



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.
Board of Directors Meeting, January 25, 2018
MINUTES

Board Members Present

Paul Entrekin, Michael Swinehart, Jim Murphy, David Glassman, Jim Durr, Andy Caputi, Peter McKanna, Richard Penrose, and Ed Holt (legal advisor),

Board Members Absent

Pete Frano, Butch Hansen, Lisa Rawson, Stacy Pruitt, Nancy Bullock-Prevot, and Bill Weeks (City Representative).

Guest(s) Present

Bill Hoff, Roberto Rivera, and SFC 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 and those still serving and sacrificing. The Pledge of Allegiance followed the moment of silence.

President Entrekin welcomed the visitors and Michael Swinehart introduced Bill Hoff who provided a background of his career in the Marine Corps which included serving three presidents as a pilot of Marine One.

Minutes: The minutes of the January 11, 2018 board meeting were presented for approval. **Motion by Michael Swinehart to approve minutes as presented. Second by Peter McKanna. The motion carried.** Jim reported receiving a check for \$500.00 for the sponsorship of the POW/MIA tile in front of the Wall South.

Treasure's Report: Pete Frano was not present by President Entrekin reported on the following:

- The current balance in the checking account is \$45,764.97.
- Online donations since the last meeting totaled \$150.00.
- Pete Frano has opened a general account and a fundraising account at the Bank of Pensacola.
- A total of \$10,000.00 has been collected (not counting the \$500.00 reported by the Secretary) through the tile project.

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

- Asked for an update on the Walk of Honor (who) brick fundraising project. Peter McKanna distributed a draft program description listing Richard Penrose as the project chair. A discussion on the need for a single chairperson, to avoid Sunshine Law restrictions, was discussed. Richard and Nancy Bullock-Prevot had volunteered to co-chair the project during the last meeting, but following the advice of Ed Holt, a single chairperson is the safest approach. Following a discussion of options for managing brick sales, **Andy Caputi made a motion to use the VMPF website for the who fundraiser pending any additional information from Bricks R Us which would require reconsideration and use of a Bricks R Us webpage. Second by Richard Penrose. The motion carried.**

Committee Reports

Operations Officer: Pete McKanna reported on the following:

- There are several portions of the Park with dead grass, particularly west of the Wall South and east of the World War II Memorial. The City intended to fund sod installation but funds are not available. Pete is seeking a cost estimate from the lawn maintenance contractor for less expensive options like aeration and seeding.
- There are some lights out on the Wall South. Replacement parts are on the way and will be installed when they arrive.
- Installation of the Global War on Terror Memorial is scheduled for the end of February or early-March. Trenching for the electric conduit will take place Friday, February 02, and the conduit will be installed Saturday, February 03.



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

- About 12 volunteers have been secured for the conduit project beginning at 0800 on February 03.
- Roberto Rivera will contact the National Naval Aviation Museum to inquire about painting the Cobra. There was a short discussion about potentially replacing the Cobra with a Huey or fixed wing aircraft if the Cobra has to be removed from the Park for painting.

Technology: Dave Glassman reported on the following:

- DigiPro is working on a web presence for the two bricks project; the who and the Marine Aviation Bell Tower Memorial.
- The estimated cost to add a Wall South search function to the website is about \$2,000.00 but could be substantially higher because the company that programmed the kiosk no longer supports the program used. The software development work to add this function to the website could be 15-25 manhours.
- There was a brief discussion of the cost to develop a mobile app for the Park. Dave will look into this. Although expected to be expensive, this is a potential project for an Impact 100 grant.

Finance and Marketing: No report was given.

Public Affairs: Lisa Rawson was not present.

City: Bill Weeks was not present.

Legal: Ed holt reported on the following:

- Provided a brief overview of the Sunshine Law with emphasis that any item which may come before the Board for a vote, particularly if it would lead to dollars being spent, cannot be discussed except during a public meeting.
- He will send additional Sunshine Law information to the board Members. He reminded all the Board members that if they any questions or need advice, he remains available.

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 4:48 p.m. The next meeting is scheduled for Thursday, February 8, at 3:30PM. President Entrekin reminded all members that the meetings are scheduled for the second and fourth Thursday of each month.

Submitted by:
James M. Murphy