

AGENDA
MEETING OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY SEPTEMBER 4, 2018 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Bev Findley

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| 1. CALL MEETING TO ORDER | Beverly Findley, President |
| 2. ROLL CALL | Carol Gilles, Secretary |
| 3. FLAG SALUTE | Misty Dawn Jones, Vice President |
| 4. INFORMAL BUSINESS | |
| 4.1 Introduction of guests | |
| 4.2 Correspondence | |
| 5. APPROVAL OF MINUTES | Carol Gilles, Secretary |
| 5.1 August 7th Board Meeting | |
| 6. TREASURER'S REPORT | Michelle Polcari, Treasurer |
| 6.1 August report | |
| 6.2 Payment of outstanding bills | |
| 7. STAFF LIAISON COMMENTS | Michael Field |
| 8. OFFICERS AND DIRECTORS REPORTS | |
| 8.1 President | Beverly Findley |
| 8.1.1 Rose Parade Kickoff 9-14 | |
| 8.1.2 Nominating Committee | |
| 8.1.3 Halloween Booth | |
| 8.2 Vice President | Misty Dawn Jones |
| 8.3 Ways and Means | Lynn Robinson |
| 8.3.1 Promo Booths | |
| 8.3.2 Parade Tickets | |
| 8.3.3 Ride Opportunity Drawing | |
| 8.3.4 Restaurants for Roses | |
| 8.3.5 Comedy & Magic Club | Jan Staws |
| 8.3.6 Pins | Jan Staws |
| 8.4 Volunteers | Debbie Vacca |
| 8.5 Publicity | Madison Jones |

- 8.5.1 Newsletter
- 8.5.2 Website
- 8.6 Membership
- 8.7 Logistics
- 8.8 Hospitality
- 8.9 Marketing
- 8.10 Historian

- Articles due 9-17
- Robin Gee
- Carol Olney
- Fred Kline
- Jan Staws
- Connie Boswell
- Madison Jones

9. OLD BUSINESS

10. NEW BUSINESS

- 10.1 Library Display

11. ONCE AROUND

12. ADJOURNMENT

IF YOU CANNOT ATTEND A MONTHLY MEETING, PLEASE CALL BEV FINDLEY AT (310) 324-4117 OR AT bevfindley@msncom

NEXT MEETING: October 2ndg at 7:00pm
Refreshments by: Bev Findley

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY AUGUST 7, 2018 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Mistydawn Jones

1. CALL MEETING TO ORDER

The meeting was called to order by President Beverly Findley at 7:04 pm in the West Annex Commission Room

2. ROLL CALL

Present: Beverly Findley, President; Mistydawn Jones, Vice-President; Carol Gilles Secretary; Michelle Polcari, Treasurer; Jan Staws, Director of Hospitality; Carol Olney, Director of Membership; Connie Boswell, Director of Marketing; Roseanne Villalobos, Director of Publicity; Debbie Vaca, Director of Volunteers; Madison Jones, Historian; Michael Field, City Liaison; Robin Gee, Member-at-Large

Excused absence: Fred Kline

Absent:

Introduction of Guests:

3. FLAG SALUTE

The pledge of allegiance, led by Mistydawn Jones, was recited by all

4. INFORMAL BUSINESS

4.1 Introduction of guests

4.2 Correspondence

5. APPROVAL OF MINUTES

5.1 Carol O made a motion to approve the minutes for the July 11th Meeting. Motion seconded and approved

6. TREASURER'S REPORT

6.1 A copy of the Treasurer's Report for July 2018 was given out. Carol G made a motion to approve the July 2018 Treasurer's report as presented. Motion seconded and approved

6.2 Payment of outstanding bills

6.3 Review of the Luau comparison of 2016-2017-2018

6.4 Carol O made a motion to approve the \$500 deposit for the room for the celebration dinner. Motion seconded and approved

7. STAFF LIAISON COMMENTS

7.1 Great event last night for the Battle for the Band.

7.2 The Rose Float insert for the city water bill is done and will be in the Sept, Oct & Nov billing

7.3 Summer musical is opening on Sat Aug 11 & a concert in the park on Sun Aug 12

7.4 TRFA needs to reach out to our new City Council – Mattucci & Chen

8. OFFICERS AND DIRECTORS REPORTS

8.1 President

8.1.1 TMMC Holiday Festival – Sat after Thanksgiving

Mistydawn, Connie, Carol G, Bev, Jan to decorate – Meeting on Aug 16 from 5:30 -7:30pm

8.1.2 Rose Parade Kickoff 9-14 – not sure of the venue yet

8.1.3 Parade Programs – how many? \$6.90 each for under 200

Jan made a motion to order 150 and another 50 if needed. Motion seconded and approved

8.1.4 Citizen Enrichment Development committee – Tim Goodrich, chair
Mike Griffiths and Aurelio Mattucci

8.1.5 Due to work schedules, Roseanne Villalobos is now Historian; Madison Jones is now Publicity Director

8.2 Vice President – No Report

8.3 Ways and Means

8.3.1 Luau

Thank you all who attended. We received great feedback from our guests. They enjoyed the entertainment. Our ROSE GARDEN was a hit. Start collecting gift cards for the Celebration Dinner in February. Michelle reviewed the financial recap.

Carol G suggested that we might consider another idea for the fundraiser for next year. Carol O suggested we consider Hawaiian Cowboy theme and western food.

8.3.2 Promo Booths – no report

8.3.3 Parade Tickets - \$115 – Sell Tickets! 10 tickets sold so far

8.3.4 Ride Opportunity Drawing - \$10 – Sell tickets!

8.3.5 **Restaurants for Roses** – as of 8/7/18

California Pizza Kitchen \$276.33

Luna Grill - \$42.82

Truxton's - \$67.65

Rascals - \$150

Red Car Brewery - \$218.63

Marie Callender's - \$96.20

Stacked - \$41.85

Hof's Hut - \$88.98

UPCOMING:

Aug 13 – The Habit

Aug 23 – Chicago Ribs

8.3.6 Comedy & Magic Club – Oct 17

Each board member was given tickets to sell

Get the names & phone numbers to Jan by Oct 7

8.3.7 **Pins**

Decorator pin – to be ordered

Jan made a motion to buy 200 decorator pins, not to exceed \$5 each.

Motion seconded and approved

8.4 Volunteers

Is the TRFA event list updated?

Debbie will send updated Volunteer forms to Robin for the website and to

Madison for the newsletter

8.5 Publicity

8.5.1 Newsletter

Articles due 8-21 – send to Madison

Madison will meet with Roseanne & Bev & Robin

Mistydown suggested that any donor get a newsletter. Send the donor name, email, etc to Carol O and she will add them to the newsletter list.

8.5.2 Website

Send Robin the updated Luau photos, Aug Restaurant for Roses

8.6 Membership

Carol Olney submitted the following membership info as of 8/1/18:

New Members: 5	Renew: 3
Membership \$ Received: \$0	Donations: \$100
Total Membership as of 7-31-2018: 72	Total: \$100

BREAKDOWN:

	New:	Renew:
Youth	2	0
Individuals:	3	1
Couples:	0	1
Family:	0	1
Business:	<u>0</u>	<u>0</u>
Total:	5	3

8.7 Logistics – no report

8.8 Hospitality

8.8.1 Refreshments for Nov - Debbie, Sept – Connie
Jan - Lynn & Feb - Roseanne

8.9 Marketing

We reviewed the suggested list for Corporate Sponsors
Carol G made a motion to accept the Corporate Sponsor list with the
corrections made. Motion seconded and approved

8.10 Historian

Madison will send Battle of the Band photos to Roseanne

9. OLD BUSINESS

9.1.1 Battle for the Band

We had 8 entries. The judges chose 3 finalists.
AND THE WINNER IS: **ALINEA**

10. NEW BUSINESS

11. ONCE AROUND

12. ADJOURNMENT- Carol O made a motion to adjourn at 9:25 pm. Motion seconded and approved.

NEXT MEETING: September 4th at 7:00pm; Refreshments by: Connie Boswell

*Respectfully Submitted by:
Carol Gilles, Secretary*