Berg, introduced his new staff member: Katie Castonguay, Education Director. She discussed her ideas for expanding classes at the center. Bill DeMare talked about coordinating activities with the new park as things develop.

- 4. Executive Director's Report:** Evelyn Bless thanked Paul Berg for the information on voting on the arts that he included in his report. Paul explained how board members could take information to legislators to request support.

- 5. 2016-2017 Audit Presentation:** postponed until Gerald Appleby could be present

- 6. Finance Update:** Alan Preston said that the finance committee wanted the board to increase the line of credit to \$125,000 because staff size has increased significantly.

Motion: Susan Baxter Gibson moved to increase that line of credit to \$125,000 from First Citrus Bank

Second: Nancy Stearns

Motion Passed: 6-0

Alan Preston brought up the budget for next year. He said that the grant income for next year is unknown. Board members discussed the need for more grants. Evelyn Bless suggested that board members attend HOA meetings. Susan Baxter Gibson brought up issues that are occurring with getting support from the homeowners associations. Bill DeMare explained the history of the HOAs supporting the cultural center. Board members made suggestions as to how the center can be supported.

Motion: Susan Baxter Gibson moved to approve the 2019 budget:

Second: Nancy Stearns

Motion passed: 6-0

7. **November BOD Meeting date:** Bill DeMare suggested Nov. 14, 2018, to avoid the day before Thanksgiving. At that meeting the board will discuss holiday plans.
8. **Approval of New Board Member Application Process:** Nancy Stearns explained the new process, and how Nancy Manning came up with the new form. Evelyn Bless explained the process in depth that is outlined in the new procedure.

Motion: Susan Baxter Gibson moved that the board approve the new process with the 3 suggested changes which included raising the annual board donation to \$500 which includes a membership to be effective immediately.

Second: Evelyn Bless

Motion: not passed. The board is sending the process back to the governance committee to make the recommended changes.

The board discussed expediting the process for the current person being considered for the board.

9. **New Business:** Susan Baxter Gibson, who is in charge of the holiday tree for the board, requested a \$10 donation from board members. Nancy Stearns offered to sell her tree to the board.
10. **Unfinished Business:** none
11. **Adjournment:** 5:45

Submitted by:

Linda Delapenha

Recording Secretary