

AGENDA
MEETING OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY NOVEMBER 5, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Lynn Robinson

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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 October 1 st Board Meeting | |
| 6. TREASURER'S REPORT | Michelle Polcari, Treasurer |
| 6.1 October report | |
| 6.2 Payment of outstanding bills | |
| 7. STAFF LIAISON COMMENTS | Michael Field |
| 7.1.1 Hospitality Tent, Shed, Tables & Chairs | |
| 8. YOUTH COUNCIL | |
| 9. OFFICERS AND DIRECTORS REPORTS | |
| 9.1 President | Beverly Findley |
| 9.1.1 Report on PTOR Photo Day | |
| 9.1.2 2019 Float Design Contest | |
| 9.1.3 VIP Night | |
| 9.2 Vice President | Mistydawn Jones |
| 9.3 Membership | Mary Hoffman |
| 9.4 Volunteers | Debbie Vaca |
| 9.4.1 Team Leaders at Float Site | |
| 9.4.2 Bus Monitors | |

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| 98.5 Publicity | Connie Bowell |
| 9.5.1 Newsletter articles due 11-18 | |
| 9.5.2 Facebook | |
| 9.7 Logistics | Marty Martindale |
| 9.7.1 Inventory Equipment & Supplies | |
| 9.7.2 Buses for Dry Days,
Decorating Week | Bev Findley |
| 9.7.3 Transportation for
the riders (Jan 1 & 2) | Bev Findley |
| 9.8 Hospitality | Jan Staws |
| 9.9 Marketing | Lynn Robinson |
| 9.10 Historian | Roseanne Villalobos |
| 9.3 Ways and Means | Debbie Austin |
| 9.3.1 Comedy & Magic Club | Jan Staws |
| 9.3.2 Promo Booths | |
| 9.3.3 Parade Tickets | Bev Findley |
| 9.3.4 Pins | Jan Staws |
| 9.3.5 Restaurants for Roses | |
| 10. OLD BUSINESS | |
| 9.1.1 Nominating Committee Report | Misty Dawn Jones |
| 9.1.2 Float Riders | |
| 11. NEW BUSINESS | |
| 10.1.1 Plans for General Membership/ Orientation Meeting Nov.16 | |
| 10.1.2 Costumes for Riders | |
| 10.1.3 Celebration Dinner | |
| 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: December 3rd at 7:00pm
Refreshments by: Jan Staws | |

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY OCTOBER 1, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Bev Findley

1. CALL MEETING TO ORDER

The meeting was called to order by President Bev 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; Michelle Polcari, Treasurer; Jan Staws, Director of Hospitality; Lynn Robinson, Director of Marketing; Debbie Vaca, Director of Volunteers; Debbie Austin, Director of Ways & Means; Roseanne Villalobos, Historian; Michael Field, City Liaison; Youth Council; Robin Gee, Member at Large

Excused absence: Marty Martindale, Carol Olney, Connie Boswell

Absent:

Introduction of Guests – Youth Council – Sean Yamaguchi

3. FLAG SALUTE

The pledge of allegiance, led by Roseanne Villalobos, was recited by all

4. INFORMAL BUSINESS

4.1 Introduction of guests

4.2 Correspondence – No correspondence

5. APPROVAL OF MINUTES

5.1 Roseanne made a motion to approve the minutes as corrected for the September 3, 2019 meeting as emailed. Motion seconded and approved.

6. TREASURER'S REPORT

6.1 A copy of the September 2019 Treasurer's Report will be presented next month.

6.2 Payment of outstanding bills - none

7. STAFF LIAISON COMMENTS

Kudos for the Garden & Hope & Dreams event
Thank you for coming out to see La Boheme
Decorators Meeting on Oct 17. Still need CitiCABLE to show the 2019 parade
Need to add the meeting to our website & social media
Suggest that we use "Peachjar" – an email blast for the high schools to announce
the 2021 Float Concept Design contest
Excellence in Arts – October 19

8. YOUTH COUNCIL

Senior Tech day – Oct
Boutique Event - December

9. OFFICERS AND DIRECTORS REPORTS

9.1 President

- 9.1.1 Halloween at Wilson Park – need volunteers – Debby, Carol, Bev, Jan
- 9.1.2 Parade and Rose Bowl Tickets from Tournament
4 each complimentary Rose Parade + Game tickets + Tailgate Party
- 9.1.3 Float Riders – all sold!
Thank you, Tammy Rusznak, for taking charge of the float riders
- 9.1.4 Nominating Committee – Mistydawn, chair - Roseanne, Debbie V
- 9.1.5 Picture Day October 26th – be there by 8am
- 9.1.6 Parade Programs – Roseanne made a motion to order 100 programs at
\$6.90 ea. Motion seconded and approved

9.2 Vice President – no report

9.3 Ways and Means

- 9.3.1 Comedy & Magic
Cut off is Oct 10 for ticket sales. Please send your ticket info to Jan asap
- 9.3.2 Restaurants for Roses
 - California Pizza Kitchen – \$42.02
 - Chili's – \$120
 - Black Bear Diner – \$179.17
 - Mimi's – \$105.41
 - BJ's Brewhouse – \$99.81
 - Rascal's – \$150
 - Lazy Dog – \$105.38
 - King's Hawaiian – \$62.15

Red Car Brewery - \$245
Souplantation - \$117.18
Marie Callenders - \$79.84
Corner Bakery - \$65.04
Blaze Pizza – TBD
Truxton's – TBD
Panera – \$150
The Habit – TBD Total \$ 1521.00

UPCOMING:

Oct 2 – Stone Fire Grill
Oct 16 – Comedy & Magic Club
Nov 13 – California Pizza Kitchen

- 9.3.3 Parade Tickets - 16 tickets have been sold so far
- 9.3.4 Pins – both sets of pins have been ordered and will be in by Nov meeting
Decorator Pin - \$2.50; resale at \$5
Lynn made a motion to resale the decorator pins at \$5. Motion seconded and approved
Roseanne made a motion to have 20 pins as PR. Motion seconded and approved
- 9.3.5 Craftsman's Guild – Lynn is coordinating this.
Committee consists of Jan, Debbie A.
Volunteers - Mistydawn, Michelle, Roseanne

9.4 Volunteers

Lanyards – Amazon has several designs
1" - .49 each /100 - red with lettering – Torrance Rose Float – resale price to be determined at our next meeting
Red lanyards - \$14.95 /100 for the dry days and anyone who doesn't have one. Debbie V will laminate the name tags
Roseanne made a motion to order 100 of the wide lanyards with imprint and 200 of the basic cord lanyards. Motion seconded and approved.
Need to order more scissors. Bev will bring them to the next meeting

9.5 Publicity

- 9.5.1 Newsletter Articles due 10-18

9.5.2 Newsletter due to the City 10-24

9.5.3 Social Media and Website

Robin can send out the October newsletter next week

She will take the Garden event off the website

She will update the events

Debbie V said there is a correction in the decorator form.

Bev asked Robin to close the Turtle Contest early (we have 125 entries so far) and send us the list so we can vote at the next meeting

Come to the next meeting with your top 3 names

9.6 Membership

Carol Olney submitted the following membership info as of 9/30/19

New Members: 3

Renew: 2

Total Membership as of 9-30-2019: 79

BREAKDOWN:

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

9.7 Logistics - No Report

9.8 Hospitality – no report

9.9 Marketing – no report

9.10 Historian – no report

10. **OLD BUSINESS** - none

11. **NEW BUSINESS**

11.1.1 October Decorators Meeting – on Thursday, October 17 at 7 pm in the City Council Chambers. Please attend.

11.1.1 Christmas Boutique – Dec 8 – at Wilson Park – 9am-4pm - will need volunteers. Set up your booth at 7am

12. ONCE AROUND

Robin said there are a bunch of people who want to get on our newsletter list.

Robin gave her city of Torrance Rose to Debbie A

Debbie A wanted to know when the Celebration Dinner is Feb 1, 2020

13. ADJOURNMENT

Carol G made a motion to adjourn at 8:42 pm. Motion seconded and approved

NEXT MEETING: November 5th at 7:00pm. Refreshments by Lynn Robinson

Respectfully Submitted by:

Carol Gilles, Secretary