



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.
Board of Directors Meeting, January 24, 2019
MINUTES

Board Members Present

Paul Entrekin, Andy Caputi, Pete Frano, Peter McKanna, Jim Murphy.

Board Members Absent

None. This was an Executive Committee meeting so other members were not required to attend, but several did.

Guest(s) Present

Councilwoman Ann Hill (City of Pensacola); 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 we represent in the Park. The Pledge of Allegiance followed the moment of silence.

Secretary's Report: Jim Murphy presented Minutes from the last two meetings, December 10, 2018 and January 10, 2019. **Motion by Jim Durr to accept the Minutes as presented. Second by Andy Caputi. The motion carried.** Jim reminded the Board members present that he still needs biographies and photographs from several members for use on the Foundation website.

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

- The current total balance, with earmarks, is \$60,176.17.
- The deposit check for the Gulf War Memorial statues, in the sum of \$20,000.00, has been cashed.
- A payment in the amount of \$6,228, half the cost of the service flags project, was a major recent transaction.

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

- He and Butch Hansen recently met City Administrator Vernon Stewart regarding what constitutes a decision from the City, under our lease, for the purposes of Park additions and improvements. An answer is expected on January 25.
- The next meeting, a full membership meeting, will fall on Valentine's Day. It was the consensus of the Board member present to go ahead with the meeting as planned.

Committee Reports

Operations Officer: Pete McKanna reported on the following:

- The Wall South lights will be replaced on or before February 15. This is the final portion of the Impact 100 grant lighting project. The marker recognizing the Impact 100 grant has already been installed near the kiosk entrance to the Park.
- Modifications to the wall around the Korean War Memorial were completed earlier in the day. Jim Durr and Pete Frano will be powerwashing the Memorial. Remaining work includes reinstalling some irrigation, replacing the sod near the wall, and painting the interior wall and seating area.

Walk of Honor: Butch Hansen reported on the following:

- The locator grid has been designed in Excel and will be given to DigiPro for consideration to make it accessible online and at the kiosk. The grid now has brick sections starting every 20 rows and these section will be identified with a brick.
- His wife Lee Hansen has designed an updated Essay Contest and participation will be offered to every school in Escambia and Santa Rosa Counties.
- He was recently asked to participate in a group seeking to have the new three mile bridge renamed in honor of General Chappie James.



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Vice President: Andy Caputi reported on the following:

- He has sold approximately half of the old public address system so far for a total of \$350.00. He is holding those funds temporarily as he offered to refund the buyer's money if the equipment does not work properly. The funds will be transferred to the Treasurer after the buyer's short trial use period.
- He completed an inventory of Foundation-owner equipment and will distribute it by email and hardcopy for Nancy Bullock-Prevot to be combined with her recent inventory of retail items.
- He recently spoke with Jill Hubbs about the marketing plan. He discussed the need to provide Jill a marketing budget instead of requiring individual discussion, motions, and votes for each advertising project. During discussion, it was discovered that total marketing costs in 2018 were \$1,300.00. **Motion by Pete McKanna to provide Jill Hubbs a \$3,000.00 marketing budget. Second by Dave Glassman. The motion carried.**
- Reporting requirements to Impact 100 are up-to-date. The next quarterly report should be the final report as the project is expected to be completed by then.

Technology: Dave Glassman reported on the following:

- He, through DigiPro, is addressing a coding issue which is impacting receipt of online brick orders.
- Having a search function for bricks will require a meeting with DigiPro representatives to ensure the desire and outcome are properly understood.
- The date for the Marine Aviation Memorial Bell Tower event, currently scheduled for May 17, 2019, may change due to another large, official Marine Corps event in San Diego scheduled during the same week.

Military Liaison: Stacy Pruitt was not present; Bob Rivera reported on the following:

- He and Stacy Pruitt are maintaining relationships with commanding officers and senior enlisted leaders on Naval Air Station Pensacola. He only needs a couple days' notice to get volunteers who are continuously looking for volunteers opportunities in the community. Josh Spinner continues to volunteers his time with some notice for scheduling purposes.

Events Coordinator: Jim Durr had nothing to add to the events reported during the last meeting.

Fundraising: Stan Barnard reported on the following:

- The contractor working on the Korean War Memorial wall gave the Foundation a steep discount on their services. Stan recommends we recognize this discount (donation-in-kind).

Business from the floor:

- Butch Hansen discussed the marble that was recently donated by the Pembertons. There are three pieces than can be etched. The notional idea is to use these pieces at the front entrance to the Park where the two pine trees were removed.

Adjournment:

The meeting adjourned at 5:05p.m. The next meeting is scheduled for Thursday, February 14, at 3:30p.m.

Submitted by:

James M. Murphy