

**Friends of Carrollwood Cultural Center  
Board Meeting  
March 20, 2019  
Carrollwood Cultural Center**

**Board Members Present:** Bill DeMare, *President*, Nancy Stearns, Alan Preston, *Treasurer*, Neil Smith, *Vice President*, Craig Nowicke, Evelyn Bless, *Secretary*

**Board Members Absent:** Sophia Denicolo

Susan Baxter Gibson arrived at 4:19

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

**Guests: Governance committee:** Nancy Manning, Chris Hughes

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**Call to order,** quorum present, at 4:00p.m. Bill DeMare, *President*.

**Public comment:** none

1. **Adoption of Agenda:** Bill DeMare said that the agenda would be adjusted to accommodate Susan Baxter Gibson's late arrival

**Motion:** Alan Preston

**Second:** Nancy Stearns

**Motion passed:** 6-0

2. **Consent Agenda approval**

Board Minutes –February  
Committee minutes: February Governance Committee  
ED Report

**Motion:** Alan Preston

**Second:** Nancy Stearns

**Motion passed:** 6-0

3. **Executive Directors Report:** Paul Berg reported about the tuition help last year was \$10,000, and this year the center will give \$ 1500 for tuition help, hoping to reach a goal of \$15,000 He asked for help from the board. It costs about \$185 for a child to attend one session. Donations have been solicited. Evelyn Bless volunteered to coordinate the last session of summer camp when the board brings cupcakes for the children. The center is adding a theater camp this year.
4. **Conflict of Interest; Commitment to Service:** Paul Berg collected these forms from board members.
5. **Finance Update;** 990 and audit. Alan Preston reported that the center is \$35000 better than budget.
6. **Audit Review:** Gerald Appleby distributed a "Report to the Board" for the year ended Sept. 30, 2018. Mr. Appleby reviewed the required communications section. The second document

distributed was the Financial Statements for September 30, 2018 and 2017. Mr. Appleby reviewed this document in detail with the board. Board members had the opportunity to ask questions after his reports.

7. **Annual Sunshine Review:** Ken Tinkler distributed "The Florida Sunshine and Public Records Laws 2019". He reviewed the document, gave examples of illegal behavior and answered board members questions as he discussed both laws.
8. **Executive Director Review:** Bill DeMare explained how he summarized and averaged the boards' ratings and comments. The Strategic Employee Plan Committee, consisting of Bill DeMare, Paul Berg, Neil Smith and Alan Preston will meet after the next Finance Committee meeting. This new committee will prepare for the future. They will look at job descriptions of employees, evaluations, salary history, and ask employees to explain how they spend their time.

Motion: Evelyn Bless made a motion to give the Paul Berg, Executive Director, a bonus based on his excellent performance review.

Second: Nancy Stearns

Motion passed: 7-0

Susan left meeting at 5:35

9. **New business:** Bill DeMare reported that the Governance committee has recommendations for the board that will be addressed at later date. Paul Berg wants to send Sophia Denicolo a card from the center congratulating her on the birth of her baby. Paul mentioned advocacy by reminding board members that they said they wanted to invite commissioners to see the center; summer camp would be a good time to have visitors.
10. **Unfinished Business:** Bill DeMare reported that the park is developing well. In the future the center may hold events at the park while working together with the county. The Pavilion will be completed very soon.
11. **Round Robin:** Evelyn Bless reminded the board about the advisory council. Craig Nowicke invited everyone to hear the Master Chorale this Friday night at 8:00 at Idlewild Church. Paul Berg mentioned the performance of Nunsense at the center this weekend only.
12. **Adjournment: 5:55**

Submitted by:

Linda Delapenha, Recording Secretary