



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.
Board of Directors Meeting, November 29, 2018
MINUTES

Board Members Present

Paul Entrekin, Andy Caputi, Pete Frano, Peter McKanna, Jim Murphy (by telephone), Butch Hansen.

Board Members Absent

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

Guest(s) Present

Councilwoman Ann Hill (City of Pensacola).

(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: No minutes were presented because Mr. Murphy attended the meeting by teleconference due to work-related travel. Minutes from the November 9 and this meeting will be presented at the next meeting.

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

- The current balance in the Bank of Pensacola checking account is \$31,812.09. The current balance in the PenAir checking account is \$8,886.55.
- Total Walk of Honor brick sales have been approximately \$35,000 with expenses of \$4,484.50. Net funds raised from the project total nearly \$31,000 to date. A later discussion about Walk of Honor accounting highlighted the need to report funds from this effort separately as these funds have been designated for existing Park maintenance projects. This discussion included a statement by Peter McKanna for a desire to simply overall accounting in a single account (Bank of Pensacola). Pete Frano has been paying recurring bills out of PenAir with the intent to close the account when remaining funds have been exhausted. He stated that he will instead transfer all PenAir funds into the Bank of Pensacola checking account and will ensure automatic payments are adjusted accordingly.
- Additional funds in Bank of Pensacola accounts include \$23,805 earmarked for the Gulf War Memorial and \$15,000 from the Wingman Foundation.
- Storage King and Signal 88 remain the largest recurring bills. Other smaller bills recently paid were detailed.

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

- There have been no reports from Signal 88 about problems in the Park.
- Board applicants were discussed but the need for current Board members to be more involved, and to consider their available time when involved in multiple foundations, needs to be considered.
- Nancy Bullcok-Prevot has tentatively agreed to take over the essay contest management. Jim Murphy discussed his plans to shift the contest toward Junior ROTC students. Butch Hansen mentioned some of the roadblocks encountered when that was attempted previously. Butch will provide Jim with points of contact to try again. Peter McKanna mentioned possibly having video essays instead of written essays; this was done for the Vietnam Veterans Memorial with "tremendous results."
- Discussed the need and desire for a second December meeting which would occur on December 27. The consensus was to not hold that meeting due to the holidays. The December 13 meeting will be the last of the year. Following that, the next meetings will be January 10 and 24.
- Peter McKanna met with the Junior League representatives earlier on November 29. He said there is no questions they understand our position on the event being respectful. They will present their plan for the event at the next meeting and will go to the City for permitting, police presence, and associated requirements. They also plan to have a Missing Man table (POW/MIA table) at the event and other portions of the program to show respect for the Park and those represented in it. Butch Hansen provided background on the event for Councilwoman Hill.



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Committee Reports

Operations Officer: Pete McKanna had nothing further to report than what is included elsewhere in these minutes.

Walk of Honor: Butch Hansen reported on the following:

- He and his wife Lee have taken over this project.
- The next brick order will be delivered before December 10 and installed before the Christmas Tree Lighting event on December 15.
- An audit of brick sponsorships to date identified 11 bricks that were ordered by sponsor but not included in orders submitted to Bricks R Us. Additionally, nine installed bricks were identified which require corrections. Mr. and Mrs. Hansen will draft a new quality assurance process which includes a second checker to avoid future errors.
- Mr. and Mrs. Hansen are also completed a master list of all bricks which will include when they were ordered, when they were installed, and a complete map of all installed bricks. Certain bricks that need to be moved because donors had requested specific placement will be corrected on this directory after they are moved.

Vice President: Andy Caputi reported on the following:

- President Entrekin received an email request from Impact 100 on November 28 for a meeting in the Park on November 30. Preident Entrekin will attend this meeting; Vice President Caputi will try to attend.
- Still looking for a replacement for the Secretary. President Entrekin noted that Mr. Murphy gave advance notice of his desire to vacate the Secretary position. Vice President Caouti has discussed the positions with some multiple current Board members (none showed a willingness to serve in the position).
- There are three current applicants for Board membership (Jason Clark, Stacy Whitt, and Stan Barnard) with one current vacancy (Lisa Rawson). Mr. Barnard has expressed an interested in fundraising. Vice President Caputi noted that it is difficult to ask any new members to assume an officer position and a spot on the Executive Committee immediately upon joining the Board. Without objection, President Entrekin intends to make a motion at the next Board meeting to formally establish a Fundraising chair position.
- Jim Murphy noted that an established position for Public Affairs is covered by Jill Hubbs's efforts but Merchandise post in open.
- Believes we need a clear outline for groups that approach the Board requesting to use the Park for various events. This outline would include aspects like serving alcohol as the Junior League of Pensacola wishes to do with their requested event. Butch Hansen thinks the Board needs to rejuvenate its relationship with City staff. The City used to defer to the Board on requests to use the Park but no longer does. This has caused problems like the conflict earlier this year with the marathon occurring outside the Park on Veterans Day.
- Will present at the next Board meeting a recommendation for the Impact 100 granite marker recognizing that group's support for the lighting project.
- Worked with Jill Hubbs over the last two week on advertising and public affairs. Jill issued a press release for the December 15 event before she left for Vietnam. Funded billboards are active and the Gosport ad was proofed.
- Still trying to figure out exactly what is included in our Cox Cable bill. There was a discussion about the need for free WiFi in the Park. Butch Hansen believes we get it free as part of our internet service which makes the Wall South search kiosk function. It was noted that many people appear to sit in their cars near the Park to use the WiFi, not to visit the Park. Pete Frano noted that the WiFi cannot be used for the Square account due to its security vulnerabilities.



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Business from the floor:

- Peter McKanna heard from Dave Glassman that Headquarter Marine Corps is shooting for May 17 for the Marine Aviation Memorial Bell Tower event. Honor Our Marines and an associated group committed to covering costs for the event. Butch Hansen provided background on the event for Councilwoman Hill.
- President Entrekin distributed an updated contact list for Board member.
- President Entrekin asked Vice President Caputi and Pete McKanna to provide an update on the December 15 event. All key elements have been taken care of but Pete still needs Board members to commit to refreshments. General Secord is scheduled to speak about troops being deployed during the holidays. Vice President Caputi has informed the local media.

Adjournment:

The meeting adjourned at 5:17p.m. The next meeting is scheduled for Thursday, December 13, at 3:30p.m.

Submitted by:

James M. Murphy