



VETERANS MEMORIAL PARK FOUNDATION OF PENSACOLA, INC.  
Board of Directors Meeting, October 11, 2018  
MINUTES

**Board Members Present**

Paul Entrekin, Andy Caputi, Pete Frano, Peter McKanna, Jim Murphy, Jim Durr, Lisa Rawson, Jill Hubbs, Nancy Bullock-Prevot, and Bill Weeks.

**Board Members Absent**

Butch Hansen, Richard Penrose, Stacy Pruitt, and David Glassman, and Ed Holt (legal advisor)

**Guest(s) Present**

Stan Barnard and Warren Palmer (Volunteer Coordinator).

(Motions and actions taken are listed in red)

**Call to Order and Welcome:** Vice President Caputi 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.

Vice President Caputi presided over the meeting but recognize President Entrekin who continues recovering from surgery and did not feel up to presiding. Vice President Caputi recognized our visitors, neither of whom had anything to report.

President Entrekin discussed two Board members' terms scheduled to expire in November; Peter McKanna and Lisa Rawson. As both Board members are completing their second term of office, they must request a third term if desired. Those requests, if received, will be voted on by the Executive Committee (President, Vice President, Treasurer, Operations Officer, and Secretary). If any Board seats are opened, three people have shown an interest in joining the Board but we are only in receipt of one completed application to date (from Jason Clark).

**Secretary's Report:** The minutes from the September 27, 2018 meeting were presented. The minutes were accepted without objection. Vice President Caputi mentioned again Jim Murphy's desire to step aside as Secretary due to his long tenure in the position and upcoming work-related travel that will necessitate his missing some meetings.

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

- The current balance in the Bank of Pensacola account is \$28,766.98. The current balance in the Pen Air account is \$11,682.89. The Treasure's report was accepted without objection.
- The Bank of Pensacola account also currently holds \$16,015.00 toward the Gulf War Memorial. An additional \$7,790.00 received today from Stan Barnard will be deposited in that account.
- There were two payments to Signal 88. Pete Frano will contact the company to stop payment on the next invoice since it should be fulfilled by the double payment this month. With the mention of Signal 88, Vice President Caputi mentioned that while pressure washing in the Park in preparation for the upcoming clean-up event, he noticed that someone had defecated in the Korean War Memorial which continues to be a popular area for homeless people to sleep. He will contact Signal 88 to keep them aware of this.
- Pete McKanna brought up the requirement to track Walk of Honor brick fundraising. This led to a lengthy discussion regarding bookkeeping procedures and an explanation of accounting practices by Pete Frano.

**President's Report:** Vice President Caputi reported on the following:

- Asked Jim Murphy to prepare new rosters to reflect new Board members. Jim will prepare the public roster and the internal roster with personal contact information for Board member use.
- Asked that all Board members be more proactive in responding to emails. The response to emailed requests for assistance by Pete McKanna for the upcoming clean-up even have been less than overwhelming.
- Passed out keys to the new storage facility. Keys to the trailer are inside the facility.
- Provide the Secretary a copy of the Impact 100 grant agreement in case we are awarded a grant this year.
- He would like to present the Park photograph that was agreed on previously for Skopelos at the restaurant. He feels presenting it in the restaurant would provide appropriate and extra recognition for their support of the Park and a good photo opportunity for the Foundation.
- The City of Pensacola Representative position is still open since Bill Weeks' retirement from the City.



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- Richard Penrose was not present to update the Board on Walk of Honor brick sponsorship status. Lisa Rawson wanted to discuss the decision made at the last meeting to use bricks to recognize Park donors and supporters. This led to a long discussion but no official action was motioned or taken and the previous vote to use the bricks in this manner stands.

#### Committee Reports

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

- The flags in the Park were lowered before Hurricane Michael and were replaced on October 11.
- Provided a rundown of the large volunteer/clean-up event scheduled for Saturday, October 13. He discussed the assignments of various section leaders, the division of labor, and his need for additional section leaders. He also provided a list of supplies needed for the event, which were being provided by various Board member and volunteers, and his need for additional commitments in this regard.

**Walk of Honor:** Richard Penrose was not present.

**Vice President:** Andy Caputi made his report as Acting President.

**Past President:** Butch Hansen was not present.

**Technology:** Dave Glassman was not present. President Entrekin reiterated the continuing need for a one-stop shopping type ability for Walk of Honor brick sponsorship on the website. Multiple Board members discussed Dave's input at the last meeting regarding the ongoing development of this upgrade across the DigiPro domain.

**Military Liaison:** Stacy Pruitt was not present. Pete McKanna reported that no bus transportation is needed for the upcoming volunteer event and Stacy has information from ECAT for future needs.

**Marketing:** Jill Hubbs reported on the following:

- The recent Gosport ad ran twice. Due to an error in the timing of the ad which included a Walk of Honor brick order deadline of October 5 not being published until October 5, Malcolm Ballinger (Gosport Publisher) will be running another ad at no charge to the Foundation. This will be the second free ad Mr. Ballinger has provided.
- Will meet with Wendell Slater regarding his marketing ideas discussed at the last meeting.
- Would like the dedication of the second section of bricks to be included in the Veterans Day ceremony. President Entrekin will include the dedication in the event/program.
- Requested we sell items at an upcoming reunion event in the Park. Pete McKanna commented that it was already planned to erect the tent and sell items at a military reunion scheduled for November 3 during which 250 or more Veterans and spouses will be present.
- Has applied for a free ad in the Pensacola News Journal under a program by the newspaper for non-profit entities.
- Pete McKanna asked that Board members provide assistance to Jill in the preparation of grant application for the restroom project. There was consensus that this project is our number one priority for completion.
- Vice President Caputi mentioned that the Pensacola Marathon coordinators have offered the official starter position for a Veteran as a way of helping advertising the Park and our Veterans Day event. They asked the Park to provide that person. Dave Glassman is working on finding an interested Wounded Warrior to act in that capacity.

**Merchandise:** No report was given.

**Public Affairs:** No report was given.



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**City:** The City Representative position is currently vacant.

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

**Business from the floor:** Vice President Caputi mentioned that he and President Entrekin would be attending the Impact 100 awards ceremony on Sunday, October 14 during which Andy will be giving a presentation about the Park and Foundation.

**Adjournment:**

The meeting adjourned at 4:50p.m. The next meeting is scheduled for Thursday, October 25, at 3:30p.m.

Submitted by:

James M. Murphy