

Board of Directors – Quarterly Meeting Meeting Minutes DRAFT

Date: Monday, May 6, 2019

Time: 6:00-7:00 p.m.

Location: SPC EpiCenter, 13805 58th Street North, Largo, Conference Room 1-450

Board members present: Bridgette Bello, Ken Burke, Laurie King, Kathleen Peters, Debra Prewitt, Irene Sullivan

Board members absent: George Greer, Watson Haynes, Richard Jacobs

Ex-officio members present: David Klement **Ex-officio members absent:** Tonjua Williams

Team members present: Ellen Fontana, Sharon Panov, Jacquelyn Schuett

Team members absent: Mark Strickland

Guests present:

Agenda Items Discussed	Discussion/Action
1. Welcome / Call to Order - Irene Sullivan	The meeting was called to order at 6:05 p.m. All members present introduced themselves.
2. Review and approval of minutes from last meeting ▪ APPENDIX A	<u>Approval of Minutes</u> The minutes from the February meeting were unanimously approved. <i>Refer to Appendix A.</i>
3. Financial Report • Current Status: - Ellen Fontana, CPA ▪ APPENDIX B	<u>Approval of Financial Report</u> <i>Ellen explained that the financial reports submitted are drafts, subject to audit. The current financial status with highlights is as follows: The balance sheet shows a cash balance of \$26,000, which is about \$1,400 from last year. There are receivables due in March that were paid in April. Amount due from SPC is \$233,000, which is up by \$70,000. The difference in revenue reflects less money coming in in March.</i> <i>The profit and loss statement reflects all funds coming in, at month's end and at year end, for both the SPC account and the 501(c). In-kind contributions were down a little. Earnings from the Foundation are up by \$27,000. Not as much was received for general sponsorships, but more than last year from Age-Friendly. Personnel expenses were up by \$12,000. There was a lot more advertising and honoraria fees paid for; a little more for materials. In summary, expenses were up by \$15,000; income was up by \$3,000 compared to last year.</i> <i>The budget vs. actual report shows an increase in the dinner series, higher than expected; not as many Age-Friendly or general sponsorships as expected.</i> <i>The profit and loss by class report shows conferences generated \$10,000 and about \$6,700 was spent; dinner series events broke even; and there was no revenue generated from forums. The biggest expense is for salaries.</i> <i>Overall, it was a really good year.</i> <i>Ken Burke requested more information on the Foundation account as well as the legislation supporting the original agreement. Ellen explained that funding for the Institute is based on a 10-year plan. Several members requested to</i>

Ken asked if all members of the delegation would be present. *Jacquelyn* responded that there are currently eight expected to attend.

David finished the director's report by reporting highlights of potential programs for the upcoming year, with close attention to scheduling at all SPC locations. Dinner Series will include two high-interest topics: the first will focus on the Fourth Industrial Revolution, which has to do with Artificial Intelligence. We were able to secure a prominent person in the field at a reasonable price as keynote speaker and we would also ask someone from SPC's technical staff. We are hoping to partner with Poynter Institute for the second dinner forum titled The Future of Journalism. In the spring, during the Democratic primaries, we plan to hold a forum on the New Green Deal, and other election-related topics like the National Popular Vote Interstate Compact.

To be included in the Forum Series is a program on mental health, as suggested by Kathleen Peters, whom he met with earlier in the year to discuss. He has also met with the National Association on Mental Illness, Pinellas chapter, and is trying to set up a meeting with the college's designated mental health advocate Donna Marley with Project HEAL. Another potential partner is a group of organizations in Tarpon Springs called Peace4Tarpon. We will schedule more programs with partners Eckerd College and Legacy 56 on race, most likely on the issue of disenfranchisement. For Partnerships and Annual Events, we plan to hold programs related to Climate Change, the annual Caregivers Conference, the bi-annual Summit of the Florida Civic Advance, and the Juvenile Welfare Board annual Children's Summit. And regarding Age-Friendly St. Pete, we are close to having a report to present to the City.

David asked for ideas/suggestions from the board members. Highlights as follows:

Irene suggested a forum focusing on the Baker Act. What does it mean? Can it happen to me?

Kathleen added that a discussion on the Baker Act should include statewide vs. local practices, the Marchman Act, and children's Baker Act. A general conversation commenced regarding the subject. Sources mentioned include the National Council on Mental Health, and the Health Department.

Bridgette asked if the conversation should be limited to just one event. *David* said that the college has plans to hold seminars for students on campuses.

Kathleen said that each campus should have a mental health program for students, and someone who is knowledgeable on how to handle the conversation with the right approach. She also added a conversation about drug addiction should accompany a conversation about mental health.

Irene suggested the institute reach out to the filmmaker of the independent film screened at the Sunscreen Film Festival titled *Behind the Bullet*, documenting four scenarios of gun violence. Another suggestion Irene had for future forums is regarding the charter school situation.

Ken Burke noted that there are two upcoming events that are not political: artificial intelligence and journalism, but both politics-related events mentioned are representative of one political party: The Green New Deal, and the National Popular Vote, and that the Institute needs to be careful about doing that. *David* asked for any suggestions on topics relevant to political situations, and that the Institute makes an effort not to have one-sided topics. *Bridgette* added that the use of the term climate change gives the perception of a political issue. *David* disagreed. A discussion followed regarding acceptable terminology.

5. New Business	<p><i>David</i> presented current board member term expirations: Laurie King, Irene Sullivan, Debra Prewitt, George Greer, Kathleen Peters. All members agreed to continue for another term. The board voted yes on all members presented.</p> <p><i>David</i> explained that the annual budget report presented in the packet reflected a projected amount of \$156,000 less than the current year. He is still awaiting a final figure. He was advised to delay the board's approval until we are able to do a revision which would be based on a percentage of the endowment, by special meeting. The board unanimously requested more information on the budget. <i>Laurie King</i> asked who would be able to provide that information. <i>David</i> said it would come from Vonda Woods, the director, accounting services. <i>Ken</i> requested that perhaps also the college attorney could contribute to further conversation regarding the endowment, history. <i>David</i> gave a brief history of his part in writing the original plan before being hired to lead the institute. <i>Bridgette</i> requested more information on the mission of the Institute at conception. <i>Irene</i> suggested that for the August meeting we have someone from the legal department, or the proper person, join us with more information regarding the history of the Foundation, legalities, etc. <i>David</i> said he would follow up with an email regarding the budget, a conference call perhaps.</p> <p>New meeting dates for the upcoming were approved to be held the 2nd Monday of the quarter, except in November when the meeting will be held on the first Monday. Dates: August 12, Nov 4, Feb 10, May 11.</p>
6. Wrap-up and Adjournment	The meeting was adjourned at 7:18 p.m.
Respectfully submitted, Sharon Panov, Recorder.	Next Board meeting: August 12, 2019, 6:00-7:00 PM EpiCenter (Conference Room 1-450)