

**CIVIC ABILENE, INC.
BOARD OF DIRECTORS
Tuesday, February 13, 2007**

PRESIDING.....Mr. Joe Russey, Vice Chair

ATTENDING

Mr. Rob Barnhill
Mr. David Gist
Mr. Mike Hernandez
Mr. Steve Leggett
Mrs. Peggy Manning
Mr. Michael Murphy
Mr. Robert Pollan
Dr. Ted Starnes
Mr. Mike Warren

ABSENT

Ms. Neomia Banks
Mr. Tom Boecking
Mr. John Neese
Mr. Charles Perkins
Mr. John Thomas

Mr. Mike Hall, Director of Community Services
Ms. Audrey Perry, Manager
Mr. Bill Henderson, Event Coordinator
Ms. Rebecca Harwell, Secretary
Ms. Theresa James, Legal

1. **CALL TO ORDER:** The regular monthly meeting of the Civic Abilene, Inc., Board of Directors was called to order by Mr. Joe Russey, Vice Chair, on Tuesday, February 13, 2007 at 4:00 p.m.
2. **APPROVAL OF MINUTES:** Mr. David Gist made the motion to approve the minutes from the November 2006 meeting. The motion was seconded and approved by all members present.
3. **AUDIT REPORT:** Ms. Rhonda Johnson of Davis Kinard & Co., P.C. gave the Board an annual audit report noting that the fixed asset amount was increased due to Christmas decorations. Mr. Steven Leggett moved to accept the audit report as is. The motion was seconded and approved by all present. It was also noted the fee for the audit was \$2,875.00. Mr. Robert Pollan made the motion to approve the expenditure. The motion was seconded and approved by all present.
4. **INTERNAL FUNDS CONTROL POLICY:** Each Board member present received a revised copy of the Internal Funds Control Policy . Ms. Audrey Perry advised the Board of the re-organization of the staff at the Civic Center and therefore changes were made to the Policy. Pat Howell's name was removed and replaced with Rebecca Harwell in regards to check signatures, deposits, and financial reports. Mr. Rob Barnhill made the motion to approve the changes. The motion was seconded and approved by all present.
5. **SIGNATURE CARDS:** Mr. Joe Russey noted that since Pat Howell retired, a change of names on the bank signature cards is necessary. Ms. Audrey Perry advised the Board that since 9/11 banks require Board approval for any changes to signature cards. Mr. Mike Warren made the motion to approve changes to the signature cards. The motion was seconded and approved by all present.
 - **Account Numbers:** Checking --0911 and Investment --0903
 - **Name Removed** – Mr. Patrick Howell
 - **Name Added** – Mrs. Rebecca Harwell
 - **Remaining Signatures** – Ms. Audrey Perry, Mr. Bill Henderson, Mr. John Thomas, Mr. Joe Russey
 - **American State Bank:** Credit Card Signatures

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- **Name Removed** – Mr. Patrick Howell
- **Name Added** – Mrs. Rebecca Harwell

6. FINANCIAL REPORT: Ms. Audrey Perry, Manager, gave the Financial Reports for November and December 2006 and January 2007:

November Checking Account - \$1,817.83; Investment Account - \$15,772.21; making a total cash position of \$17,590.04. There being no corrections, the report was filed for audit.

December Checking Account - \$3,318.26; Investment Account - \$13,765.65; making a total cash position of \$17,083.91. There being no corrections, the report was filed for audit.

January Checking Account - \$1,156.52; Investment Account - \$28,793.23; making a total cash position of \$29,949.75. There being no corrections, the report was filed for audit.

7. OPERATIONS REPORT: Mr. Bill Henderson gave the Operations Reports for November and December 2006 and January 2007.

8. OTHER BUSINESS:

- a. Nominating Committee:** Mr. Joe Russey appointed the following Board members to serve on the nominating committee.

Mr. Mike Hernandez
Mrs. Peggy Manning
Dr. Ted Starnes

- b. Abilene Magazine Ad Renewal:** Ms. Audrey Perry advised the Board that the yearly advertisement for the Abilene Magazine was due for renewal, at a cost of \$2,900.00. Mr. David Gist made the motion to approve the expenditure. The motion was seconded and approved by all present.

- c. Abilene Philharmonic Program Ad Renewal:** Ms. Audrey Perry advised the Board that the yearly advertisement for the Abilene Philharmonic programs was due for renewal, at a cost of \$1,270.00. Mr Robert Pollan made the motion to approve the expenditure. The motion was seconded and approved by all present.

9. ADJOURNMENT: There being no further business, the meeting adjourned at 4:29 p.m.