

AGENDA
MEETING OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY MAY 7, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Mistydawn Jones

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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 April 2nd Board Meeting | |
| 6. TREASURER'S REPORT | Michelle Polcari, Treasurer |
| 6.1 April | |
| 6.2 Payment of outstanding bills | |
| 7. YOUTH COUNCIL | |
| 8. STAFF LIAISON COMMENTS | Michael Field |
| 9. OFFICERS AND DIRECTORS REPORTS | |
| 9.1 President | Beverly Findley |
| 9.1.1 Council Approval of Float Design | |
| 9.1.2 City Funding | |
| 9.1.3 Float Riders | |
| 9.2 Vice President | Mistydawn Jones |
| 9.3 Ways and Means | Debbie Austin |
| 9.3.1 Restaurants for Roses | |
| 9.3.2 Casinos | |
| 9.3.3 Comedy & Magic Club | Jan Staws |
| 9.3.4 Luau | Lynn Robinson |

9.4 Volunteers

Debbie Vacca

9.5 Publicity

Connie Boswell

9.5.1 Newsletter

Articles due to Connie 5-19

Newsletter due to City 5.27

9.6 Membership

Carol Olney

9.7 Logistics

Marty Martindale

9.8 Hospitality

Jan Staws

9.9 Marketing

Connie Boswell

9.10 Historian

Roseanne Villalobos

10. OLD BUSINESS

11. NEW BUSINESS

12. ONCE AROUND

13. ADJOURNMENT

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

NEXT MEETING: June 4th at 7:00pm
Refreshments by Debbie Vaca

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY APRIL 2, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Connie Boswell

1. CALL MEETING TO ORDER

The meeting was called to order by President Beverly Findley at 7:05 pm in the West Annex Commission Room

2. ROLL CALL

Present: Beverly Findley, President; Mistydawn Jones, Vice-President; Carol Gilles, Secretary; 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

Excused absence: Marty Martindale, Debbie Austin, Michelle Polcari, Jan Staws

Absent:

Introduction of Guests – none

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 – La Canada/Flintridge newsletter

5. APPROVAL OF MINUTES

5.1 Carol O made a motion to approve the minutes for the March 5th Meeting as emailed. Motion seconded and approved.

6. TREASURER'S REPORT

6.1 A copy of the March 2019 Treasurer's report will be emailed.

6.2 Payment of outstanding bills - none

6.3 Annual Report - Carol G made a motion to approve the 2018-2019 Annual Treasurer's Report. Motion seconded and approved

6.4 Moving account to Wescom Credit Union – Roseanne made a motion to approve moving our account to Wescom Credit Union.

7. **YOUTH COUNCIL** – no report

8. **STAFF LIAISON COMMENTS**

Michael thanked TRFA for participating in the Cherry Blossom Festival
A discussion was held about the Fiesta Float insurance update
May 14 - we present the float design to the Torrance City Council, get approved for funding and design as well as accept and file the TRFA Annual Report

9. **OFFICERS AND DIRECTORS REPORTS**

9.1 President

9.1.1 Volunteer Recognition – April 11 at 5-7pm

9.1.2 Annual Report

Carol O made a motion to accept the 2018-2019 Annual Report. Motion seconded and approved

9.1.3 Parade Tickets –

Carol O made a motion to approve paying the deposit of \$855 for the tickets. Motion seconded and approved.

9.1.4 Levels of Giving – Mistydawn will resend the sponsor list

9.2 Vice President - no report

9.3 Ways and Means

9.3.1 Cherry Blossom Festival – we made \$62

9.3.2 **Restaurants for Roses**

California Pizza Kitchen – TBD

Chili's – TBD

Black Bear Diner – TBD

Mimi's – TBD

BJ's Brewhouse - TBD

UPCOMING:

April 9 – Rascals

April 23 – Lazy Dog

May 8 – King's Hawaiian

May 21 – Red Car Brewery

June 12 – Souplantation

ON GOING:

- Promo Items
- Rose Vials

9.3.3 Casinos – Debbie is investigating this for a fundraiser. Per Michael, the city has ok'd the buses.

9.3.4 Lynn suggested that we give the Gary Sinise pins to the Honor Flight honorees. Honor flight will be returning on Sunday April 28.

Carol O made a motion to donate these pins to the Honor Flight. Motion seconded and approved.

9.3.5 Carol O made a motion to donate our Halloween decorations to the Pediatric Therapy Network. Motion seconded and approved.

9.4 Volunteers – No report

9.5 Publicity

9.5.1 Newsletter

Articles due to Connie 4-16

Newsletter due to City 4-22

Connie thanked Michelle for the article she wrote

The April newsletter will be emailed shortly

9.6 Membership

Carol O will be mailing Membership Renewal letters next week.

Carol Olney submitted the following membership info as of 3/31/19

New Members: 0	Renew: 1
Membership \$ Received: \$0	Donations: \$0

Total Membership as of 3-31-2019: 16 Total: \$0

BREAKDOWN:

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

9.7 Logistics

Thank you to Bev & Lynn for setting up and breaking down our display at the Cherry Blossom Festival

9.8 Hospitality – no report

9.9 Marketing

9.9.1 Marketing Letter

Lynn passed around a Business Community marketing letter and a donation receipt for review. A discussion was held to revise the letter.

Carol O moved to approve the business solicitation letter project with revisions. Motion seconded and approved.

Carol O moved to approve a cost of up to \$200 for expenses. Motion seconded and approved.

Request for April 22 at 10am to be the date to stuff envelopes

9.10 Historian – no report

10. **OLD BUSINESS** – none

11. **NEW BUSINESS**

11.1 Major Fund Raiser – Luau at Seaside Lagoon

\$950 min charge for the first 200 people, with additional costs for tables & chairs. Can have music, alcohol, food, entertainment

Available days – 2 dates in July, Aug 17, Sept 8

Mistydawn still doing research.

Lynn got us penciled in for a Luau Fundraiser at July 27 at the Torrance Women's Club - \$825 for 100 people + other expenses.

Roseanne made a motion to have our annual Luan fundraiser. Motion seconded and approved.

Lynn will chair the committee.

12. **ONCE AROUND**

Bev needs to give Connie the passwords

Carol G talked about the Goodyear Blimp donation

We received a rose float sweatshirt & t-shirt from a former decorator

13. ADJOURNMENT

Carol O made a motion to adjourn at 8:54 pm. Motion seconded and approved

NEXT MEETING: May 7th at 7:00pm; Refreshments by: Mlstydawn Jones

Respectfully Submitted by: Carol Gilles, Secretary