

**Friends of Carrollwood Cultural Center  
Board Meeting  
April 18, 2018  
Carrollwood Cultural Center**

**Board Members Present:** Nancy Stearns, *President*, Susan Baxter Gibson, Alan, Preston, *Treasurer* Evelyn Bless, *Secretary*, Neil Smith, Craig Nowicke, and Bill DeMare, *Vice-President*, who arrived at about 4:30 for the meeting.

Board Members Absent: none

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

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

**Public comment:** none

**1. Adoption of Agenda:**

**Motion:** Neil Smith

**Second:** Susan Baxter Gibson

**Motion passed:** 6-0

**2. Consent Agenda approval:**

Board Minutes - March

Committee minutes:

March Final Governance, Executive Director's Report

**Motion:** Alan Preston

**Second:** Susan Baxter Gibson

**Motion Passed:** 6-0

**3. Board Assessment:** Nancy Stearns said that we are missing one assessment, which Alan said was his.

**4. Approval of Standing Committee Makeup:** Nancy read each committee, the members, their responsibilities, and the items that they will address

**Motion:** Susan Baxter Gibson moved that the board accept Nancy's report.

**Second:** Alan Preston

**Discussion:** Alan said that there was no reference as to how often the committees meet. Craig suggested that the committees meet at least once before the end of the fiscal year. The board discussed the issue of frequency of meetings. Paul reminded the board that Ken Tinkler will give a sunshine update at next month's meeting. There may be some changes in the sunshine restrictions that will affect this issue.

**Motion passed:** 6-0.

**5. Finance Update:** Alan Preston said that the center is up \$30,000 in profit at this time. Following a discussion of how to improve communication between the CCC and the HOAs, Craig Nowicke offered to show members of the board how his company does mailing with "Every door direct mail" using the USPS. Alan Preston reported that he sent out a request for audit proposals.

**Motion:** Alan Preston asked board to approve his pursuing a contract for a person to do the audit for no more than \$6500.

**Second:** Evelyn Bless.

**Motion passed:** 7-0

6. **Strategic Planning:** Paul Berg distributed vision summaries to the board that had been compiled by Evelyn Bless. Craig Nowicke proposed that we need to revisit the SWAT analysis and recirculate the results of that (from May 2017). The steering committee set a date to meet on May 2 at 3:30 to narrow down the topics that will be discussed at the ensuing workshop, probably sometime in June.

7. **Old Business:** Susan Baxter Gibson commented that people she has talked to have been impressed with the new sculpture at the center. Craig Nowicke added his praise about the Hunchback Production.

8. **New Business:** Paul Berg said that next week the staff is going through active shooter training.

9. **Adjournment:** 5:15

Submitted by:

Linda Delapenha

Recording Secretary

Corrected minutes