

**Friends of Carrollwood Cultural Center
Board Meeting
November 17, 2021
Carrollwood Cultural Center**

Meeting was held at the center and on Google Meet

Board Members Present: Bill DeMare, *President*, Jenifer Mirin, Craig Ruska, Evelyn Bless, *Secretary*
Alan Preston, *Treasurer*

Online: Craig Nowicke, Sophia joined at 12:05

Board Members Absent: Susan Baxter Gibson *Vice President*, Neil Smith

Staff Members Present: Paul Berg, *Executive Director*

Guests: Nancy Manning

Call to order, quorum present, at 11:45 a.m. Bill DeMare, *President*.

Pledge of allegiance

Public Comment: Nancy Manning commented on the Flamenco performance that was held on Saturday night and said that it was phenomenal, and that the audience was diverse. She wished that someone had talked about the center before the performance. Nancy said that purchasing on line was greatly simplified and the fee was \$2. It was easy to get an opportunity to donate there as well.

1. Adoption of Agenda:

Motion: Alan Preston

Second: Craig Ruska

Approve: 7-0

2. Consent Agenda Approval:

Board Minutes: October

Motion: Evelyn Bless, with corrections made by Bill De Mare to the new business section

Second: Alan Preston

Motion Passed: 7-0

3. Executive Director's Report: Bill asked for questions about the ED report. Paul said that corporate members will be able to purchase limited tickets and explained the process. Bill asked about the HOA events and how they will be special. Paul explained about a special tent that will be for HOA members in December; others could pay to enter. He is trying for "unique" experiences. Jenifer asked how HOA members would be identified and was told that they won't need to show anything. Paul explained how the tree auction program is working automatically when the bidding time ends.

4. Finance Update: Alan reported that this is the first month of the new year. We are ahead of what we planned. The Hillsborough County Fee was not received yet but it was accrued. Alan said that the center is below projection on expenses for the month.

5. **New Business:** Bill discussed the ED review. He asked Evelyn to send the forms to the board members and have them return to him by Dec. 6. He would like to have the review before the holidays. Bill asked Evelyn about annual reports from committees.

Motion: Evelyn moved to skip the annual committee reports this year

Second: Alan Preston

Approve: 7-0

Bill asked Evelyn about annual responsibilities of the board of directors. Evelyn explained the changes that the governance committee made to the board responsibilities and read the changes that were suggested, as well as modifying the attendance requirement. Evelyn mentioned the requirement of attending workshops, and Paul made some suggestions for workshops that might be available. Bill appointed Alan Preston and Craig Ruska to be on the ED Review Committee.

6. **Unfinished Business:** Governance committee: Elections need to be held.

Motion: Evelyn Bless moved that Bill be reelected as president.

Second: Alan Preston

Approve: 7-0

Motion: Bill DeMare nominated Craig Ruska for Vice President

Second: Jenifer Mirin

Approve: 7-0

Motion: Bill nominated Allan Preston for Treasurer

Second: Craig Ruska

Approve: 7-0

Motion: Evelyn was asked and agreed to continue as secretary

Second: Jenifer Mirin

Approve: 7-0

7. **Round Robin:** Alan said that everything is great with the center! Nancy congratulated and thanked the new officers. Bill wished everyone a great thanksgiving and holiday. Evelyn said that all is great with the center. Jenifer congratulated everyone who designed and decorated the Christmas trees this year. She said that she appreciates the professional atmosphere at the center. Sophia thanked the board for the time they spend on committees and wished them a Happy Thanksgiving. Craig Nowicke commented positively on the social media posts that Paul creates; he foresees his residential area eventually hiring busses and coming to the center. Paul wished everyone a Happy Thanksgiving.

8. **Unfinished Business:** Alan said to close the books for last year. Board committees were discussed. The president can appoint the executive committee at any time. Finance committee is set. One non-board member is needed on the governance committee. Strategic planning oversight committee: all board members except Neil are on that committee. Bill said facilities should be folded into the strategic planning committee. A nominating committee is not needed this year. The board reviewed all the committees and omitted/revised the list.

9. Adjournment time: 12:49

Submitted by:

Linda Delapenha, recording secretary