



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.
Board of Directors Meeting, February 8, 2018
MINUTES

Board Members Present

Paul Entrekin, Jim Murphy, Pete Frano, Butch Hansen, Lisa Rawson, David Glassman, Jim Durr, Andy Caputi, Peter McKanna, Nancy Bullock-Prevot, and Bill Weeks (City Representative).

Board Members Absent

Michael Swinehart, Stacy Pruitt, Richard Penrose, and Ed Holt (legal advisor).

Guest(s) Present

Bob Rivera 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 3:30 p.m. and asked those present to observe a moment of silence for our fallen comrades we honor in the Park. The Pledge of Allegiance followed the moment of silence.

Minutes: The minutes of the January 25, 2018 board meeting were presented for approval. **Motion by Jim Durr to approve minutes as presented. Second by Butch Hansen. The motion carried.**

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

- The current balance in the checking account is \$45,428.
- 2017 income was \$58,000 and expenses were approximately \$44,000. Net income was \$13,560.
- Purchased a Square reader for merchandise sales and donations at events. **Pete Frano made a motion to purchase an iPad Mini for approximately \$150.00 for use with the Square. Second by Nancy Bullock-Prevot. The motion carried.**

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

- Signal 88 continues to submit daily reports. The only issue they have reported are some lights out on the Wall South.
- Randy New reported that the GWOT Memorial on schedule and will be installed sometime from late-February to mid-March.
- Distributed copies of Sunshine Law training materials to board members who needed them.
- Reported that City Administrator Eric Olson responded to Butch Hansen's letter about the Walk of Honor brick project. The City is supportive of the plans.
- Asked Butch Hansen for an update on the restroom project. Butch reported that the funding will be included in the Parks and Recreation 2018 budget request but the department continues to look for current year funds. Butch also reported the City is trying to identify funds for a resodding project.
- Discussed potential guest speakers for the Memorial Day ceremony. Jim Murphy will invite Governor Scott.

Committee Reports

Operations Officer: Pete McKanna reported on the following:

- The trenching for GWOT electric was completed on February 2. The conduit was installed the same day and the next day volunteers filled the trench and replaced sod where possible. The volunteers also conducted extensive landscaping work. Another volunteer landscaping / clean-up project is scheduled for March 3.
- Continues to work on plans for a potential sod project, including looking for local vendors or donors that may support the project.
- Discussed the possibility of removing the two large pines trees at the entrance to the Park which will block the view of the GWOT Memorial. It's possible the trees may be able to be removed live for transplant and provided to a landscaping vendor or interested party for a donation. In place of the trees, Jim Murphy recommended placing two small displays, similar to the new Wall South plaque, to welcome visitors and give some Park history.



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- The concrete near the Purple Heart monument are scuffed from skateboarders who are also sliding on the handrail new the World War I Memorial.
- Led a discussion of the Walk of Honor brochures. Some minor corrections and changes will be made and then the brochures will be sent for printing.

Military Liaison: Stacy Pruitt was not present. Bob Rivera reported on the following on his behalf:

- Met with the museum legal officer regarding painting the Cobra. The museum no longer has painters on staff and contracts all the work. Bob offered three options for painting the aircraft:
 - Have students from NAS Pensacola conducted corrosion control before contracted painting.
 - Contract all painting tasks with one of the museum's vendors.
 - Contact another local vendor that may be able to complete the work.
- There was consensus that the best option is to paint the aircraft in place unless a freshly painted replacement (Huey) was available to be mounted when the Cobra is taken down.

Technology: Dave Glassman reported on the following:

- Brochures for both the Walk of Honor and the Marine Aviation Memorial Bell Tower projects are being finalized. Once completed, webpages for both will be created.
- The kiosk was reported to be down recently leading Butch Hansen to receive calls. Butch also reported that many Park visitors continue to ask if names on the Wall South can be searched online. Dave Glassman estimates the work would cost approximately \$2,000, taking 20-25 hours of effort by DigiPro. **Butch Hansen made a motion to add this feature to the website through a contract with DigiPro. Second by Lisa Rawson. The motion carried. Dave Glassman abstained.**
- Will verify the Park's Master Service Agreement with the DigiPro to ensure understanding of the services provided.
- AHERO magazine will be published on March 15 which will include a spread on the Park. The current plan is to publish the magazine twice annually.

Finance and Marketing: Chairperson needed for this committee. President Entrekin led a discussion on this topic.

Public Affairs: Lisa Rawson reported on the following:

- Asked the board members to think about a topic for the Memorial Day essay contest.
- Asked that the trophies remaining from last year's essay contest for engraved with 2018 for use this year.

City: Bill Weeks reported that he has asked the Parks and Recreation director to have garbage bags placed in the bins at the Park.

Legal: Ed holt was not present.

Business from the floor: Andy Caputi asked the status of credit card purchases and the Square account. President Entrekin reported that Pete Frano was handling those issues but did not have an updated status. President Entrekin will ask Pete to have an update at that next meeting.

Adjournment:

The meeting adjourned at 5:04 p.m. The next meeting is scheduled for Thursday, February 22, at 3:30PM.

Submitted by:
James M. Murphy