

**Friends of Carrollwood Cultural Center
Board Meeting
January 19, 2022
Carrollwood Cultural Center**

Meeting was held at the center and on Google Meet

Board Members Present: Bill DeMare, *President*, Jenifer Mirin, Craig Ruska, *Vice President*, Evelyn Bless, *Secretary*, Susan Baxter Gibson, Neil Smith, Sophia Denicolo

Online: Craig Nowicke, Alan Preston, *Treasurer*

Board Members Absent: none

Staff Members Present: Paul Berg, *Executive Director*

Guests: Nancy Manning on-line

Call to order, quorum present, at 11:47a.m. Bill DeMare, *President*.

Pledge of allegiance

Public Comment: none

1. Adoption of Agenda:

Motion: Evelyn Bless,

Second: Alan Preston

Motion Passed: 9-0

2. Consent Agenda Approval:

**Board Minutes-November
Governance Committee-November
Executive Director's Report**

Motion: Evelyn Bless

Second: Craig Ruska

Motion Passed:9-0

3. Finance Update: Alan reported that the center has \$80,000 in cash. The line of credit has been payed back from last year and through March. Everything looks good for the full fiscal year. Alan reported that a review of the ED was completed and the following recommendation was made:

Motion by Alan Preston: to increase Paul Berg's salary by 6% as of October 1, 2021, and provide a bonus of \$8000 effective immediately

Second: Craig Ruska

Motion Passed: 9-0

4. **Governance Committee:** Evelyn Bless summarized the work of the committee. Changes made include just having 5 major committees. The board needs to have a mission statement. The revised document is expected to be issued this year. She passed out the conflict-of-interest surveys and the commitment to serve documents to the board and requested that they be signed and returned to her. She will send documents to those on-line to be signed and returned.

5. **New Business:**

February/Annual Meeting: Bill asked if the board wants to have a general meeting this year since masks are required again. The board agreed to just have a regular board meeting for February 2022. A written report of the 2021 fiscal year will be given to social media. An in-person meeting is not required in the board's by laws.

Motion: Jennifer Mirin moved that we skip the in-person general meeting this year and just have a written report of the 2021 fiscal year.

Second: Neil Smith

Motion Passed:9-0

Motion: Bill DeMare moved to do the following:

Election of Officers (additional three-year term)
Alan, Sofia, Susan term ends in 2024
Extend Neil Smith for one-year term until 2025
Extend Craig Nowicke for two-year term ending 2026

Second: Evelyn Bless

Motion Passed: 9-0

Board Composition: Bill DeMare reported that someone approached Neil Smith about being on the executive board. How does the board feel about increasing membership? Jenifer Mirin mentioned that she had someone that was interested also. Paul Berg said that potential members should be fully vetted so that this is seen as being a privilege. Alan Preston said that we must be selective and that people should be committed to our membership. Craig Ruska spoke about what we expect from a new member and we should explain that to prospective members. Jenifer suggested we tell interested people about other ways of participating at the center. Bill asked board members to speak directly to those who have expressed an interest and be sure they understand the process. If a person asked about being a board member not through a board member, they need to speak to Paul. The board is allowed up to 15 members. Bill mentioned that he has discussed with Paul about a prospective person who is well versed in fund raising.

6. **Unfinished Business:** Evelyn Bless asked Paul about an overview of programming. He discussed the proposed schedule for next year. Bill asked how the board can get involved in the strategic planning of programs, and Paul explained the process.

7. **Strategic Plan:** Bill DeMare asked the board members to read the strategic plan document sent. The board members will have to make choices and set priorities. Paul is putting together an expense recovery list in order to help make decisions on improvements.

8. **Round Robin:** Bill DeMare is having a knee replacement Feb.9 and might have to do a zoom on Feb. 16. Craig thanked Paul for this good review. Susan wants to be reconsidered for office in future years. She said the Christmas market was a great success and she sold a lot of jewelry.

Evelyn praised the good review of Paul. Sophia thanked Paul and said she was excited about more family events and great classes. Neil said he was encouraged about the discussions and how well the year has gone. Paul thanked everyone for their help. He spoke about the show Art that is coming up. Tickets for Titanic are going very fast.

Adjournment time: 12:56

Submitted by:

Linda Delapenha, recording secretary