

Fenton Community & Cultural Center

Meeting Minutes
January 14th, 2015

Roll Call

Patric Parker, Sue Osborn, Ron Justice, Mark Hamel, Kristina Johnston.

Patricia Lockwood, Fundraising Chairperson, Vince Paris, Executive Director
Absent: Doug Callahan, Tim Jalkenan

Tour of New Addition

Prior to the meeting Mr. Paris gave the board and Patricia Lockwood a tour of the new addition,

Fundraising Update

Ms. Lockwood provided the board with an overview of a number of fundraising possibilities. Funds for brick pavers are continuing to come in and work with major donors is ongoing.

Mayor Osborn noted that city Manager Lynn Markland was requesting the \$100,000 contribution from the FCCC fund balance.

Director's Report

Mr. Paris provided a brief overview of his director's report, with the focus being on the renovations and expansions.

Arts & Cultural Committee Update

Mr. Paris and Committee Chair Kristina Johnston overviewed the timelines for the three events involving the new addition and renovations. The donor reception would be sometime in early to mid-April, the general Open House to follow within a few days to a week and the initial annual Fundraising Event in Mid-September. A number of scenarios for each event were discussed. Mr. Paris noted that he has proposed in the new budget an amount of \$9,500 to cover cultural events and these three events. After further discussion it was determined that Patricia Lockwood would take the lead on the Donor Event with administrative support from Mr. Paris and staff that the board would work with Ms. Lockwood on the general open house with assistance from Mr. Hamel/staff, and that Mr. Paris and Ms. Lockwood would make contact with Chelsea Mills (local Events Planner) to have an exploratory conversation about the September Fund Raiser. Each of these events would also make use of volunteer committees.

Transfer of Funds to the City of Fenton

After general discussion of the board regarding funding of the renovations and expansion, it was moved by Osborn, seconded by Hamel to transfer up to \$100,000 from the FCCC fund reserve when requested by the city manager.

Ayes: All Nays: None

After general discussion regarding fundraising reserves kept at State Bank of Fenton and the Community Foundation of Greater Flint, it was moved by Osborn, seconded by Hamel to transfer funds from both account in an amount that would allow a minimum balance in each account to keep it open.

It was noted that totaled these funds would be approximately \$80,000 dollars.

Ayes: All Nays: None

Bill From Rhoades & Johnston

Mr. Paris explained that the general contractor (Rhoades & Johnston) had done an unauthorized repair on the ceiling in the main upstairs hallway of the existing building. The work was needed Mr. Paris explained but the contractor simply did not seek authorization prior to doing the work. Mr. Paris explained that there is some grey area involved in "maintenance" work and what can/will be covered in by the project dollars. He and the city manager have had several discussions about this topic. Mr. Paris indicated to the board that he made it clear to the contractor that spending limits were at \$250 dollars unless approved by the board via conversations between the executive director/chairperson.

After further discussion, it was moved by Osborn, supported by Justice to pay the \$486.00 bill for ceiling repair to Rhoades & Johnston.

Ayes: All Nays: None

Use of New Classrooms

General discussion took place regarding the use of the two new classrooms, the priority for scheduling and events that could be prohibitive. After further discussion there was a consensus that a meeting of the city council and the board of governors would be considered.

2015 Operating Budget

Mr. Paris overviewed the proposed 2015 budget. He noted that the projected fund balance would be lower this year as a large increase in events planning (due to the three open house/fundraising events) was anticipated.

After general discussion regarding the budget, it was moved by Justice, supported by Hamel to approve the budget as presented.

Ayes: All Nays: None

Financial Report

It was moved by Justice, supported by Johnston to approve the January Financial Report as presented.

Ayes: All Nays: None

Bills For Payment

It was moved by Justice, seconded by Johnston to approve the Bills for Payment as presented.

Ayes: All Nays: None

With no further business the meeting was adjourned at 8:40 pm.

Vince Paris, Recording Secretary