



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.
Board of Directors Meeting, February 22, 2018
MINUTES

Board Members Present

Paul Entrekin, Michael Swinehart, Jim Murphy, Pete Frano, Butch Hansen, David Glassman, Jim Durr, Andy Caputi, Peter McKanna, Nancy Bullock-Prevot, Stacy Pruitt, and Richard Penrose.

Board Members Absent

Lisa Rawson, Bill Weeks (City Representative) and Ed Holt (legal advisor).

Guest(s) Present

Bob Rivera, Jack Brown, and Warren Palmer (Volunteer Coordinator).

(Motions and actions taken are listed in red)

Call to Order and Welcome: President Entrekin called the meeting to order at 3:35 p.m. and asked those present to observe a moment of silence for troops recently Killed in Action. The Pledge of Allegiance followed the moment of silence.

President Entrekin recognized the visitors. Jack Brown who made some nice comments about the board and the Park. Warren Palmer reported that everything was set for the 3rd Battalion 27th Marines reunion scheduled for February 23. He also reported that the Veterans Memorial Park is now listed as a volunteer opportunity in the Retiree Seniors Volunteer Program (RSVP) guidance.

Minutes: The minutes of the February 8, 2018 board meeting were presented for approval. **Motion by Michael Swinehart. Second by Jim Durr. The motion carried.** Several board members commented that they had not received the minutes via email; Jim Murphy said he would resend them.

Treasure's Report: Pete Frano reported on the following:

- The current balance in the main account (PenAir) is \$44,966. There is approximately \$2,000 in the new Bank of Pensacola accounts; one account is for operating funds and one is for fundraising receipts.
- Purchased a Galaxy tablet for \$199.00 for use with the Square reader.

President's Report: President Entrekin reported on the following:

- There is nothing new to report regarding security.
- Distributed a hardcopy of the Foundation annual report and will send an electronic copy to the Secretary.
- The Rose Society has volunteered to trim the rose bushes and may have already done so by this meeting.

Committee Reports

Operations Officer: Pete McKanna reported on the following:

- Displayed a completed brick engraved for the 3rd Battalion 27th Marines reunion. The brick will also be for sale during the reunion.
- Brochures for the Walk of Honor brick sales program are being printed by Speedy Printing. The order was for 5,000 brochures with a March 1 delivery date.
- The week of February 26 the Purple Heart Memorial will be refinished and the Global War on Terror plaque will be installed. Paint is needed to repair damage to the concrete around the Memorial.
- The GWOT Memorial will be installed in mid-March and Smith Electric will light it as soon as possible.
- There is a volunteer event scheduled for March 3 from 8:00am-1:00pm. The project will include landscaping. A smaller follow-up event will take place two weeks before Memorial Day.
- He is awaiting a proposal from the landscaper for sod replacement.
- During the week of February 26, mulch will be installed above The Wall South and in the elevated planter near the Park entrance.
- A new blower and other yard tools are needed before the March 3 volunteer event. Pete will again distribute the list of needed equipment.



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- All lights in the Park are currently operational.
- The kiosk is currently inoperable and DigiPro is addressing the issue. Later in the meeting, Dave Glassman confirmed that the kiosk and WiFi were back in operation.
- Richard Penrose commented that he was developing a spreadsheet to track Walk of Honor brick orders.

Military Liaison: Stacy Pruitt reported on the following:

- About 20 volunteers are scheduled for the March 3 event.
- He spoke with the Naval Aviation Museum regarding the options discussed at the last meeting for repainting the Cobra. He will meet with the aviation schoolhouse onboard the Air Station regarding a possible corrosion control project. President Entekin mentioned that a report to the Naval Aviation Museum is due in April, including responses to issues discovered during last year's inspection.
- He is making arrangements for a bugler, Color Guard, and Honor Guard for the Memorial Day ceremony. Jim Murphy reiterated the importance of a joint color guard to honor all service's fallen.

Technology: Dave Glassman reported on the following:

- DigiPro is putting brochures for both brick sales project on the Park website with capability for credit card payment. Adding an order form to these brochures will take 4 to 6 hours of labor, at the rate charged to non-profits. This effort is above and beyond the normal monthly maintenance agreement which is already provided free of charge to the Foundation. **Butch Hansen made a motion to fund creation of a fully dynamic order form with 4 to 6 hours labor. Second by Andy Caputi. The motion carried. Dave Glassman abstained.**
- Nancy Bullock-Prevot mentioned that Google Voice may be an option for a unique telephone number for the brick projects and will investigate it further.
- Based on a comment from Jack Brown, Dave will ensure donors are automatically sent receipts.

Finance and Marketing: A chairperson is still needed for this committee.

Merchandise: Peter McKanna presented some coffee cups as potential fundraisers. Bob Rivera discussed the possibility of shirts and water bottles as other fundraisers.

Public Affairs: Lisa Rawson was not present.

City: Bill Weeks was not present.

Legal: Ed holt was not present.

Business from the floor: The Governor declined out invitation to be the guest speaker for Memorial Day. Andy Caputi said he would contact the Blue Angels' Boss to check his availability.

Adjournment:

The meeting adjourned at 4:48 p.m. The next meeting is scheduled for Thursday, March 8, at 3:30PM.

Submitted by:
James M. Murphy