

Regular Meeting of the Newberry Opera House Board of Directors  
Held at the Newberry Opera House, 1201 McKibben St., Newberry, SC  
November 28, 2018-5:00 pm

Members Present: Denise Reid, Trent Purcell, Peggie West, Les Hipp, Bob Shirey, Tom Pope, Robert Summer, Matt Dewitt, Phil Spotts, Joe McDonald, Anne Smith, Dave Greenslade, and Jim Suber

Staff Present: Molly Fortune

**CALL TO ORDER:**

Denise Reid called the meeting to order at 5:02 pm.

**MINUTES:**

Les Hipp made a motion that the minutes from the 10/24/2018 should be approved and Dave Greenslade seconded the motion and it passed unanimously.

**TREASURER'S REPORT:**

Since Luke McCormack was not present Denise Reid reported that the Form 990 was completed and sent to the IRS on 11/19/2018. Trent Purcell made a motion to contact our auditor/CPA, Ken Flowers to get a clarification and/or correction for the NOH mortgage. Les Hipp seconded the motion and it passed unanimously.

Denise Reid informed the board that there will be no board meeting in December but the board is encouraged to attend the Ambassador/Staff Christmas Dinner on December 15, 2018 at 6:00 pm at Kaufman Dining Hall at Newberry College. Denise Reid then informed the board that there will be a covered dish supper for all board members at the home of Les and Beth Hipp on Friday, January 4, 2019 at 6:00 pm.

**OLD BUSINESS:**

Molly Fortune gave a detailed update on the Smithsonian Crossroads Exhibit which opens at 4:00 pm on December 16, 2018 at NOH with Randy Cohen as guest speaker. Molly Fortune also informed the board that all faucets in both restrooms have been replaced. Tom Pope made a motion to authorize Denise Reid to send a letter to County Manager Wayne Adams to address the roof leaks at the NOH. Les Hipp seconded the motion and it passed unanimously. Joe McDonald then gave a brief review of the new gift policy and updated gift agreement with Anne Smith's help. Tom Pope made a motion to approve/pass the new gift policy and Dave Greenslade seconded the motion and it passed unanimously. Matt Dewitt

made a motion to approve/pass the updated gift agreement form and Dave Greenslade also seconded the motion and it also passed unanimously. The Oyster Roast made a net profit of \$11,614.30. Next Bob Shirey and Molly Fortune gave a handout and discussed the Newberry On Board For Non-Profit Board Education continuing educational series. Then Molly Fortune discussed the donor directory/booklet.

#### NEW BUSINESS:

Executive Committee: Denise Reid informed the board that the vacant bookkeeper position has been advertised.

Governance Committee: Matt Dewitt informed the board that there will be three positions open on the NOH board in 2019. Phil Spotts, Peggie West, and Dave Greenslade will be leaving. Tom Pope made a motion to change the monthly NOH board meeting time from 5:00 pm to 4:30 pm beginning on 01/23/2019. Les Hipp seconded the motion and it passed unanimously.

Executive Director's Report: Molly Fortune discussed the twelve deals of Christmas, cyber Monday, uniforms for employees, a full-time housekeeper and a computer upgrade which is on hold now.

EXECUTIVE SESSION: Trent Purcell made a motion that the board go into executive session to discuss staffing considerations, contractual matters, and risk assessment. Les Hipp seconded the motion and it passed unanimously. Denise Reid brought the board out of executive session at 6:55 pm.

#### ADJOURNMENT:

There being no further business before the Newberry Opera House Board Trent Purcell made a motion to adjourn the meeting and Matt Dewitt seconded the motion and the motion passed unanimously.

Respectfully submitted,

Trent K. Purcell  
Secretary