

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II] Direct questions or concerns to the Torrance Rose Float Association Liaison Gia Jordahl, Acting Senior Supervisor at (310) 618-3843.

The Torrance Rose Float Association meets on the first Tuesday of each month at 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE ROSE FLOAT ASSOCIATION AGENDA
TUESDAY, SEPTEMBER 6, 2022
REGULAR MEETING
7:00 P.M.
WEST ANNEX COMMISSION MEETING ROOM, CITY HALL
3031 TORRANCE BOULEVARD, TORRANCE, CA 90503**

**THE TORRANCE ROSE FLOAT ASSOCIATION MAY TAKE ACTION ON ANY
ITEM LISTED ON THE AGENDA**

1. CALL MEETING TO ORDER

ROLL CALL: Debbie Austin, Beverley Findley, Carol Gilles, Linda Huthmaker, Sheila Kyle, Michael Polcari, Lynn Robinson, Camilla Seferian, Debbie Vaca, Roseanne Villalobos

2. FLAG SALUTE: Debbie Austin

3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. on Thursday, June 30, 2022 /s/ Rebecca Poirier

4. ORAL COMMUNICATIONS (Limited to a 15 minute period)

This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minutes per speaker. Your comment to the Association meeting will be recorded as part of the meeting. By speaking in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

5A. APPROVAL OF MINUTES

Recommendation of the Torrance Rose Float Association President that the Board approve the Torrance Rose Float Association minutes of August 2, 2022.

6. ADMINISTRATIVE MATTERS

6A. Treasurer's Report

6A.1 August Report

6A.2 Payment of Outstanding Bills

6B. Youth Council Report

6C. City Liaison Report

6D. Officers and Directors Reports

6D.1 President Report

6D.1.a Contract with the City

6D.1.b Fiesta Contract

6D 1c Tournament Kick off

6D.2 Vice President

6D.3 Membership

6D.4 Volunteers

6D.5 Publicity

6D.5.a Newsletter Articles Due 9-22

6D.5.b Newsletter due to the City 9-25

6D. 6 Logistics

6D.7 Hospitality

6D.8 Marketing

6D.9 Historian

6D.10 Ways and Means

6D.10.a Restaurants for Roses

6D.10.b Flower sales

6D.10.c Parade Tickets

6D 10.d Float Rider

6D 10.e Pins

6D 10.f T-shirts

7. OLD BUSINESS

8. NEW BUSINESS

8A. Levels of Giving

9. BOARD ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of the Torrance Rose Float Association Meeting to Tuesday, October 4, 2022 at 7:00 p.m. Refreshments: Sheila Kyle

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY August 2, 2022 - 7:00PM
WEST ANNEX CONFERENCE ROOM (1st Floor)
REFRESHMENTS BY Sheila Kyle

1. CALL MEETING TO ORDER

The Meeting was called to order by President Bev Findley at 7:02 pm

2. ROLL CALL

Present: Beverly Findley, President; Debbie Austin, Vice- President; Carol Gilles, Secretary; Michelle Polcari, Treasurer; Roseanne Villalobos, Director of Hospitality; Lynn Robinson, Director of Ways & Means; Sheila Kyle, Director of Publicity; Debbie Vaca, Director of Volunteers; John LaRock, Community Services Liaison

Excused: Camilla Seferian, Linda Huthmaker

Absent:

Guests: Marcy Morrissey

3. FLAG SALUTE

The Pledge of Allegiance, led by Debbie Austin, was recited by all.

4. INFORMAL BUSINESS

4.1 Introduction of guests

4.2 Correspondence

5. APPROVAL OF MINUTES

5.1 Michelle made a motion to approve the minutes as emailed for the July 5, 2022, Board meeting. Motion seconded and approved.

6. TREASURER'S REPORT

6.1 Carol made a motion to approve the July 2022 Treasurer's reports as emailed. Motion seconded and approved

6.1.1 Discussion about the R4R income

6.1.2 Discussion about our donor list

Sheila made a motion to approve the donation names as per Michelle's email dated 2-24-2022. Motion seconded and approved.

SUPPORTER LIST

Loyal - \$10-\$150

Bronze - \$151-\$500

Silver - \$501-\$1500

Gold - \$1501-\$5000

Platinum - \$5000+

6.2 Payment of outstanding bills - none

7. **YOUTH COUNCIL** – no report

8. **CITY LIASION**

August 23rd our TRFA / City contract will be approved & our check will be issued

Jesus Castro is temporarily working with the Youth Council

Rose Vial / Water bill has been sent to Texas

50 on the Go – for Torrance Seniors – send info about R4R, Decorating, etc.

9. **OFFICERS AND DIRECTORS REPORTS**

9.1 **President**

9.1.1 Contract with the City

Bev said the city will continue to take care of the Officials Night event

The City will pay for the rental tent/chairs

Non-Liability wording is not with the city but with Fiesta

Bev will sign the agreement so the city will then issue the check of

\$125000 as per the budget

9.1.2 Fiesta Contract

Roseanne made a motion to give a check to Fiesta Floats of \$25,000 with

a balance of the first payment due as close to August 31 as possible with

a signed contract. Motion seconded and approved.

9.2 **Vice President** – no report

9.3 **Membership**

as of 7/31/2022 = 36 total members

New – Ind (1), Renewal – Ind (2), Family (3)

Sheila asked who has an updated list of members with email addresses
Camilla sends thank you letters as she receives donations with membership
Michelle will print letterhead

9.4 **Volunteers**

Debbie received requests for 6 decorators. She is updating the forms which she will send to Sheila to add to the website.

Debbie will now get the messages off our phone.

One of the volunteers is also a web designer. Debbie gave info to Sheila

9.5 **Publicity**

9.5.1 Newsletter Articles Due 8-22

9.5.2 Newsletter due to the city 8-25

9.7 **Logistics** – no report

9.8 **Hospitality** – no report

9.9 **Marketing** – no report

9.10 **Historian** – no report

9.11 **Ways and Means**

9.11.1 **Restaurants for Roses**

3/30 – California Pizza Kitchen

4/13 - Panera Bread

4/27 – Lazy Dog

7/20 – Mendocino Farms

8/03 – Burger City Grill

Marcy suggested to mention the R4R contribution on a yearly basis

Bev will include in her President's Message

9.11.2 Flower sales – link is working on our website

9.11.3 Rock Around the Block

We made \$67 – promo + donations+ rose vials

Memberships \$90 – renewals & new

9.11.4 – Addams Family – Black Roses - \$5 – to sell at the play

Ok to include membership forms & rose vials

10. **OLD BUSINESS** - none

11. NEW BUSINESS

11.1 Pins

Decorator – we voted for the theme

“Every good seed deserves another” or “petal to the metal”

Roseanne made a motion to order **150 Decorator pins** at a price not to exceed \$10 each. Motion seconded and approved.

Float pin – Pin USA

Tournament is not doing necklaces or earrings any longer

Roseanne made a motion to purchase **150 float pins** not to exceed \$10 each. Motion seconded & approved.

Roseanne made a motion to order **100 Tournament logo pin** at a price not to exceed \$10 per pin. Motion seconded and approved.

11.2 T-shirts – Michelle made a motion to get the same # of t-shirts as of last year, in Navy, at a price not to exceed \$20 each. Motion seconded and approved.

11.3 Patches – to be discussed next month

11.4 Discussion about the cost of the tickets.

Michelle made a motion to sell our **parade tickets for \$140**. Motion seconded and approved

12. ONCE AROUND

Mary Jo & Don’s daughter passed away. Roseanne will send a card from TRFA
Marcy came in support of Sheila and her Zumba class. How can we get more people there?

Lynn turned in an application for our main library display

Bev will reserve Toyota Meeting Hall for the Celebration Dinner on the first Saturday of February.

13. ADJOURNMENT

Roseanne made a motion to adjourn at 9:08 pm. Motion seconded and approved.

NEXT MEETING: September 6th at 7:00pm

Refreshments by: **Debbie Vaca**

Respectfully Submitted by: Carol Gilles, Secretary