

Tallahassee Parrot Head Club
Not So Board Meeting Minutes
Tuesday, March 21, 2017
6:30 pm. Milano Pizzeria

Not So Board Members in Attendance:

Ron Crolla, Captain
Hal Mardenborough, First Mate
Paula Lluveras, Purser
Jason Causseaux, Member at Large
Les MacDill, Member at Large

Club Members in Attendance:

Alyson Lluveras
Penny Weimer

Meeting Minutes

1. Before the BoD meeting began, Les MacDill tendered his resignation. The resignation letter was reviewed by Board members in attendance.
2. The meeting was called to order at 6:31 pm.
3. Miscellaneous
 - a.) The Captain reminded those in attendance that activity reports should be completed and submitted to the BoD so the information can be added to the semi-annual and annual PHIP reports.
 - b.) The Captain described the recent difficulty with the PayPal account (the account is still tied to the previous Purser). It was suggested that a new PayPal account be created for the current administration.
 - i. Complete: Purser Paula created a new PayPal account for TPHC.
 - c.) The Captain passed out Phrenzy sponsorship letters, encouraged all Board members to start talking it up with local businesses.
 - d.) Captain Ron suggested sending a survey to all Club members asking their opinion on the direction of the Club, suggestions for improvement, etc. First Mate Hal suggested sending out this type of survey at a later time, perhaps in May or June.
 - e.) Purser Paula suggested that the Club should sponsor Hal's event by contributing \$100. Hal said his firm will front the entry fee and the event will be promoted by using the firm's name and TPHC.
 - f.) Penny Weimer said she sent an email to the Downtown Getdown committee requesting a non-profit table for this fall's upcoming events (for TPHC); Penny said she will send the Board a sample of the email.
 - g.) Penny Weimer reiterated her suggestion that the Club create a 'welcome letter' for new members that contains instructions on sending announcements directly to the Club (instead of having a Board member forward or send on their behalf).

4. Financials - agenda item submitted by Captain Ron and Purser Paula
 - a.) The Purser provided financial reports that were reviewed by those in attendance.
 - b.) It was suggested to reduce the retention 'fee' collected by TPHC for administrative costs from 15% of net proceeds to 10% (not inclusive of 50/50 proceeds, which is 0%). A counter-proposal was mentioned for readjusting the retention amount to 12.5%, since there may be unknown future costs for repairing the TPHC float trailer, and other expenses. Because several voting Board members were not present, a vote on this proposal was tabled and will be added to the May BoD meeting.
 - c.) Purser Paula suggested creating one email account for all Board members to use for Club business, like approving SimpleLists group emails (currently all group emails go to the Captain's email address for review and approval). Purser also mentioned that adding four main board members as admins on SimpleLists has been confirmed as possible.
 - d.) Purser Paula made the following recommendations pertaining to event costs:
 - i. All committee chairs must send the current Board a cost estimate for their event *prior* to the event, and
 - ii. Event cost reimbursements must be approved by the BoD prior for monies spent by the chair related to the event. The request for reimbursement, once approved, must be submitted to the BoD in writing with the appropriate receipts intact, and
 - iii. The information contained in 4.d.i and ii should be included in the edition of the TPHC Bylaws (currently in revision).
5. Bylaws Committee - agenda item submitted by Captain Ron
 - a.) The Captain asked the Bylaws chair for a status update. First Mate Hal, Bylaws chair, said a meeting is scheduled April 8.
6. Storage Trailer and Float Trailer - agenda item submitted by Captain Ron
 - a.) Captain Ron discussed the need to prepare the float trailer for the winter parade, stated that Jason Forster has been contacted and is interested in giving an estimate to repair the trailer (the trailer has wood rot and requires mechanical repairs in order to make it safe for use).
 - b.) Captain Ron mentioned that the storage trailer has damage on the door and must be repaired suggested Jason Forster can give the Club an estimate at the same time he is looking into the float trailer.
 - c.) Captain Ron handed out an insurance 'umbrella' quote received from a local agent. This item will be added to the May agenda for consideration.
 - d.) First Mate Hal mentioned that both trailers, currently housed in the parking of his firm, must be moved by April 29 for an event.
 - e.) Member at large Jason Causseaux suggested he may be able to offer the Club a place to store the trailers.
7. Springtime Parade

- a.) Based updated information, it is apparent that TPHC will not be able to enter a float in this year's springtime parade. Captain Ron will send an email to the Club addressing this issue.
- 8. Upcoming TPHC Events - agenda item submitted by Captain Ron
 - a.) The following events were discussed:
 - i. Having the 5th Wednesday of the month on a Friday
 - ii. 1st Wednesday social in April
 - iii. Crolla house party
 - iv. Rendezvous
- 9. Next Board Meeting
 - a.) The next Board of Directors meeting is tentatively scheduled for May 11, 2017.
- 10. The meeting adjourned at 8:22pm.

Meeting Minutes submitted by Ron Crolla, Captain, Tallahassee ParrotHead Club