



**Tallahassee ParrotHead Club**

**Board of Directors Meeting**

**August 12<sup>th</sup>, 2024, | 6:30pm – 8:30pm | Pedro’s Cantina**

<b>Board Members</b>		
<b>PRESENT</b>		<b>NAME - POSITION</b>
	x	Eddie Gines, Captain
	x	Mary Grant, First Mate
	x	Susan Crolla, Purser
	x	Pam Ward, Scribe
	x	Bruce Graybeal, Member at Large
	x	Rich Sosna, Member at Large
	x	Toni Jackson, Member at Large
<b>Committee Chairs</b>		
	x	Penny Weimer – Social Chair
	x	Mary Grant – Membership Chair
<b>Additional Attendees</b>		
	x	Elaine Rhodes
	x	Donna Sanford
	x	Sean Singleton
	x	Dennis Jackson

**Board Meeting Agenda**

**I. Call to Order** -meeting called to order at 6:31pm

- Opening Remarks - Captain Eddie-Main focus for the Club is to keep it positive, have fun.
- Recap of First – Half 2024 TPHC Board Overview & Pending Matters – Pam Ward-review of first half of year-Roadrunner Chili Cookoff, SGI Chili, Rotary Cooler full of Booze (earned Club \$1500), Jimmy Buffet Concert at Challenger Center had to be cancelled.

**II. Transitional Protocols & Action Items**

- Approval of April 2024 Board Meeting Minutes – (Possibly Via Overview Above) - minutes were approved by previous board members. Will make sure posted to website.

- Centennial Bank – Checking and Savings Accounts – (New TPHC Board authorized signers are Eddie Gines, Susan Crolla, and Mary Grant, as of August 7<sup>th</sup>, 2024). -changes made, Susan to log in and reconcile accounts.
- TPHC Pay Pal Account -Susan to be in charge
- Credit Card Square -Susan to be in charge
- Go Daddy (Website host/ Website management) –Mary Misiolek to continue to manage. Eddie will get with her to gain access as backup.
- Facebook – Toni, Pam and Penny will be administrators. Toni to see if can make changes.
- LISTSERV -same as simplelists
- Simple Lists – (Review of procedure & Board Member assignment) - Mary Grant, Eddie and Pam will be administrators.
- Sunbiz.org – Susan in charge
- TPHC Gmail Account –Mary Grant will check to make sure that all board members are getting appropriate emails.
- PHIP Registration & Interim/Annual Reports – Interim report completed and submitted by Mary Grant. Membership list being kept up to date by Membership Chair.
- Island Jay (Now Rum Reef Apparel) – Island Jay has closed, but apparel and other items will be available through Rum Reef Apparel to ParrotHead Clubs in near future. We may or may not get monies owed from past purchases.
- Leadership Conference – Mary Grant attended. Important points: Be sure to vet charities-make sure 501C3, find out how much of donation goes to administration, etc.; find ways to avoid board fatigue; come up with ways to recognize volunteers, like pins for different events, etc.; more ways to acknowledge new members and ways to keep them engaged and interested.
- P.O. Box & keys –Eddie and Leanne have POBox keys. Leanne to continue to get mail and take to Susan.
- TPHC Trailer (Registration, Insurance, Keys, and Storage) – Pam and Michael have trailer at their house (if trailer is needed, or anything out of trailer, call to make arrangements to come get); Pam has trailer keys and will get more made and give extras to Eddie. Phrenzy items in trailer will be taken to storage by Penny at a later date.
- Storage Unit – (Contract, Insurance, Keys, Oversight) – Pam and Mary Grant have storage unit keys. Inventory will be done at a later date.

### III. Current Business

- Special Project Chairs – Phrenzy (Penny Weimer), Environmental Clean-up (Sam Lamb), Ramp Builds (Gary Gray), Tags (Todd Corbin), Todd has asked for someone to take over as Tags Chair. Penny and Sam will continue as Chairs as stated. Social Chair asks for the board to help at socials by saving tables, mingling, acknowledging and recognizing new members, respecting whoever is speaking and making announcements. Set a good example. Keep all comments and actions POSITIVE.
- The SOP (Standard Operating Procedures) – Need everyone to review the SOP & Bylaws All board members encouraged to review Bylaws and SOP and make recommendations of necessary changes. SOP changes require BOD approval and Bylaws require Club approval.
- 2024 Phrenzy Overview – Penny-went great. Alzheimer's Project did a lot of heavy lifting but Penny still stayed busy. Once all monies collected from sponsors (waiting on about \$4500) total should be approximately \$19000. Some aspects cost more than last year-Moon, marketing, ticket and bank fees. Online auction had some issues. But overall, we had great turnout, everyone seemed to have great time and the music was great. We are keeping the party going.
- A League of Our Own Senior Center Bowling Overview – Eddie & Pam-had great turnout, lots of fun. Awards night will be 8/15 at Capital Lanes.
- Upcoming Monthly Charities Overview – Charity Chair Blue Notebook-Penny has notebooks. Pam can make changes to documents if needed. Charities are set for remainder of the year. September-Big Dog Rescue-Sherri, October-JoAnna Francis Living Well-Chris Cowgil, November-FDLE/Capital Police-Toys for Tots-Scott and Megan Goodlin, December-Lee's Place Grief Counseling-Tawni Glover.
- Suggestions for other charities for next year: Loan Palm Foundation-(PHIP charity), has money available for ParrotHeads in need. Other suggestions-collect Hawaiian shirts to send to soldiers and possibly have them do video to send to club.

#### **IV. Club Finances**

- Overview TPHC financials – Susan. -As of date \$15,264 in assets-\$12,000 in checking and \$3200 in savings. Board voted to move money from checking to savings to maintain a balance with 2/3 in savings and 1/3 in checking. Reasoning is to earn more interest.
- Review Protocols regarding Expense Reimbursement, Check Requisition Forms, etcetera. – Susan-forms are available for members to get reimbursed for expenses or request check for their charity or special event.
- 2024 TPHC Bowling Team Monies – Pam-collected the \$320 needed to reimburse the Club with an additional \$45 to be donated to Senior Center. Texas Roadhouse night sponsored by TPHC earned \$377.

- FL Cares – TPHC Quarterly Contribution Commitment-will continue with quarterly donation of \$300 as well as help with builds as possible.

#### **V. Membership - Mary**

- Membership overview-currently have 138 members. Less than 25% attending social events.
- Plan for the next New Member Initiation Ceremony. Mary Grant will continue to compile points for Golden Flip Flop Reward. Need new stickers and other items for new member bags. Checking on prices. Considering purchasing items, such as Koozie's to be sold at socials. Checking on prices.
- The brochure have been updated with new board members.

#### **VI. New Topics**

- Eddie's Vision Moving TPHC Forward – Positive, energetic, vibes at gatherings, Reaching-out to Inactive Members, Resurrecting Past Events/Activities, Creating an attractive, light-hearted atmosphere at the socials.-Eddie-Come up with fun ideas for socials, hope all board members, and Club members, will help Eddie fulfill his vision
- Inspirational Quotes, National "Whatever Day" Toasts, TPHC Member Spotlight – Eddie-Toni will help with keeping us up on "Whatever Day" day it is.
- Past Events/Activities – Parrotathon, Pup-Crawl, Halloween Party, Pre-Christmas Holiday Party-discussed the need to have more fun events. Julius and Tawni have offered to host Pre/Post Christmas Party.
- New Events – Talk Like a Pirate Day (September 19<sup>th</sup>), Zombie Walk, Beach Volleyball.=will try to plan some event for Talk Like a Pirate Day
- TPHC brochures, stickers, hats, t-shirts, promotional item needs. -checking on prices, reaching out to Sherri about t-shirts.
- Bring Back 50/50 at Socials? -Mary-will poll the members their thoughts-the possibility of a compromise of 75/25 was discussed
- TPHC "Disaster Masters" Team – Rich-to form a "team" in the event of local disasters (tornados, hurricanes, storms, etc) to help neighborhoods, club members, whoever needs with taking down trees, cleaning up debris, offering time, not funds.
- 2025 TPHC Board Election Plan-Need to find a Election Committee Chair by September 1. Eddie will reach out to Kenda.
- Initiation of 2025 Monthly Charity Sign-ups-will be discussed at the next BOD meeting sending out signup sheet for 2025 Monthly Charities.
- Winterfest Parade-Club is interested in participating. Julius has access to the same trailer used for Springtime Parade.

#### **VII. Upcoming Events**

- Bowling Awards Night – Thursday August 15<sup>th</sup> @ 6PM Pam to post on FB
- 3<sup>rd</sup> Wednesday Social @ Corner Pocket – August 21<sup>st</sup>, Charity is James Coleman Gives Back
- Alzheimer's Association Walk to End Alzheimer's Saturday November 16<sup>th</sup>, 2024-Mary Grant is putting together a team

**VIII. Open Forum:** Next FL Cares Ramp Build will be August 31.

**IX. Action Items: Quick Recap:**

THPC PayPal Account-Susan will overview with Mary Misiolek  
GoDaddy (THPC website)-Eddie will touch base with Mary Misiolek to confirm wiliness to maintain.  
Facebook-Pam, Toni and Penny will administer, Beth to be removed.  
Set Questions for Facebook-Toni will set questions to be answered before admitted to page.  
Simplelists-Mary Grant to work with Penny on Founders/Lifetime Members to make sure on list, Pam, Mary and Eddie are administrators (Eddie needs to complete process).  
Phrenzy Ticket Issue-Grant Gephardt Refund-Susan to follow-up.  
TPHC G-mail Account-Eddie to review access process with Ron.  
Meeting of the Minds-Send invite/reminder out to members-not specially assigned.  
New Member Bags-Mary Grant will follow-up on ordering stickers/koozies, Penny/Mary will work with Tawni on Brochures/Business Cards.  
“Whatever Day” Toasts-Eddie will follow-up with Laura Corbin.  
Member Spotlight-Rich will initiate a plan.  
Talk Like a Pirate Day-Eddie will set up plan, work to promote (September 19<sup>th</sup>)  
T-shirts/Hats-Eddie will review with Sherri.  
Initiate “Text a Friend for Socials”-Everybody  
Ramp Build-8/31/24-Eddie will get with Gary to promote.  
1<sup>st</sup> Wednesday Social in September-Joke Contest-Eddie will promote.  
Inspirational Quotes via Facebook-Dodi/Toni will complete-Eddie will coordinate initiation of process.  
The “Disaster Masters” Team-Rich will organize and recruit.  
Next Board Meeting-Sept. 24, need suggestions for locations.

**X. Next Board Meeting: November 2024 - Date, Time, and Place TBA** Will need meeting in September-the 24<sup>th</sup>. Location to be decided.

**XI. Adjournment** – meeting adjourned at 8:53.

Note: No TPHC funds used in relation to this Board of Directors meeting.

Addendum: It was voted via text to donate \$500.00 of the money received from Rotary Club to Jimmy’s charity Singing for Change.