



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.  
Board of Directors Meeting, April 25, 2019  
MINUTES

**Board Members Present**

Paul Entrekin, Andy Caputi, Pete Frano, Peter McKanna, Jim Murphy, Stan Barnard, Dave Glassman, Stacy Pruitt, Butch Hansen (Ex-Officio), and Ed Holt (Legal Advisor).

**Board Members Absent**

Jill Hubbs, Nancy Bullock-Prevot, and Hosea Goodwyn (City Representative).

**Guest(s) Present**

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 those represented in the Park including three Marines who were recently lost. The Pledge of Allegiance followed the moment of silence.

**Secretary's Report:** Jim Murphy reported on the following:

- Presented Minutes from the April 11 meeting. **Motion by Andy Caputi to accept the Minutes. Second by Stacy Pruitt. The motion carried.**
- One Conflict of Interest form remains outstanding and will be collected to satisfy a State requirement.

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

- The current balance is \$78,370.23.
- Recent payments included the balance due to Glymco for the work on the Korean War Memorial and \$4,541.00 to Bill Cody for work on the Marine Aviation Memorial Bell Tower (MAMBT) tiles.
- The 2018 tax return is not yet completed but will be done before the May 15 deadline for non-profits.

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

- Recognized Ed Holt who gave presentation on the proposed funding agreement and draft legal documents. Under this proposal, Stan Barnard would loan the Foundation up to \$60,000 at a time for needed improvements, initially on the World War II Memorial (approximately \$42,000) and lighting in the Korean War Memorial (approximately \$19,000). The loan would be repaid over five years with 75% of all fundraising, except grants, servicing the loan. Stan will prepare a last will and testament forgiving the loan should he become deceased before the balance is repaid. A long discussion followed Ed's presentation. Ed recommends each Board member review the document before voting on it. Pete Frano stated that of the total Foundation funds, a balance of approximately \$30,000 is not earmarked for an existing project.
- President Entrekin thanked Ed Holt for his work on the funding proposal and previous pro bono efforts for the Foundation. He asked Ed to estimate the total value of this work. Ed estimated his pro bono work totaled approximately \$31,000 using his normal hourly rate over the last five to six years.
- Stacy Pruitt is handling arrangements for the military detail for Memorial Day. A detail is not yet confirmed but Stacy in confident official approval will come soon. Butch Hansen has confirmed the Pensacola Opera for the event. Butch discussed on potential prizes, including gift cards for winning essays and trophies or medallions for honorable mention. **Motion by Paul Entrekin to fund \$50.00 gift cards for nine grade level winners, \$450.00. Second by Pete McKanna. The motion carried.**

**Vice President:** Andy Caputi reported on the following:

- The Park looks excellent and it appears removing the Wi-Fi has changed who is in the Park and the parking lot.
- **Motion by Andy Caputi to reimburse Dave Glassman \$850.00 for the purchase of Foundation challenge coins. Second by Stan Barnard. The motion carried.**
- Believes that each board member should have an allotment of five challenge coins at a cost of \$5.00 each. There was continuing discussion of the donation level for challenge coins for others. **Motion by Andy Caputi to allot each Board member five challenge coins at \$5.00 each and set the donation price for others at \$10.00 each. Second my Pete McKanna. The motion carried.**
- Believes the cobble stone looking brick path approaching the Wall South 25<sup>th</sup> Anniversary plaque should be redone to improve the appearance. There was discussion of using this area for a special promotion for Walk of Honor bricks.



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**Operations Officer:** Pete McKanna reported on the following:

- The Cobra project is almost finished after work the past two weekends, one for preparation and one for painting. The only outstanding work is painting of the rotor blades and painting letting which will be completed after the appropriate stencils are made by the National Museum of Naval Aviation.
- A clean-up event is scheduled for Saturday, April 27. The work will include reapplication of the red paint that was recently applied but which had some bleed through. Another coat of blue will be applied in the Korean War Memorial including grit to ensure the surface is not slippery. The remaining work is landscaping.
- Installation of lights on the Wall South will occur on April 29. The new flagpole lights will be delivered the same week.
- The recent Junior League of Pensacola event went well.
- Believes that we need to set some kind of guidelines for recognizing donors and mentioned the value of recent donations in kind, specifically no-cost rental of two manlifts for the Cobra project. He will bring recommendations to the next Board meeting.

#### Committee Reports

**Walk of Honor:** Butch Hansen reported on the following:

- About five more rows of bricks will be installed on April 27. He will submit next week the last brick order before Memorial Day. He currently has orders for 14 small and six large bricks.
- There have been 304 bricks sponsored to date with gross revenue of about \$47,000.
- There is a shopping cart issue on the website. DigiPro Support has a trouble ticket and is addressing the issue.

**Technology:** Dave Glassman reported on the following:

- The May 17 event at the MAMBT will start at 6:00pm and last for one hour to one hour and fifteen minutes. BGen Jim Adams will be the keynote speaker.
- Distributed copies of the most recent AHERO magazine and drew Board members' attention to the "Coincidence of Seven" story.
- Provided a preview of the potential marketing video prepared by Lensea. He will send the complete proposal by email but the video can be produced at a 70% discount if we agree to three months of advertising totaling \$3000.00 (all money going to ad buys), and a total cost of \$4,800.00.

**Military Liaison:** Stacy Pruitt had nothing further to report.

**City Representative:** Hosea Goodwyn was not present.

**Events Coordinator:** This position is now vacant.

**Merchandise:** Nancy Bullock-Prevot was not present.

**Marketing:** Jill Hubbs was not present.

**Fundraising:** Stan Barnard reported on the following:

- He continues to finalize arrangements for the Persian Gulf War Memorial dedication including a dinner on Saturday, May 25 at Skopelos.
- Distributed the proposed contract, funding agreement, and promissory note.

**Business from the floor:**

- Warren Palmer reminded everyone of the Wingman Foundation

**Adjournment:**

The meeting adjourned at 5:38p.m. The next meeting is scheduled for Thursday, May 9, at 3:30p.m.

Submitted by:

James M. Murphy