

**Friends of Carrollwood Cultural Center
Board Meeting
February 17, 2016
Carrollwood Cultural Center**

Board Members Present: Nancy Stearns, *President*; Alan Preston, *Treasurer*; Bill DeMare, *Vice President*; Neil Smith, Dan Saxe, Evelyn Bless, *Secretary*; Brenda Heiss, Diane Leeper Craig Nowicke, Rex Henderson, Dan Saxe, Mary Ann Bard

Board Members Absent: Sandra Harrington, Dr. David Rowlands

Staff Members Present: Paul Berg, *Director*, Richard Haether. *Creative Director*

Call to order, quorum present, at 4:00p.m. by Nancy Stearns, President

Public comment: none

1. Adoption of Agenda:

Motion: by Alan Preston

Second: by Evelyn Bless

Discussion: From now on the Ed report will be included in the agenda, not the consent agenda.

Motion passed: 13-0

2. Consent Agenda approved

Board minutes – January

Committee minutes:

January Governance

February Development

Feb. Literary Committee

Feb. Chorus Committee

Jan. Finance Committee

Jan. MAS Committee

Motion: Dan Saxe

Second: Alan Preston

Discussion: the Ed report needs to be removed because it is now under the agenda, and the motion to approve the consent agenda would not include that item.

Motion passed: 13-0

- 3. Board Policy Handbook:** Nancy Stearns said that the main purpose of this meeting is to discuss the new handbook. Bill DeMare mentioned that if you violate a policy, it is serious; procedures are more easily changed. Therefore some items are best listed as procedures. A employee handbook was suggested if employee behavior is an issue. Diane Leeper volunteered to help with re-formatting the new handbook. Nancy reviewed each item individually; board members made suggestion for the handbook, and differentiated between items that were bylaws and/or procedures.

*Action item for March. We need to address the use the public makes of the CCC, and the fact that it seems as if the CCC sponsors or condones the event. Richard will provide information to us about this issue as it is handled statewide .Nancy will take this back to the

governance committee for review. Nancy announced a new member of the governance committee, Jan McCarthy, who is working on the Handbook

4. Finance Update: Alan Preston

Picnic Tables: Alan moved that we authorize Paull Berg to purchase picnic tables, either wood or Aluminum, not to exceed \$4000..

Seconded: Bill DeMare

Motion Passed 13-0.

Future budgeting: The finance committee suggested that we have a multiyear budgeting process as the strategic plan is being developed. This was discussed by the board which was in favor of the concept without setting specific dates for a budget to be presented.

5. ED Report: Paul Berg announced that Kathy Sutton died and the center will have a celebration of life from 1:00 to 3:00 on March 5, 2016. The work on the studio is moving along well. The building will be pressure washed this summer. Craig Nowicke complemented the ED report. Evelyn Bless commented on the art auction program and suggested that board members place bids.

6. Dellwood Property Update: – Bill DeMare. By the end of this month the park should have a landscape architect. If anyone wants something special added in the park, they should contact Kyla Booher at the county office.

7. Old Business: Bill DeMare thanked Nancy Manning for putting together the Index of Policies of CCC, 1/20/2016, packets that were given to the board.

8. Adjournment: Nancy Stearns adjourned the meeting at 5:17. The next meeting will be held on March 16, 2016 at 4:00.

Submitted by:

Linda Delapenha

Recording Secretary