

The Krewe of St. Andrews Board of Directors Meeting Minutes

02/02/2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order by President Jay Rea on Feb. 2, 2022 at 05:22 pm at the KOSA Event Center, Panama City, FL.

II. Attendance

Attendance was recorded as follows: President Jay Rea, Treasurer Don Cox, Secretary Jerry Kelly, President elect Moe Parker, Past President Tom Bowdoin, Members at large Lee Head, Judy Biddle, and David Blasi, and Sergeant-at-arms Paul Ortiz. Also noted in attendance were Joey Capo, Mary Jones, Pat Rea, Lorena Kelly, Julie Slatcoff, Tina Head, Evette Parker, and Pam Wiggins.

III. Approval of Previous Meeting Minutes

The minutes from the January 5, 2022 board meeting were presented by Secretary Jerry Kelly. A short discussion followed. Lee Head made a motion to accept the minutes. Moe Parker seconded the motion. The motion passed by voice vote and minutes were accepted.

IV. Treasurer Report

A treasurer report was presented by Don Cox. The Krewe shows a profit of \$15,403.49 through January 32, 2022. He noted this does not include the ball or the brunch afterwards. However cash flow is positive. Bead expense shows approximately \$4600 but part of that expense is covered by \$2500 from Walborski, Bradley, Fleming and some left over from last year making us break even on that. It does include a donation to Salty Pet Foundation, a commitment from last year. Lee made a motion to accept the report and Moe seconded. Motion passed by voice vote. The report was accepted.

V. Current Issues and Committee Reports

a. Festival Update was presented by Joey Capo. He reports that negotiation with the City is ongoing over expenses (permit fees, police, etc.) that they want pre-paid. He reports that revenue has reached the 50/50 split breakpoint and that they have more vendors coming in. He reports plans to put a food truck and beverage station in the VIP area so that you can eat and drink while viewing the parade. Dat Cajun Place is to cater the VIP section and is to do a crawfish boil on Sunday. He reports 35-40 parade applications and is planning on Tuesday, February 15 for a captains meeting. Heat and The Zydeco Gents will be a feature act and 4 additional bands. A nicer stage is available this year and will be placed in a more favorable location than the gravel

as in the past. Vendor fees stand at \$8750.00 so far. Judy discussed King and Queen vehicle line-up for the parade. Optimistic about weather and festival. Discussion about a parking lot dimension and capacity hoping for VIP parking lot.

b. Joey can report no new information on den rental management.

c. 25th Anniversary Committee discussion was led by Judy Biddle. She reports generally good feedback on the Ball. Negative feedback was limited to the food. She discussed other locations available for future events. Only 3 places that accommodate over 150 people. Edgewater is best bang for buck out of current options. Judy has plans to make the ball weekend a 3 day event to be more attractive for out of town krewes and our members. Tom suggested that the ball committee staff some of the den rentals and share in the revenue to support ball expense. Drink tickets at the ball was discussed. We are charged only for the drink tickets that are used. Discussion on reducing or eliminating drink tickets and the problem of no-shows followed. Options are charging members for ball tickets, eliminating drink tickets, increasing membership fees, etc. Other options are fund raising, sponsorships, member education, and post billing for no-shows. A reservation is a commitment and should be honored. Don brought up an incident that happened as our special master of ceremonies and his wife were leaving the ball. They were apparently verbally accosted by a Krewe member and was witnessed by Jud and Kathy Harris. Jay is to investigate the incident and determine appropriate course of action. The Board needs to apologize formally and those who exhibited bad behavior should be held accountable.

d. Ambassadors: Jerry reported that Yak parade has 23 people participating. Since it is well attended Lorena and I have committed to attend Navarre Krewe of Jesters ball so that our Krewe is represented. Pensacola Mardi Gras float application is due in 3 days. We currently have 27 people on list to go. Do we take 2 floats? Float 1-\$450. Float 2-\$355. Discussion followed on priorities, walkers, costs and participation. Lee made a motion to send and board to fund 1 float. Moe seconded the motion. The motion passed with 5 votes in favor. In the future we need to advertise these events with cost up front to be covered by participants. The goal would be to participate in Lafitte night parade, PMG parade, and Krewe of Wrecks for a 3 day weekend.

e. Pat Rea reported on after party plans. Invitations are out for \$15 tickets. Food is to be catered at \$9. Response has been good. A 50/50 during the event was discussed.

f. Floats: Jay reported good progress on all floats and feels all should be ready. Pirate float will go for new axles, Monday before our parade and will be back by Thursday.

g. Golf Tournament: Jay reports good progress for this event. Everything is in place and have collected enough sponsorships to have all costs covered. Lots of teams committed and expected so event should be profitable.

h. Den Maintenance: Jerry reported an apparent water leak (roof) in the men's bathroom evidenced by the wall cabinet material deterioration.

i. Kitchen: Lee was asked about warming oven for kitchen. Cost is \$495 each. Discussion followed about code requirements and our needs. The resulting opinion is that we install the oven, a warming oven, the hood with necessary cabinetry and do not install the cook top. Judy made a motion reflecting that opinion to move forward for a cost of \$7-\$10,000. Don seconded the motion. Lee and Jerry abstained from vote. Motioned passed with 4 votes.

V. New Business

j. Elections: Elections are scheduled for March 4, 2022. Jay reported having the template for ballots. Moe reported on the positions to be filled. He also reported on the candidates he currently has. King and Queen-Jerry and Lorena Kelly. Court- Jim and Diane Daigle, Peter and Julie Slatcoff, Tim and Mary Jones, and Joe and Carol Wilds. Board of directors candidate- Leslie Fuqua and Lee Head (3 positions to be filled).

k. Kids Parade: Pam Wiggins discussed plans for the kids parade. Lots of participation and all our floats are to roll. She had a communication that someone planned to be at the parade with their kids and in their golf cart. Concerned that clarification is needed on our golf cart policy for our parades. No golf carts are allowed in our parades. Will put it in E-Blast. Additionally, no pets allowed on floats or in the den, other than service animals. Pam cleared her storage from PCMI donation of beads. Jay says he made have some additional, if needed.

l. It has been suggested and communicated to float captains that a central tailgate location with catered food is a possibility. The caterer would set-up, take down, and clean up. Moe is working on cost and logistics and will further survey for participation.

m. There was a brief discussion concerning the board paying for fuel costs and accommodations for a driver for out-of-town events. Float participants are always expected to compensate the driver for in or out of town service and remains true. The board will further discuss this subject at a later date.

V. Adjournment

n. Jerry Kelly made a motion to adjourn. Eventually the motion was seconded by David Blasi. Approved by voice vote. Meeting adjourned at 6:58 pm.

Minutes submitted by Jerry Kelly, Secretary

Minutes approved 3-13-22

The Krewe of St. Andrews Board of Directors Meeting Minutes

05/04/2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on May 4, 2022, at 05:29 pm by President Moe Parker at the KoSA Event Center, Panama City, FL.

II. Attendance

Attendance is recorded as follows: President Moe Parker, President-elect Judy Biddle, Treasurer Emeritus Don Cox, Treasurer Leslie Fuqua via phone, Secretary Jerry Kelly, Board member Lee Head, Board Member Pam Wiggins, Board member David Blasi, and Sergeant-at-arms Paul Ortiz. Also present are Past President Jay Rea, Lorena Kelly, and Evette Parker.

III. Approval of prior meeting minutes

Minutes from the April 2, 2022 Board of directors meeting were presented by Secretary Jerry Kelly. Lee Head made a motion to accept the minutes. Judy Biddle seconded the motion. The motion passed without opposition.

IV. Treasurer Report

Treasurer Emeritus Don Cox presented the financial reports. He noted a decrease in bank account balances (Bancorp -\$1398.49 and Centennial -\$5364.40) predominately due to a recent insurance premium payment of more than \$6000.00. P&L for April shows a loss of \$5718.80 again due to insurance payments. P&L for January through April shows a profit of \$6201.29. Don reminded the Board that April is the month that the largest membership renewal happens, and those dues continue to come in through May. Lee Head asked for details on our building debt which Don reported the current balance of \$468,939.45. Don also reported that money collected for participation in the Springtime Tallahassee parade has not been distributed. Lee stated that he elects to receive no reimbursement for expenses for taking his float. Therefore, the money remains for Krewe use as determined by the board. Lee Head made a motion to accept the treasurer report. Pam Wiggins seconded the motion. The motion passed without opposition.

V. Old Business

- a. Moe reported he has tried to contact Legistix to set up a review and planning meeting but has had no response. He will continue efforts to make this happen.
- b. Moe reported that there are still some leaks that need to be addressed. Lee reported that there has been work done on the roof. We are still awaiting estimates from several contractors to replace all the screws and washers which should fix all the leaks.
- c. Don reported that the materials used to stabilize the driveway erosion have significantly increased in price. Rather than the 800 square feet we originally discussed, he is awaiting delivery of 300 square feet of material and will proceed when it arrives.

d. Kitchen cabinets have been delivered. Lee plans to have them assembled and installed on Monday or Tuesday of next week. As soon as installation is complete, countertops will be ordered. They will be installed upon arrival. It was mentioned that cabinets must be done by June 16.

e. Lee reported on the issue with water inundation at the float barn doors. He has contacted Sikes concrete about a box drain system and is awaiting an estimate.

f. Drape installation on the back wall to cover Mardi Gras posters was disc used by Moe and Jay. Apparently, the original drapes obtained by Stephanie Gagnon did not sufficiently cover the art (too sheer), so drapes of heavier material were procured. The mounting hardware (poles, brackets) has also been procured. The decision has been made to only cover the back wall and the posters at this time will be arranged only on that wall.

g. Jerry reported that due to the busy event schedule an ambassador meeting has not yet been scheduled. Will be done after Bowlegs festival.

h. Jerry reported that re-decoration of the 25th Anniversary Float (Royal Float) has begun.

i. Lee and Don reported follow-up on the damage to Jerry Wilson's truck that was loaned to us for the Mardi Gras parade. Mr. Wilson wants no compensation as he now believes his driver may have caused the damage.

j. Moe reported follow-up on the "reverse" parade proposal by the City of Panama City on the Saturday after our festival. He followed up with Quality-of-Life department. The bar situation is not set in stone. The proposed a "glass share" program. Not exactly sure how this would work. Discussed other Krewe participation, in particularly Macque and Dominic Youx. Moe received assurance that this was not intended to interfere with our festival or detract from it at all. The City proposed that we provide entertainment with the stage rental but Moe and Charles declined and suggested Pro-Tek or someone similar who is in that business. Moe suggested group advertising. The City will provide the beads or throws. Discussion of merchandise possibilities, ticket sales for participation, food sales, and liquor sales. The restaurants need to have buy-in for our liquor or food sales. Don discussed better procedure and follow-up for float assignments. No commitment has yet been made for any of this and is dependent upon their final plan as approved by the City. Jay reminded us not to depend on verbal discussions with QOL but only on written commitment from the City. Should know about liquor sales within 1 month.

k. Moe and Leslie have been working on a strategic plan. As a 1st step they have created a word cloud and shared it with the board. They will continue and move on to goals. Will need to work on budgets and financing. Will take several months.

l. Don reported on setting up the new signers for the bank accounts for both banks. The approved people need to go the banks and provide the appropriate information. The banks will then provide the signature cards for completion. Contact info for each bank was provided.

m. Schedules for the upcoming quarterly meetings were discussed. We have the June meeting scheduled. September meeting is the 16th. Our Christmas party is scheduled for

December 10, 2022. Judy made a motion to have the quarterly meeting during the Christmas party, Pam seconded the motion and it passed without opposition.

n. Evette Parker, Chair of the den rental committee, reported that negotiations are in progress with two people to assume management of den rentals. She and Moe are in discussion with Sharon DiTomasso and Cammie. For a percentage, they will show the den and contract rentals. They will do event prep and manage the bar for events. They both work as bartenders and Cammie is also a caterer. Moe and Vet are working on the contract to present to them. Discussion continued about determination of how much revenue we need yearly from rental and the need to increase our pricing. Moe discussed what he is doing with Instagram and facebook and other media to make information about den rentals more available, including a new Google phone number. The discussion moved to the focus of marketing to include wedding and event planners. Lee offered to pay for a professional marketing plan/implementation if the Krewe chooses to use one.

o. Lee the started a conversation about learning from other Krewes and the way they do business. The first point is that other Krewes require participation from all the members. They also do a better job of obtaining sponsorships and fund-raising. We need a better plan. We need to identify what we give to our sponsors in terms of advertising. They need to see the spots we will use, the number of hits we get on social media, and how they are presented on our media.

p. Moe reported on progress on social media. He linked Instagram to Facebook. We have a new google phone number. He is going to work on new websites which present our Krewe in other ways than just Mardi Gras. We need to present “feel good” stories, such as former scholarship recipients and their accomplishments. Any stories of member participation in community events, etc.

q. We discussed what was learned from participation at Springtime and at DeSoto. Lee discussed some financial aspects of the participation. Financing the “open bar” at both events was also discussed. Turning our festival into a similar event was then discussed. Offering a pub crawl, a beach party or some other event was discussed. A host hotel and some events will have to be outside of St. Andrews. Moe stated that the City is open for the marketing aspect. The want to promote P.C. as a destination and to bring in new residents. Lee stated that 70% of housing in Bay County is rented and that is unsustainable.

r. Evette asked about the direction of our marketing. Are we continuing to pursue the contract for den management, or will that be eclipsed by a larger marketing plan? In answer, the professional marketing will be in addition. We also discussed the old, outdated information that is on the internet. How do we remove or minimize that? Moe will pursue that with Pam George.

V. New Business

s. Jay Rae presented a draft of a new membership handbook for consideration. The board members will review and discuss at the next meeting.

t. David Blasi volunteered to take over the secretary role as Jerry will have new duties and responsibilities upcoming. Jerry and David will work out transitioning to that arrangement.

u. Don reported that our grounds maintenance company needs to raise its price for their services. Our current price is \$150/ month since 2016. He proposes and increase to \$200/month. The board verbally approved his proposal.

v. Don asked if Moe had tried to contact Chris and Joey of Legistix for discussions. Moe has attempted multiple times but has had no response. Don will also contact him.

w. Jerry reported being given information on DeFuniak Springs “Living the Lake Life” festival. Will hand that info off to Mary as Ambassador Co-Chair to pursue participation.

x. Jerry brought up an outstanding item from past meeting. This was concerning an incident at the Kids Parade in February. This item needs resolution by the board. Moe reported follow-up with Paul who did not witness the event. Moe questioned Charles who denied a confrontation but stated it was only a conversation. Lee reported witnessing a physical confrontation, and that the police officer told Lee, at the safety meeting for our Mardi Gras parade, about the incident. Evette expressed concern about drinking at the Kids parade, especially by the drivers. After lengthy discussion, Moe stated that we do need action on this event. Moe and Don suggest a letter of reprimand to Charles over the incident. Moe, Tina, and Judy will work on drafting an appropriate letter.

y. The Krewe owns barricades which we rent for events. The whole trailer of barricades is rented for \$500. Delivery is \$50. Unload and re-load are not included. Lee has been doing it but needs help. Any pick-up can tow the trailer. Needs to be put in newsletter that we need volunteers to help with this revenue stream.

z. Jerry asked about Public Relations committee due to a letter from Chamber of Commerce concerning our membership. Discussion revealed that any board member can attend Chamber functions. Public Relations committee is supposed to represent us but currently has no members.

V. Adjournment

Pam made a motion to adjourn the meeting. Lee seconded the motion and it passed without opposition. The meeting adjourned at 7:06 p.m. on May 4, 2022.

Minutes submitted by: Jerry Kelly, Secretary

Minutes approved by: Board of Directors

The Krewe of St. Andrews Board of Directors Meeting Minutes

3-Aug-2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on August 3, 2022, at 05:34 pm by President-elect Judy Biddle at the Krewe of St. Andrews Event Center, Panama City, FL. President Moe Parker arrived a little later.

II. Attendance

Attendance is recorded as follows: President Moe Parker, President-elect Judy Biddle, Treasurer Emeritus Don Cox, Treasurer Leslie Fuqua, Secretary David Blasi, Board member Lee Head, and Board member Jerry Kelly. Also present were Past President Jay Rea, Pat Rea, Lorena Kelly, Tom Bowdoin, Paul Ortiz, and Evette Parker.

III. Approval of prior meeting minutes

Minutes from the July 13, 2022 Board of Directors meeting were sent via email to all board members on July 18, 2022 by Secretary David Blasi. Lee Head made a motion to accept the minutes. David Blasi seconded the motion. The motion passed without opposition.

IV. Treasurer Report

Treasurer Emeritus Don Cox presented the financial reports. He stated that we made \$1,665 for the month and \$9,000 profit year-to-date.

He stated that we have \$117,733 in the general fund and \$5,312 in the building fund.

He said that Dat Cajun Place has not paid the extra \$150 of the \$550 cost they owed us for renting the barricades and suggested we write it off.

Judy Biddle made a motion to accept the treasurers report. David Blasi seconded the motion. The motion passed without opposition.

V. Old Business

a. Lee Head said that a bid for the repair of the roof leaks came in at around \$30,000. Lee did an analysis and said we could get it done for about \$15,600. He is waiting for another bid to come in.

b. Lee Head stated that the box drain at the entrance to the main float barn will cost \$4,890 installed. The bid is from Coastal Concrete. Another bid is pending.

c. Moe Parker said that he is still waiting on a meeting to be arranged with the Panama City counsel to discuss the reverse parade. The contact's name is Missy (the person who gets things done). The city group is not very responsive.

d. Don Cox said our new photocopier is paid for and cost \$4,289. It is in the treasurer's report. It will arrive Thursday, Friday, Monday or Tuesday. He has located a stair climber for about \$100 to get the photocopier upstairs.

e. The seafood festival seems to have settled into the grassy lot behind the parking lot across from Los Antojitos. A 100-amp power box will be needed. Judy Biddle made a motion that the festival be held on August 23 and 24, 2022. David Blasi seconded the motion. The motion passed without opposition. Plans are continuing to evolve.

V. New Business

f. The Den Rental contract is final, signed, and ready to use.

g. The job of purchasing liquor and keeping inventory is in the process of being transferred to those who now control the Den rentals.

h. Krewe of St. Andrews brochures are in development. A possible vendor to use is Bay Blue Print in downtown Panama City.

i. Business cards are also in development.

j. Some more chairs have been rescued. We now have approximately 204.

k. The Rotary Club has requested the use of the Den on a weekly basis on Monday mornings. This is in the testing phase.

l. Moe Parker requested a purchase of some Arlo cameras for the property. He said the revenue from the Den rental can pay for them. They are approximately \$250 for 3 or 4 cameras. Judy Biddle made a motion to approve the purchase of these cameras by the krewe. David Blasi seconded the motion. The motion passed without opposition.

m. The lock on the liquor closet is being changed. Discussion continues. A suggestion was made to put a lock on Don's office since Den renters use the upstairs for changing, etc.

n. Ideas to increase membership were discussed.

VII. Questions and Other Business

a. Jerry Kelly suggested getting Krewe of St. Andrews signs on the lampposts in downtown St. Andrews advertising our group and events. Leslie Fuqua suggested a permanent billboard for the krewe inside St. Andrews.

b. Moe Parker mentioned that there is a possibility that the Legistix group would not do the Mardi Gras festival anymore. They claimed it was too much work and they get "beat up too much". We need to get more krewe members involved. The suggestion resurfaced that we need to force all members to do a certain amount of work for the krewe each year. Jay Rea is going to discuss the future with Chris Pfahl.

c. Don Cox had a new member application. Judy Biddle made a motion to accept the application of the new member. Jerry Kelly seconded the motion. The board voted to accept the new member.

d. Moe Parker said that the limits of what krewe members are allowed to do will be addressed. One thing this is intended to prevent is members making large profits from events when the profits should be made by the krewe.

VIII. Adjournment

Judy Biddle made a motion to adjourn the meeting. Jerry Kelly seconded the motion and it passed without opposition. The meeting adjourned at 6:56 PM on August 3, 2022.

Minutes submitted by: David Blasi, Secretary

Minutes approved by: Board of Directors

The Krewe of St. Andrews Board of Directors Meeting Minutes

7-Sep-2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on September 7, 2022, at 05:33 pm by President-elect Judy Biddle at the Krewe of St. Andrews Event Center, Panama City, FL. President Moe Parker was unavailable for the meeting.

II. Attendance

Attendance is recorded as follows: President-elect Judy Biddle, Treasurer Emeritus Don Cox, Secretary David Blasi and Board members Jerry Kelly and Pam Wiggins. Board member Lee Head was dialed in for the meeting. Also present were Past President Jay Rea and Lorena Kelly.

III. Approval of prior meeting minutes

Minutes from the August 3, 2022 Board of Directors meeting were sent via email to all board members on August 9, 2022 by Secretary David Blasi. Pam Wiggins made a motion to accept the minutes. David Blasi seconded the motion. The motion passed without opposition.

IV. Treasurer Report

Treasurer Emeritus Don Cox presented the financial reports. He stated that we have \$109,000 in the general fund and \$9,394 in the building fund.

He said that we had a loss for the month of \$5,319 cash basis and that we had gained more than \$3,000 from the garage sale.

He stated that it was a very non-descript month and that our year-to-date profit was \$3,736.

Don said we are down a couple of members and are now at around 214.

Jerry Kelly made a motion to accept the treasurers report. David Blasi seconded the motion. The motion passed without opposition.

V. Old Business

a. Lee Head said that no new bids had arrived for the roof leak(s) repair and to table this subject until the next meeting

b. Lee also said nothing new has happened on the box drain leading into the float barn. This is also tabled until the next meeting.

c. President Moe Parker was not at the meeting to discuss progress on the "Reverse Parade". Subject is tabled until the next meeting.

d. Don Cox stated that the new photocopier is installed, operational, and paid for.

e. Neither a 2022 Seafood Festival nor a 2022 Fish Fry could gain any traction this year so these events will probably be cancelled for the year unless someone in the krewe will step up at the Quarterly Meeting on Friday September 16th and take the reins. The offer will be made at that meeting. Jerry Kelly stated that he felt we did not run out of options but the committee responsible for the festival did not do what was needed to make it happen. Jerry was offered the festival or fish fry to be used as a benevolence fund generator and Jerry turned it down. Jay Rea stated that we were not wedded to the October 1st date. A tent was donated for our use where the pavilion was on the marina but the tent is only available through October 1st.

V. New Business

f. Liquor management is currently confined to Tom Bowdoin, the President and the President-Elect. This is evolving to include those who currently handle the Den rentals.

g. The Pirates Parade is approaching (October 8th) and there is a need to store some of the floats over the weekend due to a 2-day wedding booking at the Den. Moe Parker has offered to store them at PSA in downtown Panama City. Our floats planned for attendance are the Royal, Pirate, and American. Pam Wiggins is the point of contact for float riders. Jay Rea stated that wheel walkers are very important for the Pier Park parade because of a lack of barriers and tight route.

h. A reminder was made that the Apalachicola weekend is the first weekend in November, the Pirate Parade is October 8th, and the Krewe Xmas Parade is the 1st Saturday in December.

i. The brochures are in progress.

j. Arlo cameras ordered for the front door and gate observation and notifications. Installed and operational. All codes given will be personal so we will always know exactly who comes and goes and when.

k. The liquor closet will have access by the lock administrator, bar manager, and any authorized bartenders. A separate code will be given to each.

l. Jay Ray has not discussed with Chris Pfahl what Chris and others will do for us for our upcoming main parade and festival. Jay says he will follow up with Chris.

V. Questions and Other Business

m. Don Cox had some tax questions for Lee Head about the property donated in Pensacola.

n. Lorena Kelly reminded everyone that the Quarterly meeting was coming up on Friday Sept. 16th and asked if anyone had contacted Charlie Coram. David Blasi agreed to provide the music.

o. Don Cox stated that there was a health department inspection coming up for the Den and we need to prepare for it (fridge, freezer items are dated or tossed, bugs, dead or alive, are eliminated, etc.)

p. Don Cox said that sometimes the Den is not cleaned sufficiently.

q. Don also said that some bartenders are over-pouring drinks. We need to get back to making drinks with the proper amounts of alcohol.

r. Jerry Kelly asked if the frozen drinks served at the Coronation were a success. Judy Biddle said that more advertising is needed during the event. D.J. or someone needs to remind the patrons of the drink availability.

V. Adjournment

Pam Wiggins made a motion to adjourn the meeting. David Blasi seconded the motion and it passed without opposition. The meeting adjourned at 6:24 PM on September 7, 2022.

Minutes submitted by: David Blasi, Secretary

Minutes approved by: Board of Directors

The Krewe of St. Andrews Board of Directors Meeting Minutes

5-Oct-2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on October 5, 2022, at 05:34 pm by President Moe Parker at the Krewe of St. Andrews Event Center, Panama City, FL.

II. Attendance

Attendance is recorded as follows: President Moe Parker, President-elect Judy Biddle, Treasurer Emeritus Don Cox, Treasurer Leslie Fuqua, Secretary David Blasi and Board members Jerry Kelly and Pam Wiggins. Member Lee Head joined via phone. Also present were Past President Jay Rea, Lorena Kelly, Evette Parker and Paul Ortiz.

III. Approval of prior meeting minutes

Minutes from the September 7, 2022 Board of Directors meeting were sent via email to all board members by Secretary David Blasi. Judy Biddle made a motion to accept the minutes. Pam Wiggins seconded the motion. The motion passed without opposition.

IV. Treasurer Report

Treasurer Emeritus Don Cox presented the financial reports. He stated that we have \$108,954.14 in the general fund and \$17,522.56 in the building fund.

He said that cash flow held fairly steady but was up just a little for the month.

Don stated that one of the rentals this month was the class of '65 of Bay High. Concessions were \$1729.00.

He stated that the tax return invoice was \$5500, the tax returns are very difficult and they want to meet with us sometime after October 15th. We need to file a form with the Department of Agriculture. Don says we need to take a closer look at our tax obligations.

He said the printer toner cost \$377.00 and the Arlo Remote cameras cost \$513.00.

For the month of September, we had a \$7,600.00 profit and YTD is \$11,000.00 profit.

Don said that membership is down and needs some work.

Judy Biddle mentioned that some members are being charged a Venmo fee if they renew their membership. Don says that if the two Venmo partners are "Friends", there is no charge. Judy said that if you are being charged, you must reach out to Venmo to get them to stop charging you.

Pam Wiggins made a motion to accept the treasurers report. Leslie Fuqua seconded the motion. The motion passed without opposition.

V. Old Business

a. Lee Head said that no new bids had arrived for the roof leak(s) repair and to table this subject until the next meeting

b. Lee also said nothing new has happened on the box drain leading into the float barn and maybe we need to do this ourselves.

V. New Business

c. DaD is Dinner At The Den. The Den Rental Managers may be willing to serve dinner for the Krewe of St. Andrews events such as quarterly meetings. They would handle all of the food, make a small profit, and the Krewe makes a small profit from ticket sales. Neither Charlie Coram nor other Krewe members need to do any of the work to prepare the food. The board gave verbal agreement to pursue this possibility.

d. Moe Parker passed around examples of the new brochures and made some other suggestions for handouts. Pam Wiggins says she has pictures of some of the scholarship recipients that could be used in the brochures. There was discussion on the requested donation amounts. Leslie Fuqua stated that \$20,000 donations are very hard to get. It is easier to get 3 \$10,000 donations.

e. Moe Parker started a spreadsheet to attempt to determine what our expenses are each month/year to cover Den costs. Please see the last page of document

20221005 Krewe of St Andrews Financials

d. Lee Head insisted that when we rent the Den, we ensure that we charge for liquor correctly. A discussion ensued regarding the purchase, selling, and storage of liquor. Also a concern is having someone on site to receive and pay for the liquor when it arrives.

d. Yvette Parker stated that we charge a Den rental fee. If the renter cancels and we can rebook the date, we normally give the original renter their money back. But if we lost an opportunity to book the Den on that date, we keep the deposit.

d. Chris Pfahl has committed to handling the festival and main parade for the Krewe of St. Andrews. Some things will be moved to the parking lot by Alice's. Jay Rea stated that permission must be acquired first before any announcements are made about that parking lot. Chris Pfahl will check on the parking lot. Chris' fee has gone up slightly.

d. Moe Parker did a little research on grants. He had a little help from Vince Bubolo. Moe said that one may walk into a city or county office and, if the right person is found, that person will steer you towards the grants. Lee Head said that would be in the Budget Office. Moe said that the grant is based on the crowd size and since the Krewe of St Andrews pulls in the largest crowds, we should be able to command sizable grants.

VII. Questions and Other Business

- a. There was discussion about upcoming events (balls, parades, festivals, etc.) and an agreement was made that all dates should be published in the e-blast or newsletter for all to see.
- b. At the next quarterly meeting in November, the Den Rental Managers should deliver a proposal to provide the food for Den Krewe events.
- c. Judy Biddle asked who organizes parades. Jerry Kelly stated that it needs to be clearly decided which floats will attend which parades and who is responsible to handle.
- d. There were questions about the Stage. Who is responsible for it and what is happening to it? Lee Head said he is renting the Stage. Lee said he will find out who is altering it and how they are getting in our Den without keys. Moe Parker said he would investigate also.

VII. Adjournment

Pam Wiggins made a motion to adjourn the meeting. Judy Biddle seconded the motion and it passed without opposition. The meeting adjourned at 6:58 PM on October 5, 2022.

Minutes submitted by: David Blasi, Secretary

Minutes approved by: Board of Directors

*The Krewe of St. Andrews Board of Directors
Meeting Minutes*

2-Nov-2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on November 2, 2022, at 05:31 pm by President Moe Parker at the Krewe of St. Andrews Event Center, Panama City, FL.

II. Attendance

Attendance is recorded as follows: President Moe Parker, President-elect Judy Biddle, Secretary David Blasi and Board members Jerry Kelly and Pam Wiggins. Member Lee Head joined via phone. Also present were Lorena Kelly, Evette Parker and Ellen Davis.

III. Approval of prior meeting minutes

Minutes from the October 5, 2022 Board of Directors meeting were sent via email to all board members by Secretary David Blasi. Pam Wiggins made a motion to accept the minutes. David Blasi seconded the motion. The motion passed without opposition.

IV. Ellen Davis

- a. Ellen attended to discuss membership. She suggested we have a membership drive from November 15th, 2022 until Fat Tuesday, February 21, 2023 and the krewe member who brings in the most members is awarded a free membership at the Fat Tuesday event at the Den. The board loved this idea and encouraged it.
- b. Evette Parker mentioned that she has experienced prospective members wanting to learn more about the krewe. Ellen suggested that new and prospective members get an orientation before a Board of Director's meeting and are then invited to the board meeting to meet the directors and have a Q&A session. She cautioned that the group should be kept relatively small (about a dozen) to maintain order and focus.
- c. David Blasi mentioned that Latitude Margaritaville Watersound is a fertile ground for new Krewe of St. Andrews members.
- d. Moe Parker mentioned a few names of individuals who have approached him with interest in joining the krewe. He said the user brochures are now available and those placed on the bar counter have been taken, a good sign. Moe reiterated that there is a need to require new members to be involved in the krewe and do a minimum number of hours of service. Ellen stated that 8 hours of service is actually mentioned in the krewe handbook. She suggested that the committee chairs keep track of the hours worked.
- e. David Blasi suggested that we revisit our committees and consolidate and fine-tune them.

f. There was concern expressed that we get too many members and it becomes overwhelming. The Den and floats can only hold so many at once. We should ensure that the members we have are involved and an asset to the krewe.

g. David Blasi suggested that we put ourselves in the shoes of prospective members to see what attracts them to the krewe. There must be more than the membership fee and required hours of work to get them to join. And we need to intermingle at functions to make them feel welcome.

h. Moe Parker will send an e-version of the user brochure to Ellen.

IV. Treasurer Report

Neither Treasurer Emeritus Don Cox nor Treasurer Leslie Fuqua were present at the meeting so President Moe Parker presented the financial reports. He stated that we have a yearly net income of \$12,363.47 and an October income of \$1,081.58.

Judy Biddle made a motion to accept the treasurers report. Pam Wiggins seconded the motion. The motion passed without opposition.

VI. Old Business

a. Lee Head said that no new bids had arrived for the roof leak(s) repair and we might have to do it ourselves. He may solicit volunteers from the krewe.

b. Lee also said nothing new has happened on the box drain leading into the float barn and either we have to wait for one to come in or build one ourselves.

c. Moe Parker, Don Cox and Chris Pfahl are working on the “reverse” parade in downtown Panama City.

d. Regular parade stuff is moving although there has been no feedback from the city to Chris Pfahl. Artwork just went to Chris Pfahl and Moe Parker has started talks with Jennifer (Destination Panama City). Moe says he will acquire a printout from Missy of parade details so we will have what Chris uses each year.

VII. New Business:

a. Moe Parker said we need to use previous donations for gates to install a gate that has a code and is automatic.

b. Moe said the brochures are finished and a sponsor draft is ready to have a grammar check. He also said he is working toward making our website match up to our brochures. Also, we need to decide where to put sponsor signage in our place or on our floats.

VIII. Questions, and Other business

- a. Evette Parker covered the following topics:
 1. The sign at the street in front of the Den needs work. It is not angled correctly, is not well lit, and is easily missed.
 2. We need more lighting outside of the Den, especially in the parking lot. And the existing light over the parking lot needs repair.
 3. The parking lot needs grading again. It has numerous craters in it.
 4. The inside of the Den desperately needs fresh paint.

IX. Adjournment

Lee Head made a motion to adjourn the meeting. Pam Wiggins seconded the motion and it passed without opposition. The meeting adjourned at 6:33 PM on November 2, 2022.

Minutes submitted by: David Blasi, Secretary

Minutes approved by: Board of Directors

*The Krewe of St. Andrews Board of Directors
Meeting Minutes*

14-Dec-2022

I. Call to order

The monthly meeting of the Krewe of St. Andrews Board of Directors was called to order on December 14, 2022, at 05:27 PM by Secretary David Blasi at the Krewe of St. Andrews Event Center, Panama City, FL. President Moe Parker and President-Elect Judy Biddle could not attend the meeting.

II. Attendance

Attendance is recorded as follows: Secretary David Blasi and Board members Jerry Kelly, Pam Wiggins and Lee Head. President Moe Parker, President-Elect Judy Biddle, and Treasurer Leslie Fuqua could not attend. Also present was former President Jay Rea.

III. Approval of prior meeting minutes

Minutes from the November 2, 2022 Board of Directors meeting were sent via email to all board members by Secretary David Blasi. Lee Head made a motion to accept the minutes without reading them. Pam Wiggins seconded the motion. The motion passed without opposition.

IV. Treasurer Report

Treasurer Emeritus Don Cox presented the financial report. He stated that on November 30, we had \$108,828.78 in the Cadence bank account and \$17,086.47 in the Centennial bank account.

In the month of November, real estate taxes of \$1542.00 including \$811.00 for the 2 lots were paid and Don filed for the homestead exemption that will kick in in 2023.

For the month, we had a small loss of \$821.00. YTD we have a \$11,478.00 profit.

The membership application was then discussed. Don Cox said that he has included the following on the application: (1) A new member must attend a new-member orientation, (2) The \$200 membership fee is non-refundable upon approval of the application, and (3) a signature line has been added for the new member to commit to the terms of the application.

David Blasi made a suggestion that the new member be required to be on at least 1 committee. This will cause the new member to browse the committee choices, pick at least one of interest, and then the committee chair can drive the new member to be involved.

Pam Wiggins wants the wording to say that the new member must be an “active” participant on the committee.

Don Cox suggested that the committee choices be given and the new member can choose their top 3 or top 4 by priority.

Jay Req suggested that a new member be assigned to a float and then be expected to help work on that float for the privilege of being a part of it.

Jerry Kelly made a motion to accept the treasurers report. Lee Head seconded the motion. The motion passed without opposition.

V. Old Business

a. Lee Head said that a good bid has come in for the box drain at the exit of the float barn. A price of \$6500 will result in a drain that extends from one foot beyond the door on the street side to three feet past the retaining wall behind the float barn so that the water dumps into the swamp. That covers everything, the box drain, grate, concrete, etc. The other bid was \$8500. Pam Wiggins made a motion to approve the \$8500 to install a box drain at the opening of the main float barn. Jerry Kelly seconded the motion. The vote was unanimous. All in favor.

b. Lee also said that since we are into the cooler weather, he can get some of his guys to drive the fixing of the roof leaks with help from some of the krewe members.

c. Chris Pfahl sent a document with updates on the Krewe of St. Andrews Mardi Gras Festival. See document titled "20221214 Mardi Gras Update for board meeting from Chris Pfahl.pdf".

Pam Wiggins stated that we MUST see the parade application. The scheduled dates for the festival are Feb. 8-10. That needs to be Feb. 10-12. Pam stated that the parade starting time was also incorrect. Pam was also adamant that a sufficient number of port-a-potties be available.

Jay Rea pointed out that there should be no side deals or alternate profit-making endeavors taking advantage of our festival. All vendors and activities should be to support the Krewe of St. Andrews Mardi Gras Festival.

d. The Twelfth Night dinner is slated to be held at Alice's. Audrey Schull is the current baby momma and is driving the event.

VI. New Business:

a. Bids have been secured to have the inside of the Den painted and new baseboard and molding applied. The bids came in at \$3850 and \$5150 for painting and \$850 for the baseboard and molding. Floor repair was also discussed because it would be wise to fix the floor before dealing with the baseboard. Lee Head said that to replace the entire floor would cost about \$20,000.

Pam Wiggins made a motion to allocate \$6500 for the painting, baseboard and molding. Jerry Kelly seconded the motion. The vote was unanimously in favor. It was stated that it would take about a week to complete so scheduling will be arranged.

b. Moe is still researching a new automatic entry gate with coded lock.

b. Jerry Kelly is working on getting the light fixed in the parking lot. Electrical will be run to the sign by the street so we can add brighter lights to it. The current court cleared out some

of the foliage from the street to the gate. Ideas were offered about lighting the existing sign by the street, adding “Event Center” signs by the street or on the sides of the driveway, and purchasing signs with reflective tape that could simply be pushed in the ground on event days directing guests to the Den.

- b. Discussion on the brochures was tabled since Moe knows the details and he could not make the meeting.
- b. A door was recently added leading into the bar to keep guests from entering the bar during events.
- b. The ladies who currently rent the Den are working on drink prices. Increase suggestions. It was suggested to raise the price of each type of drink by \$1.00. More to follow.
- b. Peter Slatcoff is working on a plan for paving parts of the parking lot. More later.
- b. Lee Head said he has consummated the donation of his property in Pensacola. The idea is to create building(s) with partitions that Pensacola krewes could rent from us to store their floats. The land consisted of 3 parcels. Parcels 1 and 3 will be used for Krewe of St. Andrews income. Parcel 2 was sold to a third party. Lee said that the larger lot came to \$329,000.00 on the appraisal and the smaller lot was \$35,000. Lee suggested we contact the 14 krewes in Pensacola. He said he has communicated with 3 of them already.

VII. Questions, and Other business

- a. Pam Wiggins is handling the kid’s parade.
- b. Pam will announce a bead order soon.
- c. There is some frustration with the float captains. Some don’t respond or only show up once a year. Jay Rea suggested a memo be sent to all float captains, reminding them that the floats belong to the krewe, and that the krewe has the right to commandeer the floats if necessary.

Pam Wiggins suggested that each captain that is slow to respond be asked if there is someone on the float who can act as a substitute. Lee Head said that this request should be done by the board.

VIII. Adjournment

Pam Wiggins made a motion to adjourn the meeting. Jerry Kelly seconded the motion and it passed without opposition. The meeting adjourned at 6:45 PM on December 14, 2022.

Minutes submitted by: David Blasi, Secretary

Minutes approved by: Board of Directors