

Tallahassee ParrotHead Club  
 Board Meeting Summary  
 Wednesday, March 9, 2016  
 6:30 – 8:30 PM at Milano's



2016 Not So Board Members:			
•	Glenn Barker – Captain	•	Fred Davis – Member at Large
•	Ron Crolla – First Mate		Leane Rhodes – Member at Large
•	Mary Hinkle – Purser	•	Susan Crolla – Member at Large
•	Abby Dunn – Scribe		
Club Members:			
•	Penny Weimer	•	Ed Boyack
•	Karolyn Holmes		

Agenda:									
1. Meeting Etiquette – Abby Dunn	<ul style="list-style-type: none"> <li>• Be respectful of each other.</li> <li>• Hold side bar conversations until the end.</li> <li>• Raise your hand if you want to speak.</li> </ul>								
2. Motion for Board Communication and Approval Requirements – Ron Crolla	<table border="0"> <tr> <td>• Glenn - yea</td> <td>• Fred – yea</td> </tr> <tr> <td>• Ron - yea</td> <td>• Susan – yea</td> </tr> <tr> <td>• Mary - yea</td> <td>• Leane – not present</td> </tr> <tr> <td>• Abby - yea</td> <td></td> </tr> </table>	• Glenn - yea	• Fred – yea	• Ron - yea	• Susan – yea	• Mary - yea	• Leane – not present	• Abby - yea	
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3. Motion to Amend Facebook Admins – Ron Crolla	<ul style="list-style-type: none"> <li>• Facebook admins will be modified to include current board members, current chairs, legacy members, and other members as needed. The First Mate can assign Facebook admins as necessary.</li> </ul> <table border="0"> <tr> <td>• Glenn- yea</td> <td>• Fred – yea</td> </tr> <tr> <td>• Ron - yea</td> <td>• Susan – yea</td> </tr> <tr> <td>• Mary - yea</td> <td>• Leane – not present</td> </tr> <tr> <td>• Abby - yea</td> <td></td> </tr> </table>	• Glenn- yea	• Fred – yea	• Ron - yea	• Susan – yea	• Mary - yea	• Leane – not present	• Abby - yea	
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4. Motion to Approve 1/13/2016 Executive Committee Meeting (ECM) Minutes – Abby Dunn	<table border="0"> <tr> <td>• Glenn- yea</td> <td>• Fred – yea</td> </tr> <tr> <td>• Ron - yea</td> <td>• Susan – yea</td> </tr> <tr> <td>• Mary - yea</td> <td>• Leane – not present</td> </tr> <tr> <td>• Abby - yea</td> <td></td> </tr> </table>	• Glenn- yea	• Fred – yea	• Ron - yea	• Susan – yea	• Mary - yea	• Leane – not present	• Abby - yea	
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5. Motion to Approve 2016 TPHC Board Responsibilities – Ron Crolla	<ul style="list-style-type: none"> <li>• The board responsibilities are intended to govern the 2016 board.</li> <li>• Suggestions for documenting and/or adopting the responsibilities on a more permanent basis included amending the bylaws or putting together a policy and procedures document to accompany the bylaws. The board did not make a decision on the best way to document the responsibilities.</li> </ul>								

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<p>6. Motion to Approve Financial Reports – Mary Hinkle</p> <ul style="list-style-type: none"> <li>• Mary tweaked the reports from the former Purser to adjust for deposits and checks that were not originally included.</li> </ul>	
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<p>7. General Liability Insurance Cancellation Notice for Budget Blinds – Mary Hinkle</p> <ul style="list-style-type: none"> <li>• The insurance policy was for last year and is no longer needed.</li> </ul>	
<p>8. <a href="#">ICS Chili Society Cook-off Membership Bill – Mary Hinkle</a></p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p>9. Domino College – Karolyn Holmes</p> <ul style="list-style-type: none"> <li>• Karolyn suggested that a board member send an email to the PHIP Club Leaders Yahoo group list or send an email to the PHIP secretary when we have a charitable or community service activity so the club can be included in the Domino College Deans List.</li> <li>• Abby volunteered to take on this responsibility.</li> </ul>	
<p>10. Status Update on Chair Appointments – Abby Dunn</p> <ul style="list-style-type: none"> <li>• <b>Bond Chair</b> – Abby has a contact but needs more information about what the club will do for the school. Denise Barber is a resource for more information. Abby needs to ask the school for a wish list so the club can do a school drive in August or September. In the past, we collected board games as a Christmas charity. We raised \$80 they could use for a pizza party. We've also done a teacher appreciation week.</li> <li>• <b>Chili Cook-Off Chair</b> – Penny submitted an activity report from the chair for tags, points, and volunteer hours.</li> <li>• <b>Community Service/Environmental Cleanup Chair</b> – Ron volunteered to be the Community Service/Environmental Cleanup Chair.</li> <li>• <b>Elections Chair</b> – TBD</li> <li>• <b>Membership/Welcoming Committee Chair</b> – Penny Weimer. Glenn will provide board oversight.</li> <li>• <b>Newsletter Chair</b> – Karolyn volunteered to be the chair. Abby will provide board oversight.</li> <li>• <b>Parade Chair</b> – Glenn will ask Sherry Foster to chair the Springtime Tallahassee parade.</li> <li>• <b>ParrotHead Points/Name Tags Chair</b> – Abby Dunn</li> <li>• <b>Phrenzy Chair</b> - Penny Weimer. Glenn will provide board oversight.</li> <li>• <b>Publicity Chair</b> – Ron will ask Pam McDill to be the Publicity Chair.</li> <li>• <b>Relay for Life Chair</b> – Glenn will ask someone to be the Relay for Life Chair.</li> <li>• <b>Website Chair</b> - Ron Crolla</li> <li>• Board members need to be appointed to oversee the committee chairs, maintain communication with the board, and ensure events are completed.</li> <li>• Note: Board over sight was not appointed for committees where a board member serves as</li> </ul>	

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the chair.
11. Calendar of Events/Deadlines – Abby Dunn <ul style="list-style-type: none"> <li>The board reviewed the calendar and filled in Charity Sponsors and dates of upcoming events.</li> <li>Glenn will ask Gayle Brett and Ellen Forster if they're willing to chair the Parrot-Athlon.</li> </ul>
12. Jimmy Buffett Tickets – Glenn Barker
13. PHIP Club Leaders List – Ron Crolla? <ul style="list-style-type: none"> <li>Penny reached out PHiP about the Club Leaders List three times but didn't get a response.</li> <li>Ron reached out to Sue Kermis.</li> </ul>
14. Update Club By-Laws – Abby Dunn <ul style="list-style-type: none"> <li>Abby volunteered to fix typos and numbering mistakes.</li> <li>The board did not want to make substantive changes to the by-laws.</li> </ul>
15. Recommendation from Social Committee to move 3 <sup>rd</sup> Wednesday socials to the 3 <sup>rd</sup> Friday. – Karolyn Holmes <ul style="list-style-type: none"> <li>The board decided to keep socials on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays.</li> <li>The board decided to try Friday socials on a trial basis in May. We could call it the Friday Foray (or Phriday Phoray) and hold it on the second Friday of the month. The social chairs will ask Leslie Smith to help find venues.</li> </ul>
16. Portable Tiki Bars – Abby Dunn <ul style="list-style-type: none"> <li>Laura Arden contacted Abby about marketing portable Tiki bars to the ParrotHead community. Abby suggested that Laura donate a gift basket with marketing material to the Phrenzy.</li> <li>The board said if Laura was willing to donate a portable Tiki bar, we would raffle it off and give her half the money.</li> </ul>
17. Review Action Items
18. Other Discussion <ul style="list-style-type: none"> <li>Penny handed out updated instructions for sending emails to the TPHC Yahoo group.</li> <li>Penny also handed out a master musician list.</li> </ul>

Action Items:

	Date Assigned:	Action Items:	Assigned To:	Due Date:
1.	1/13/2016	IN PROGRESS - Contact Gretchen Everhart to see if they're interested establishing a relationship with the ParrotHeads.  3/9/2016: We can do a drive for school supplies in August or September. Other ideas were discussed at the 3/9/2016 board meeting.  2/20/2016: Abby has a contact at Gretchen Everhart but needs more information about what the club will do for the school.	Abby Dunn, Sherry Trickey	3/9/2016
2.	1/13/2016	COMPLETED - Make a recommendation to the	Karolyn Holmes	3/9/2016

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		board about a newsletter.		
3.	1/13/2016	<p>IN PROGRESS - Ask the following people if they're interested in chairing events:</p> <ul style="list-style-type: none"> <li>• <del>Sherry Foster – Springtime Tallahassee Parade</del></li> <li>• Denise Barber – Relay for Life</li> </ul> <p>3/9/2016: Glenn will find someone to volunteer to be the Relay for Life chair.</p> <p>1/25/2016: Denise is taking a break from chairing events this year.</p>	Glenn Barker	3/9/2016
4.	1/13/2016	<p>COMPLETED - Appoint board members to oversee the committee chairs to maintain communication with the board and over the completion of events.</p> <p>Note: The board appointments can be made after the Chili Cook-Off Chair, Community Service Chair, and Publicity Chairs are appointed.</p>	The Board	TBD
5.	1/13/2016	<p>COMPLETED - Make a recommendation to the board about whether the club will hold 50/50 raffles on 5<sup>th</sup> Wednesdays this year.</p> <p>3/9/2016: Penny recommended the club not hold 50/50 raffles on 5<sup>th</sup> Wednesdays.</p>	Membership/ Welcoming Committee	3/9/2016
6.	1/13/2016	See if there's a local office the club can coordinate to support National Proctology Month in October.	Angel Lluveras	3/9/2016
7.	1/13/2016	Insurance for club events?	Glenn Barker	TBD
8.	1/13/2016	CANCELLED - Confirm the date for Artigras.	Penny Weimer	1/31/2016
9.	3/9/2016	Ask Pam McDill if she's willing to serve as Publicity Chair.	Ron Crolla	5/11/2016
10.	3/9/2016	<p>Ask Gayle Brett or Ellen Forster if they're willing to serve as Parrot-Athlon Chair.</p> <p>Note: The Parrot-Athlon is typically held in April.</p>	Glenn Barker	TBD
11.	3/9/2016	Ask Rummy's about having a Friday Foray on the second Friday of the month.	Susan Crolla	5/11/2016
12.	3/9/2016	Ask Gordo's about having a Friday Foray on the second Friday of the month.	Glenn Barker	5/11/2016