

**Friends of Carrollwood Cultural Center
Board Meeting
May 15, 2019
Carrollwood Cultural Center**

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

Board Members Absent: none

Staff Members Present: Paul Berg, Executive Director

Guests: none

Call to order, quorum present, at 4:02 p.m. Bill DeMare, *President*.

Public comment: none

1. Adoption of Agenda:

Motion: Nancy Stearns

Second: Alan Preston

Motion passed: 8-0

2. Consent Agenda approval:

Board Minutes –April
Committee minutes: April Governance Committee

Motion: Neil Smith

Second: Alan Preston

Motion passed: 8-0

3. Executive Directors Report: Paul Berg discussed work being done on the Studio facility, box office software, membership plan to be presented in July and a implementation plan for a grant writer.

4. Finance Update: Alan Preston sent out financials for last month and the year to date. The finance meetings will be moving to Monday's at 11:30. The committee will be tackling an internal controls issue monthly.

5. Governance Committee: The results of the board assessment were handed out. This is something that is done annually. The board composition matrix was handed out. The board handbook was distributed and will be voted on at the June board meeting.

6. HOA Committee: The HOA events committee will be meeting next week. Each phase has 2 representatives. The committee has met and discussed the purpose of the committee and what success looks like for the community events. The committee will eventually meet every 2 months and reports to the HOA Executive Committee.

7. **New business:** The advocacy committee will be meeting in the next week to discuss moving forward.
8. **Unfinished Business:** Evelyn Bless brought up board representation during summer camp. Last year board members came in on Friday's to bring dessert and thank the student volunteers.
9. **Strategic Planning:** Paul Berg went through the facility strategic plan that consisted of the average scores for each subject of the facility strategic plan. Paul will now assign responsibilities and timelines to the items and report back to the board.
10. **Adjournment:5:30**
Submitted by:

Paul Berg, Interim Recording Secretary