

**The Center Board of Director's Meeting
Minutes
Monday, May 21, 2018**

Board Members Present: David Zaccagnino, Karen Harllee, Christine Hicks

Also present: Chris Culhane-ED, Mark Short-Finance Committee, Brian Seymour-AMI
Commissioner

Absent: Don Purvis, John Lefner, John Munn

David Zaccagnino opened the meeting at 6:07pm.
Minutes from the previous meeting were not available to be approved.

Chairman Report

- Concession money was approved by cities and will be used for capital improvements.
- An additional request we being presented to the county to cover the cost of The Center bus.

Committee Reports

- Finance
- Christine reported the month of April experienced a net loss of \$25,000 with a total fiscal year net loss of \$15,000.
 - An impressive \$227,00 positive improvement reported over the prior year's net loss of \$242,000.
 - The \$46,000 negative variance from the positive \$31,162 budgeted net income was due to the imprecise budget allocation methods and fundraising contribution delays.
 - Total year to date revenues are \$840,000 with an increase of 8.2% or \$64,000 than the prior year. This is \$121,000 lower than budget with the difference primarily in fundraising.
 - Outlook to break even being 2% within budget.
- Governance
- Karen and Mike discussed potential board members for near future and took suggestions from BOD.
 - Committee will contact potential members and make recommendations at next board meeting.

Executive Director Report

- Development Director hiring process was discussed. Chris suggested a potential DD to the board. BOD recommended Chris start the interview process to fill the position.
- Suggestions were made by Chris and other BOD members to help sustain The Center through small property management fees. Update at the next board meeting.
- 18/19 Budget is in the works and on schedule to be finished by next meeting.
- Employee benefit changes including PTO, vacation time, and insurance were presented. The changes are to take effect July 1, 2018. Each employee will carry their own insurance. Four full time employees will receive a monthly increase in pay to cover the difference. This will save The Center \$2,000+ per month.
- Vacation changes would include accumulation of vacation time starting on the anniversary of date of hire, beginning with the 6month anniversary. Five days of vacation will be offered between the 6-12month period and ten days would be given between 12-24month period. The previous benefits included ten days per year for two years or less. Additionally, vacation time would not have a cash value and can only be received in the form of paid time off.
- It was suggested that payroll move to 24 pay periods per year.
- Payroll service will move to CPA in Ellenton and a new payroll service was recommended.
- Discussion was opened about a new software upgrade. Our current software is difficult to use and costs \$1.50 per transaction. Chris will research alternatives and present at the next board meeting.
- Mike presented an idea for a new structure to make the building more appealing while adding much needed shade for the handicapped parking.
- Karen presented the event calendar through May 2019 which includes the addition of a spring fashion show. The golf tournament will be moved from IMG to The Links this fall. Karen also suggested a runner's club and 5K benefitting The Center. She, Chris, and Carl Weeks are to meet with Fit 2 Run to ask for their expertise.

Upcoming Events

September 8 th	Lapensee Bowling Tournament	AMF Lanes
September 28 th	Ugly Grouper Gold Tournament	The Links
December 1 st	Lester Family Fun Day	The Center
February TBD	Murder Mystery	The Center
March 3 rd	Tour of Homes/Center Bazaar	The Center
April 11 th	Passion for Fashion Spring Show	The Center

Old/New Business

- Brian Seymour recommended The Center organizing an event on Pine the first week of May. This would be something similar to Wine on Pine.
- Mike asked if there could be solid numbers in our budget for advertising.

The meeting was adjourned at 7:10 PM.

Respectfully Submitted

Acting Board Secretary-Karen Harllee