

AGENDA
MEETING OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY MARCH 5, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Carol Olney

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|---|---------------------------------|
| 1. CALL MEETING TO ORDER | Beverly Findley, President |
| 2. ROLL CALL | Carol Gilles, Secretary |
| 3. FLAG SALUTE | Mistydawn Jones, Vice President |
| 4. INFORMAL BUSINESS | |
| 4.1 Introduction of guests | |
| 4.2 Correspondence | |
| 5. APPROVAL OF MINUTES | Carol Gilles, Secretary |
| 5.1 February 5th Board Meeting | |
| 6. TREASURER'S REPORT | Michelle Polcari, Treasurer |
| 6.1 January and February report | |
| 6.2 Payment of outstanding bills | |
| 6.3 Fund Transfers | |
| 7. YOUTH COUNCIL | |
| 8. CITY LIASON | Michael Field |
| 9. OFFICERS AND DIRECTORS REPORTS | |
| 9.1 President | Beverly Findley |
| 9.1.1 Citizens Enrichment and Development Meeting | |
| 9.1.2 Logistics Position | |
| 9.1.3 | |
| 9.2 Vice President | Mistydawn Jones |
| 9.3 Membership | Carol Olney |
| 9.4 Volunteers | Debbie Vaca |

9.5 Publicity	Connie Boswell
9.5.1 Newsletter	
9.7 Logistics	Marty Martindale
9.8 Hospitality	Jan Staws
8.8.1 Celebration Dinner	
9.9 Marketing	Lynn Robinson
9.10 Historian	Roseanne Villalobos
9.11 Ways and Means	Debbie Austin
9.11.1 Cherry Blossom Festival	
9.11.2 Restaurants for Roses	
9.11.3 Run for the Roses	Connie Boswell

9. OLD BUSINESS

10. NEW BUSINESS

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: April 2nd at 7:00pm
Refreshments by: Connie Boswell

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY FEBRUARY 5, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Roseanne Villalobos

1. CALL MEETING TO ORDER

The meeting was called to order by President Beverly Findley at 7:07 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; Connie Boswell, Director of Publicity; Carol Olney, Director of Membership; Lynn Robinson, Director of Marketing; Debbie Vaca, Director of Volunteers; Roseanne Villalobos, Historian; Michael Field, City Liaison; Youth Council; Member at large, Robin Gee

Excused absence: Marty Martindale, Madison Jones

Absent:

Introduction of Guests – Debbie Austin, Kenneth Darr, Lorraine Munoz, Youth Council

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 – none

5. APPROVAL OF MINUTES

5.1 Carol O made a motion to approve the minutes for the January 8th Meeting, as presented. Motion seconded and approved.

6. TREASURER'S REPORT

6.1 A copy of the January 2019 Treasurer's Report will be presented in March. Michelle provided a preliminary recap for the Celebration Dinner 2019.

6.2 Payment of outstanding bills – none

7. **YOUTH COUNCIL**

Lorraine Munoz was presented with a Thank You Certificate from TRFA

March 5 – Youth Forum

April 6 – Attic / Pancake Fundraiser \$5

8. **CITY LIASON**

Still working on the flyer for the Run for the Roses

Cherry Blossom Festival – March 31

The City wants the last invoice from Fiesta Floats in order to pay them

A meeting will be set up with Community Development Enrichment to present the winning float design

9. **OFFICERS AND DIRECTORS REPORTS**

9.1 President

9.1.1 Float Design Contest – we received 32 entries for the contest. A decision will be made Thursday, Feb 7

9.1.2 Cherry Blossom Festival – March 31

9.1.3 Board Positions – A Welcome packet was given to each board member with their specific board duties. We will need to track our volunteer hours

9.1.4 We have 4 seats taken for the 2020 float

9.1.5 We have received a donation from the Regis Group

9.1.6 We have received a donation from John Barry

9.1.7 Roseanne nominated Debbie Austin as Director of Ways and Means.

Motion seconded & approved

9.2 **Vice President**

Mistydawn presented a recap of the tickets in the opportunity drawings

The most popular opportunity drawing item was Disneyland tickets. Dodgers then other sports events.

Thank you for getting all the great donations

9.3 **Membership**

Carol Olney will provide the updated membership info at our March meeting.

Carol discussed a change in procedure for sending a membership card. Send an email receipt and donation receipt rather than handwritten unless someone doesn't have an email.

9.4 Volunteers – no report

9.5 Publicity

- 9.5.1 Newsletter – have articles to Connie by February 19
- 9.5.2 Facebook - everyone please post to our Facebook page
- 9.5.3 Robin Gee will update the website and forms. She will meet with Connie this week

9.7 Logistics – no report

9.8 Hospitality

- 8.8.1 Celebration Dinner – All who attended had a great time.
Food was delicious. Suggest that we try Snax again. May change the appetizers. A discussion was held about the caterer vs hotel.
The Celebration Dinner committee will meet in October for the 2020 event

9.9 Marketing – no report

9.10 Historian

Roseanne will add names of the people to the photos in our book

9.11 Ways and Means

- 9.11.1 Rose Vials
- 9.11.2 Restaurant for Roses
 - California Pizza Kitchen – TBD
 - Chili's – TBD

Black Bear Diner – February 13

UPCOMING:

May 4 - Run for the Roses
Connie shared that she sold 3 tickets at the Celebration Dinner
Let Connie know how many tickets you want to sell.
March 31 – Cherry Blossom Festival

ON GOING:

Promo Items
Rose Vials

Other

Celebration Dinner Promo & Donations - \$154

9.11.3 Welcome to Debbie Austin as our Director of Ways & Means

10. OLD BUSINESS

Carol Gilles received 2 spots on the Goodyear Blimp for the silent auction at the Run for the Roses

11. NEW BUSINESS

10.1.1 PTOR Parade Entry

Carol O moved to pay the entry fee of \$5500 before Feb 27, 2019. Motion seconded & approved

12. ONCE AROUND

Lynn – which database do you use for newsletter. It comes from Membership list
Mistydown change the spelling of her name

Please send an email with a TRFA subject line

Roseanne will be a grandma on August 3

Michael complimented TRFA for the Celebration Dinner success

Carol O wished all a Happy Valentine's Day

13. ADJOURNMENT

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

NEXT MEETING: March 5th at 7:00pm; Refreshments by: Carol Olney

Respectfully Submitted by: Carol Gilles, Secretary