

**Minutes for CMBC Board Meeting**  
**Thursday, February 7, 2008**  
**MOCC Offices**

PRESENT @ 6:25 P.M.: V. Lee Brady; Paul Taylor; Troy Johnson; Denise Lowry; Derrick Robinson (Helen Holton representative); Bunnie Riedel (consultant); Rebecca Jessop (Mayor's Office).

Call to Order @ 6:25 P.M.: V. Lee Brady

Review of Agenda. Changes to agenda: since there is no quorum, it is agreed that Organizational learning should be first on the agenda.

ADDITIONAL PRESENT @ 7:00 P.M.: Lanette Davis and Sandra Long.

MOTION FOR APPROVAL OF THE JANUARY 3, 2008 MINUTES:

Paul Taylor

Troy Johnson, 2<sup>nd</sup>

UNANIMOUS APPROVAL

**DISCUSSION OF CONTRACT WITH CITY**

Marilyn will prepare a letter for the Board of Estimates. Money collected for capital from Comcast is to be given to CMBC on a quarterly basis. Money accumulated to date is in interest bearing accounts held by the City. The accounts are controlled by the City Treasurer. CMBC to submit an annual budget for money to be transferred to a CMBC account. Accumulated capital funds will remain in the City account. Discussion to have ratification of contract by this Board prior to sending the contract to the Board of Estimates.

**REPORT ON PRODUCERS' EVENT**

The Producers' event organized by Troy Johnson was a success. It was held at MOCC offices on January 24<sup>th</sup>, and approximately 50 people attended. A database of producers is being created so CMBC can be in touch with them.

**NOMINATING COMMITTEE**

Maresa Gold has resigned. The number of Board members is now 10. There are 5 open seats. The Nominating Committee has been meeting and will be bringing nominations to the board.

**WEBSITE DEVELOPMENT**

V. Lee Brady has been developing the new website. Brady wants to launch the site April 3<sup>rd</sup>, but there are several issues to be addressed. He would like to have a finished list of advertisers or sponsors for the site. He needs legal terms for sponsorship.

8 P.M. Denise Lowery had to leave.

#### EXECUTIVE COMMITTEE

A Strategic Planning Session was held on January 26<sup>th</sup>. Jayfus will review the results at the March meeting.

#### FINANCE

Lanette Davis has submitted the insurance application. The 501 (c)3 was completed January 3, 2008 by King and King. The document and a request for the filing fee of \$750 (payable to the IRS) was submitted to the City so that King and King could send the application and the filing fee to the IRS. The 501(c)3 paperwork has not been filed to date because the City cannot write a check to the IRS. The City will write a check to King and King for the filing fee and King and King will have to write a check to the IRS. This process should take two weeks or so.

#### SITE SELECTION

Paul Taylor reported that Sojourner Douglas has incorporated Ron Browne's suggestions into their latest architectural drawing.

#### NEW BUSINESS

Bunnie Riedel passed out a draft of an Executive Director's job description for the Board members to take home and review.

MEETING ADJOURNED 8:45 P.M.

Respectfully submitted by Bunnie Riedel  
February 22, 2008