

**Friends of Carrollwood Cultural Center**  
**Board Meeting**  
**February 16, 2010**  
**Carrollwood Cultural Center: Studio Building - Tampa**

**Board Members Present:** Tom Jones, *President*, Alan Preston, *Treasurer*, Sandra Harrington, *Secretary*, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Board Members Absent:** Michael LaVoy

**Staff Present:** Paul Berg *Executive Director*

**Guest(s):** Adrienne Berg, Chris Martel,

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Call to order at 7:00 p.m.

1. Adoption of Agenda

**Motion** by Jim Carver: Accept Agenda as presented.

**Second:** Alan Preston

**Discussion(s):** (none)

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)

2. Minutes for Board Meeting presented by Sandra Harrington – January 26, 2010

**Motion** by Nancy Stearns: Accept minutes as presented.

**Second:** Sandra Harrington

**Discussion(s):** (none)

**Motion Passed:** 7-0-1

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)

**Abstain:** Mr. Miley chooses to abstain due to the fact he had not received the minutes.

3. Treasurer Report presented by Alan Preston

**Discussion(s):** (none)

**Motion** by Dale Nederhoff: Accept Treasurer's report as presented.

**Second:** Alan Preston

**Discussion(s):** Mr. Miley asked if the expenses for the classes were to be in next month's report? Mr. Berg said that they would. Things like payment for the teachers. Mr. Jones noted that the budget took each portion and divided it among the 12 months. Some expenses are not a straight line and we need to look at that for adjustments. Ms. Stearns asked Mr. Preston how the Center had chosen their financial institutions. Mr. Preston told her that First Citrus has made many donations and Bay Cities also. Mr. Berg said that former Board member, Ken Hoyt, had really researched institutions for the best money market rates. Mr. Miley then said that \$291.61 could not be a monthly budget net. Mr. Preston agreed and said the budget should be zero. Mr. Jones thought that the Board should look at the difference between the budgeted income and the expenses. He said that there are delayed incomes and new accrual methods. Things appear to be going very smoothly with the new CPA. Mr. Nederhoff questioned if there was \$29,000 in equity in the piano. Mr. Jones and Mr. Berg noted that there was. Mr. Berg raised the issue of including the Shigeru in the accounting books.

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)

4. Executive Director's Report presented by Paul Berg

**Discussion(s):** In regards to the Tree Grant, Ms. Stearns asked how extensive was the irrigation. Mr. Berg noted that it was mainly around the front of the building. Ms. Stearns then alerted the Board of the Drip Irrigation grants provided by the county.

**Motion** by Alan Preston: Accept Director's report as presented.

**Second:** Nancy Stearns

**Discussion(s):** (none)

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)

5. Fine Arts Collection presented by Jim Carver

**Discussion(s):** (none)

**Motion** by Dale Nederhoff: Approve the creation of Fine Arts Collection.

**Second:** Alan Preston

**Discussion(s):** Ms. Ambler asked if the budgeted insurance amount is a onetime fee or an annual expense. Mr. Carver answered that it is an annual expense. Ms. Stearns questioned if the insurance amount, \$500, is for one piece or the entire collection. Mr. Carver noted that it was for the entire collection. Mr. Jones clarified that insurance on artwork can only cover the amount for materials only and not intrinsic value. Mr. Nederhoff asked if the Center holds the right to sell these pieces. Mr. Berg said that the pieces were donated to the Center so technically the Center could sell them but with the creation of the Fine Arts Collection, it would end that. Mr. Miley asked what do we anticipate the income to be brought in by? Mr. Berg answered that the Art Program (donations, art receptions, etc.) would pay for the Collection. He also clarified that no art would be purchased if there was no money in the account. Mr. Miley requested for that to be included in the minutes of the meeting. Mr. Jones said that it is a self sustaining program with restricted funds. Ms. Ambler asked if events such as Arts in the Park would fund the Fine Arts Collection. Mr. Jones answered no and that the money raised by the art curator (currently Mary Ellen Bitner) will go into that fund. Mr. Carver noted that Ms. Bitner has done an excellent job. A lot of changes have been ongoing and the excitement is growing. Thank you to the Board for their support.

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)

6. Strategic Planning presented by Paul Berg and Tom Jones

**Discussion(s):** (none)

**Motion** by Jim Carver: Approve the Board moving forward to apply for the grant with the County for the money for the strategic planning consultant.

**Second:** Mindy Ambler

**Discussion(s):** Ms. Stearns asked how does this factor with Benevon. Mr. Berg answered that the consultant has worked with Benevon successfully in her past. Ms. Ambler wanted to know if the business plan and the strategic plan would work hand in hand. Mr. Berg said yes. Mr. Carver explained to the Board how he had followed up with her references. They were good. She may be a possibility to think about instead of Benevon. Ms. Harrington wanted to clarify that the consultant would be paid by the grant. Mr. Berg said yes but if the grant does not cover all the fees, the Friends would have to agree to support the rest and that it isn't in the Budget. Mr. Jones noted that we do not have to accept the grant.

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns  
**Opposed:** (none)

7. Committee Reports

a. Imaging, Development, and Marketing Committee presented by Jim Carver

**Discussion(s):** (none)

b. Program Committee presented by Sandra Harrington

**Discussion(s):** (none)

c. Administration, Finance, and IT Committee presented by Alan Preston

**Discussion(s):** (none)

8. Additional Comments

Mr. Miley brought to the attention of the Board his concern to adjust the By Laws. He feels that it is important to include a clause that addresses Board members who do not attend Board meetings and/or the committee meetings they are a part of. Mr. Carver said that as a courtesy, he will make a call.

9. Adjournment at 8:35 p.m.

**Motion** by Nancy Stearns: Adjournment

**Second:** Alan Preston

**Discussion(s):** (none)

**Motion Passed:** 8-0-0

**Approved:** Tom Jones, Alan Preston, Sandra Harrington, Mindy Ambler, Jim Carver, John Miley, Dale Nederhoff, Nancy Stearns

**Opposed:** (none)