



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.  
Board of Directors Meeting, December 13, 2018  
MINUTES

**Board Members Present**

Paul Entrekin, Andy Caputi, Pete Frano, Peter McKanna, Jim Murphy, Nancy Bullock-Prevot, David Glassman, Jim Durr, Stacy Pruitt, Jill Hubbs, Butch Hansen (Immediate Past President), and Vernon Stewart (City Representative).

**Board Members Absent**

Ed Holt (Legal Representative).

**Guest(s) Present**

Katherine Ford and Jessica Edwards (Junior League of Pensacola); Stan Barnard; and Lisa Rawson.

(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, in particular the seven Marine lost in the recent C-130/F-18 mishap and President George W. Bush. The Pledge of Allegiance followed the moment of silence.

Katherine Ford from the Junior League updated the Board on plans for the proposed dinner event in the Park. After a lengthy discussion, **the motion previously tabled to approve the event for April 13, 2019 was passed.**

President Entrekin recognized Lisa Rawson for her years of service on the Board and presented her a framed print of the Park.

**Secretary's Report:** Jim Murphy presented Minutes from two previous meetings, November 8, 2018 and October 11, 2018. **Motion by Jim Durr to approve the Minutes as presented. Second by Pete McKanna. The motion carried.**

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

- The current Foundation balance in the Bank of Pensacola is \$77,577.56.
- He was reconciled all closed accounts from Pen Air and is addressing discrepancies between bank statements and Quick Books. A balance of \$1,280.46 remains in Pen Air until all transactions are completed and accounted for. Including these funds, total funds are \$78.858.
- **Motion by Stacy Pruitt to accept the Treasure's Report as submitted. Second by Pete McKanna. The motion carried.**

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

- The Snowball Expressed flag raising on December 5, 2018 went well and he thanked participants.
- With Andy Caputi, he met with representatives from Impact 100 and received the green light to proceed with the light installation.
- There have been no incidents reported by Signal 88.
- Due to the holidays, there will be no meeting held on December 27, 2018. The next meeting will be held in January.
- There are currently two vacant seats on the Board and three applicants and believes there is no requirement to fill all vacant seats and recommended delaying a vote until January. There was a consensus among the Board to delay the vote until the next meeting.

**Committee Reports**

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

- Everything is set for Saturday Christmas Tree Lighting.
- Smith Electric has started installation of the lights funded by the Impact 100 grant. Completion is expected before Christmas.
- Butch Hansen recommended Mayor Robinson be given a tour of the Park to include our vision and background information on the Park.



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- All orders have been reconciled by Butch and his wife, Lee. A total of 245 bricks have been installed or received (pending installation); 183 small bricks and 62 large.
- After reconciliation, five brick orders were not completed with no record of the desired inscription. Another nine bricks need correction and should have been received in the recent order.
- He has compiled a list of all bricks and the donors who sponsored them and will produce a grid of where each is installed.

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

- Andy believes there are many citizens parking at the Park simply to access the free Wi-Fi. He remains curious if there is any benefit to providing that service and recommended disabling the Wi-Fi for one month and gauge citizen feedback. Dave Glassman said that we would need more analysis to determine the impact and if taking this access away would be a serious concern.
- In consultation with former VP Michael Swinehart, he recommends the Foundation fund and install a Walk of Honor brick in honor and memorial to President George W. Bush. He recommends press engagement. The brick cost to the Foundation is \$29.00. **Motion by Andy Caputi to install a brick in Honor of President Bush. Second by Stacy Pruitt. The motion carried unanimously.**

**Past President:** Butch Hansen had nothing further to report.

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

- The ceremony to place memorial bricks at the Marine Aviation Memorial Bell Tower is scheduled for May 17, 2018. The event will honor all 101 Marine aviation fatalities since September 11, 2001. All costs for the event will be funded by the Wingman Foundation.

**Military Liaison:** Stacy Pruitt reported on the following:

- Toys for Tots collection is confirmed for the Christmas Tree lighting event. A color guard is tentatively scheduled and coordination continues.

**Marketing/Public Affairs:** Jill Hubbs reported on the following:

- Provided a summary of her recent trip to Vietnam, including the military ID card of Air Force Captain Chamless M. Chestnutt which she accepted from a Vietnamese citizen and will present to the servicemember's family. This presentation, if possible, will be made at the Wall South.

**Merchandise:** Nancy Bullock-Prevot had to depart before she had an opportunity to give her report.

**Event Coordinator:** Jill Durr reported on the following:

- Reviewed a few upcoming events. Butch Hansen mentioned that he had an Event Review Process in his archives file and will send it to Jim Durr. Vice President Caputi recommended a review of this document to ensure it fulfills our needs.

**City:** Vernon Stewart reported on the following:

- Verified with Jill Hubbs that everything with Lamar is set up for use of the City billboard.
- Confirmed that Mayor Robinson is lined up to be the Speaker at the Christmas Tree Lighting.

**Legal:** Ed Holt was not present.

**Business from the floor:** President Entekin reminded everyone of the expectation that Board members will contribute a minimum of \$1,000.00 annual to the Foundation.



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**Adjournment:**

The meeting adjourned at 6:07p.m. The next meeting is scheduled for Thursday, January 10, at 3:30p.m.

Submitted by:

James M. Murphy