

**Friends of Carrollwood Cultural Center
Board /Annual Meeting
March 20, 2013
Carrollwood Cultural Center**

Board Members Present: Nancy Stearns, *President*; Jennifer Fitch, Sandra Harrington, John Miley, Alan Preston, *Treasurer*, Kathy Sutton, *Secretary*

Board Members Absent: Evelyn Bless, Paul Sterzinger

Staff Present: Paul Berg, *Executive Director*

Guest: Ken Tinkler, *Attorney*

Call to order at 7:05 p.m.

Public comment – Tom Aderhold resigned effective 3/20/13.

1. Adoption of Consent Agenda

Motion by Alan Preston

Second: Kathy Sutton

Discussion: Accept Consent Agenda as modified reflecting that there are no Minutes for the Finance Committee and also that the Executive Director’s report will be the first item on the agenda.

Motion Passed: 6-0

2. Executive Director’s Report

Motion

Second:

Discussion: The Executive Director indicated that the Piano loan has been successfully paid off due to the support and generosity of 62 individuals who were involved in campaign donations. He also communicated that Alan Preston, Treasurer of the Board, was instrumental in resolving the phone challenges and implementing an Internet based system, which will offer more options to the user as well as being cost effective to the Center’s operations.

The Executive Director also reported that Bay Cities Branch Manager, Nancy Gordon is scheduled to host a meeting for corporate members at the Center the week of March 25. The luncheon meeting will include both executives and clients and is a great networking and marketing opportunity for the Center.

He reminded the Board of the upcoming “Volunteer Appreciation” event which is scheduled for Thursday, 3/28 at 7:00pm.

Regarding the Budget for 2013, the line items for Donors has been combined to one line item. The Board President will make a personal call to individual who is a \$500 donor.

Commencing in May, 2013—the Center has contracted with a vendor for an open air “Fresh Market” (once per month) which will be year round from 10:00am-2:00pm. This event will attract at least 75-100 vendors and will be a great networking/marketing vehicle. The Center will notify the Sheriff’s department in advance of the event.

“Arts in the Park” was a success with great audience participation as well as vendor sales. It went very smoothly and also generated memberships and class enrollments.

Marquee update—the Executive Director is still awaiting a response from the County. It was communicated to the County that the current sign was not meant to be a permanent fixture and is now unsafe for the public. The situation is becoming dire.

Commissioner Higginbottom is expected at a 9:30am meeting next Tuesday, 3/26 at the Center. The meeting will be with the Board President and Executive Director of the Center. This will be an opportunity to speak with him about the Marquee issue as well.

Some additional networking ideas: “Hosting village board nights, “Sound of Swing” concert(s) and wine/cheese events using Center resources.

Motion Passed: None

3. Annual Sunshine Update

Motion

Second:

Discussion: Attorney Ken Tinkler provided details regarding the Sunshine Law. This is an annual update directly linked to the litigation settlement. The Sunshine Law is also a big issue in Florida especially in the Palm Beach and Broward county areas. A condensed version of the Sunshine Law was provided to each Board member at the meeting as well as the Executive Director.

Attorney Tinkler re-emphasized that Board members should have no discussions regarding Board issues via email, text messaging, *Twitter*, *Facebook*, or any form of written communication. The Sunshine Law also applies to members on the various Committees.

Motion Passed: None

4. Treasurer’s Report

Motion

Second:

Discussion: The Finance Committee met on 3/19/13. The Treasurer reported a loss of \$45,000 in CY2012. However, 1st quarter 2013 is off to a positive start. However, as a cushion before the receipt of County funds, the Treasurer is recommending the establishment of a Line of Credit as follows:

Motion Passed: None

5. Line of Credit for \$20,000 to be repaid prior to incurring any interest and within 24 hours of receipt of County Funds

Motion by Alan Preston

Second: John Miley

Discussion: It is critical for the Board to implement strategic measures to reverse the Center’s current financial trend.

Motion Passed: 6-0

6. New Business—Acceptance of Resignation of Tom Aderhold

Motion by Alan Preston

Second: Sandra Harrington

Discussion: None.

Motion Passed: 6-0

7. Acceptance of Resignation of John Miley

Motion by Kathy Sutton

Second: Sandra Harrington

Discussion: John Miley will continue his efforts in support of the Center in other capacities other than Board membership.

Motion Passed: 5-0

8. Adjourn Meeting

Motion by Kathy Sutton

Second: John Miley

Discussion: None.

Motion Passed: 6-0

9. Other

Motion

Second:

Discussion: The Board President indicated that the Evaluation Committee met with the Executive Director for his review on 3/19/13. Minutes were taken at the Evaluation Committee meetings and are available for review along with the Evaluations provided by Board members.

In addition, the Board President will contact Paul Sterzinger to request a formal written resignation from his Board responsibilities.

The Board President indicated that there are prospective candidates for Board membership replacements.

Motion Passed: None

The meeting adjourned at 8:10pm.

Recording Secretary: Janet Bucknor

Approved: