**Friends of Carrollwood Cultural Center**

**Board Meeting**

**March 18, 2015 at Carrollwood Cultural Center**

**Board Members Present:** Nancy Stearns, *President*; Bill DeMare, *Vice-President*; Evelyn Bless; Sandra Harrington; Rex Henderson; Craig Nowicke

**Board Members Absent:** Alan Preston, *Treasurer*; Jennifer Fritch, *Secretary*

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

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**Call to order at 12:00 PM by President Stearns.**

A quorum was deemed to be present for the conduct of business.

**Public Comment:** Terri LaRosa reminded the Board of her request that the studio be named after Jim Burge. The Board agreed to discuss her request a future meeting.

**1. Adoption of Agenda:**

**Motion**: by Bill DeMare

**Second:** by Rex Henderson

**Discussion:** none

**Motion passed:** 6-0

**2. Adoption of Consent Agenda:**

**Motion**: by DeMare

**Second**: by Evelyn Bless

**Discussion**: Consent Agenda consisted of

Board Minutes

Committee Minutes

Governance Committee

Programs/Development Committee

ED Report

Bill DeMare requested that the Financial Report be taken out of the Consent Agenda for separate discussion.

Bill DeMare offered a correction to the January 21, 2015 Board minutes:

“5. Delwood Property Update: Bill DeMare reported that ~~we have~~ FONWRP opened a~~n~~ sub account ~~for~~ under the Cultural Center ~~for this~~. This will have no impact on the balance sheet for FCCC.”

**Motion Passed** with above correction and action 6-0.

**3. Review of Sunshine Law:** Ken Tinkler, Attorney at Carlton Fields Jorden Burt, providing pro bono legal services to FCCC, reviewed a detailed handout of the Florida Sunshine and Public Records Laws with the Board, as he has done annually.

**4. Conflict of Interest Statement:** Paul Berg handed out copies for signature of the Conflict of Interest document, and reminded the Board of its content and their obligations. Each Board member must sign and submit, and those present did so.

**5. Acceptance of Resignation of Jennifer FRITCH:** President Stearns noted that a

letter of resignation from Ms. Fritch had been received an asked for a motion to accept it.

**Motion:** by Evelyn Bless

**Second:** by Rex Henderson

**Discussion:** Ms. Fritch is now involved with other organizations and unable to continue to serve. Bill DeMare noted that she needs to be replaced as the representative of Phase 1. President Stearns will send Phase 1 a request for replacement.

The Board expressed its appreciation for the time Ms. Fritch served, acknowledged her contributions to the center, and wished her success in the future.

**Motion Passed** 6-0.

**6. New Board Nominee - Dan Saaxe:** President Stearns reported that Mr. Saaxe was interviewed, and the Board ahd done a reference check. He was briefed as to his obligations as a Board member and understood them. She asked for a motion to approve his nomination.

**Motion:** by Craig Nowicke

**Second:** by Rex Henderson

**Discussion:** none

**Motion Passed** 6-0.

President Stearns will notify him of the Board’s decision.

**7. DELLWOOD PROPERTY UPDATE:** Bill DeMare reported that at yesterday’s Hillsborough County Commission , Commissioner Hagan intended to bring up the conversion of the waste water treatment plant into a park on the “passive” part on the agenda. The meeting’s recap had not yet been posted so he could not report on the outcome or discussion, if any. Commission Hagen had been in touch with him for background, concerned about whether there was widespread community support, for the project. but he did not ask for anyone to be in attendance.

**8. Unfinished Business:**

**Finance Report:** Paul Berg expressed frustration that no up to date records were available, and that the September 2014 books were not closed, nor final adjustments made.

A motion was made to direct Paul Berg to get the assistance he needed to get the books brought up to date within the next two weeks.

**Motion:** by Evelyn Bless

**Second:** by Bill DeMare

**Discussion:** One plan might be to ask the previous bookkeeper Brenda Heiss to assist, since she is a potential Board candidate and if elected Treasurer would be able to take control of the situation and secure responsible bookkeeping services.

**Motion Passed** 6-0.

Bill DeMare expressed concern about the constant use of the line of credit. He noted that in-kind contributions must match for income and expense, and Paul Berg noted that he would make any corrections necessary.

Bill DeMare then moved that a moratorium be established on nay new expense other than day-to-day operational expense until the accounts are brought up to date.

**Motion:** by Bill DeMare

**Second:** by Sandra Harrington

**Discussion:** none

**Motion Passed** 6-0.

**9. New Business:**

Bill DeMare asked that the Board consider establishing a Hospitality subcommittee of the Programs Committee to see that there was consistency in the refreshments for receptions and special events, The subcommittee would be given a budget to work from. The matter was turned over to the Programs Committee to act upon.

Craig Nowicke reported that the chorus had received the donation of filing cabinets full of music, and risers, from a Hernando County organization. He added that the risers could be rented out and become a revenue source.

**10. Adjournment:** There being no further business, President Stearns adjourned the meeting.

Respectfully submitted,

Lois Kostroski