

## The Center Board Meeting 4/29/19 Minutes

Attendance: Executive Director: Christopher Culhane  
Board: Mike Thrasher, Lisa Pierce, Kathy Morgan Johnson, Sarah Meaker, John Munn Don Purvis, Christine Major Hicks,  
Other: Mark Short from Finance Committee

Absent: David Zaccagnino, John Lefner

Meeting called to order by Vice Chair, Sarah Meaker at 5:34 pm.

Reading of prior meeting 3/25/19 minutes – motion to approve by Kathy Morgan Johnson, second by Lisa Pierce. Minutes approved.

Chairman report – postponed until next month

Annual Review of ED – Discussion with Chris Culhane:

ED to do a self-review due to Board members by 5/15/19.

How has he performed, what went well this past year, what could be improved on.

Goals for 2019/2020

There will be a formal Board review by 7/1/19

Establish formal quarterly review with Board and committee

Chris to apply for Leadership Manatee by 5/3/19

### Committee Reports

Governance: no report

Finance – Christine Major Hicks and Mark Short

- March 2019 fiscal year to date results reviewed. .
- Discussion on where Center stands to receive funds from the Cities by end of this fiscal year. Chris and David to meet with Holmes Beach and City of Anna Maria and are fairly confident cities will contribute budgeted funds as planned by fiscal year end.
- Mark Short presented a Revenue and Expense Commitment Schedule for Board to consider using this reconciliation process to adjusted net income. It reconciles the positive cash flow net income to expense timing difference. Christine Hicks, Mark Short and Chris Culhane will meet and refine this report.

### Executive Director Report – Chris Culhane

1. 2019 Executive Compensation Report for Local Non-Profits – highlights presented showing Center compensation below Manatee and Sarasota averages.
2. Gold Seal of Transparency – awarded to Center. Only .5% of all non-profits receive this. Center to do a press release about this.

3. Letter from Randy Ewins – complementary towards Center.
4. Center Closures – In response to Terry Gebhardt's presentation to Board 3/25/19 regarding the number of Center closings, Lisa Pierce presented data the Center had been closed 14 days from 1/11/19 to 4/15/19. She reviewed the impact these closures have and recommendations to reduce number of cancelled classes.

Christine Major Hicks will draft a procedure for Center members and other individuals to bring matters of concern and ideas to the Board.

5. Capital Expenses – Center currently working on field maintenance and showers. Christine Major Hicks to get requests for reimbursements from County done for fitness equipment and roof repair.
6. Leadership Lab –Board members completed a survey on Center leadership for ED. Results to be compiled and reviewed for improvements.
7. 990 Review – Mark Short reviewed 2017/2018 Federal Income Tax Form 990 and reported nothing glaring wrong, more of an informational submission. 990 approved by Board.
8. April Financials – April revenue through 4/28/19 is \$94k which includes \$37k from Marshall Tucker Band concert and \$15k Eisenbarth Trust distribution. This is high for the month of April.
9. Development Director – offer made to Jim McDaniel. Will know by 5/1/19 if he accepts.
10. Operations Director – looking to make offer, resume presented to Board.
11. Concert Series - \$55k net to Center after expenses which were mostly rental related items.
12. Fashion Show – went better than expected, raised \$8500 net. Thanks to Barb Zdravecky as key speaker and making direct fund raising ask.
13. Event Coordinator – Karen Love Riley interested in position. Need to work out compensation and potential bonus structure.
14. Event Calendar: ED reviewed status of upcoming Center events including Summer Camp, Dine on Pine possibility for November and a fundraising opportunity Anna Maria Monopoly game with local business sponsorships on the board.

New Business: Anna Maria Commissioner Amy Tripp discussed with Mark Short the opportunity for Center to have an eldercare program.

Open Meeting – 7:24 pm. Attended by Kristin Swain from AMI Sun and Ryan Paice from The Islander. Reviewed above items with press.

Motion to adjourn meeting made by Lisa Pierce, second by Christine Major Hicks, Approved. Meeting adjourned at 7:53 pm.

Respectfully Submitted,  
Christine Major Hicks