

**Friends of Carrollwood Cultural Center
Board Meeting
November 14, 2018
Carrollwood Cultural Center**

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

Board Members Absent: none

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: 7-0

- 2. 2016/17 Audit Presentation:** Alan Preston introduced the auditors: Gerald Appleby and Brian Connors. Two reports were passed out: Report to the Board and Financial Statement for Sept. 30, 2017. Gerald Appleby went through the highlights of the reports and compared the numbers with the previous year. The board had the opportunity to ask questions.

3. Consent Agenda approval

Board Minutes – October

Motion: Nancy Stearns

Second: Neil Smith

Motion passed: 7-0

4. October Governance Committee minutes approval:

Motion: Alan Preston

Second: Evelyn Bless

Motion passed: 7-0

5. Board self-evaluation results:

Motion: Alan Preston

Second: Susan Baxter Gibson

Motion passed: 7-0

6. ED Review Form and procedure approval:

Motion: Susan Baxter Gibson

Second: Neil Smith

Motion passed: 7-0

7. Executive Directors Report: staff has been ill.

8. Finance Update: Alan Preston stated that for the month of October we made a \$14,000 profit. The year is starting off on a solid footing. Line of credit request is being processed.

9. Approval of New Board Member Application Forms and Procedures: Bill DeMare reviewed the changes in the new procedure for clarification.

Motion: Alan Preston

Second: Evelyn Bless

Motion: 7-0

10. December BOD Meeting Date: Bill DeMare suggested that we skip the meeting in December and have the next meeting on Jan 16, 2019, at 4:00. February 20, 2019 is date for the following board meeting to be held at 4:30, and the annual meeting will follow at 6:00.

11. New Business: The ED Committee will consist of Alan Preston, Susan Baxter Gibson, and Bill DeMare will head the committee. Evelyn Bless suggested that the board do something for the community groups for the holidays. Nancy Stearns suggested a photo card of the Board's Beanie Baby tree with individual board members' names printed inside. These cards would be sent to community groups and sponsors up to a \$250 total cost.

Motion: Nancy Stearns

Second: Susan Baxter Gibson

Motion passed: 7-0

Paul is putting together a slate of officers for next year and will present the slate at the January meeting.

12. Unfinished Business: none

13. Adjournment: 5:35

Submitted by:

Linda Delapenha

Recording Secretary