**Friends of Carrollwood Cultural Center**

**Board Meeting**

**October 15, 2014**

**Carrollwood Cultural Center**

**Board Members Present**: Nancy Stearns*, President*, Bill De Mare, Rex Henderson, Craig Nowicke, Evelyn Bless, *Vice President*, Jennifer Fritch

**Board Members Absent:** Sandra Harrington, Alan Preston

**Staff Present**: Paul Berg, *Executive Director*, Richard Haerther, *Artistic Director*; Todd Dunkle *Development Director*

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Call to order at 12:00 p.m.

Public comment: None

1. **Adoption of Agenda**

**Motion** by Evelyn Bless,

**Second:**  Bill De Mare

**Discussion:** Craig Nowicke recommended the Andrew Brothers show. He also commented about the Executive director report concerning the roof. Bill De Mare commented that donor report for 2014 as published was not correct and should include donations made by board members because it is made available to the public.

**Motion Passed:** 6 to 0

1. **Adoption of Consent Agenda**

**Motion**: by Evelyn Bless

**Second:** Rex Henderson

Consent agenda consisted of Board meeting Minutes, and committee minutes for:

Governance Committee, Programs Committee, Development Committee, ED Report, Featured Entertainment Guidelines

**Discussion:** none

**Motion Passed**: 6 to 0

1. **Review of Susan Decker workshop**: Evelyn Bless reported on the workshop which dealt with the duties of the board. Nancy Stearns also shared some issues discussed. The work shop presenter suggested bi-monthly meetings instead of monthly; committees would meet in alternate months. Nancy Stearns said that our bylaws require monthly meetings and would have to be changed if we wanted to do that. She suggested that we change the by-laws to give the board more flexibility.

**Motion**: Evelyn Bless moved that we amend the bylaws to require the CCC board to meet a minimum of 6 times a year.

**Second**: Craig Nowicke

**Motion Passed**: 6 to 0

1. **Dellwood Property Update**: Bill De Mare reported that he met with Commissioner Kevin Beckner, Craig Pugh and Larry Kilmer from TLPZ on Monday. He showed the board a landscape design that has been proposed. CCC has the support of 3 of 7 county commissioners, and board members will meet with the others after the election. By December the county hopes to have the contract to decommission the plant.
2. **Business Plan Update**: Paul Berg is working on the business plan for the park and wants to have it ready in December for the board meeting. It will include a 5 year budget and staffing model.
3. **Studio Upgrades:** Paul Berg reported on the inspection of the studio that Craig Nowicke arranged. The roof was the main structural concern. Paul is requesting additional funds for upgrading the interior and exterior as phase 1. The availability of funds was discussed.

**Motion:** Bill DeMare moved to allocate $15,000 to upgrade the studio: flooring and bathrooms, to be completed by the end of January 2015. .

**Second:** Rex Henderson

**Motion Passed:** 6 to 0

1. **December board meeting Dec.10:** Cancelled. The Dec. 3 meeting will be about the park, and there will be no other meeting unless needed.
2. **Sponsorship:** Rex Henderson reported on the committee meeting. He suggested developing a list of community sponsors and what type of events they would be willing to sponsor.As we book an event, we would approach them. He suggested having a board member accompany Todd Dunkle when going to ask sponsors to be on our list. Nancy requested that Rex and Todd develop a script to use when prospective sponsors.
3. **Unfinished Business:** Craig Nowicke asked those who are on social media to invite their friends to the shows.
4. **MOU from county:** The Memorandum of Understanding between the Friends of CCC, and the Hillsborough County Parks, Recreation & Conservation Department is to agree on the continuation of the Management Fee Payment and Revenue Sharing terms for the management of the CCC for FY15

**Motion**: Rex Henderson moved that we accept the agreement.

**Second:** Evelyn Bless

**Motion passed:** 6-0

1. **New business**: Nancy Stearns brought up the holiday party for the board and has volunteered her house on Dec. 7, at 6:00. Board members offered to donate funds for the party rather than take them from the CCC budget.

Adjourned at 1:30.

Submitted:

Linda Delapenha

Recording Secretary