

Krewe Of St Andrews Monthly Board of Directors Meeting Minutes

Meeting Date and Time	
Date of Meeting:	June 05, 2024
Time of Meeting:	5:30 PM
Meeting Location	
Location of Meeting:	KOSA Den 1561 1/2 Chandlee Ave Panama City, Florida 32405
Meeting Attendees	
Present at Meeting:	Paul Ortiz, Pamela Wiggins, Eric Billot, Jan Cox, Lorena Kelly, Donna Williams, Patti Stinson, Don Cox, Peter Slatcoff, Julie Slatcoff, Jerry Kelly, Lee Head, Tina Head, Sharon DiTomasso,
Absent from Meeting:	Kurt Bergman (Secretary) Out Of Country

The regular meeting of the Board of Directors of Krewe Of St Andrews was called to order at 530 PM on June 05, 2024 at KOSA Den by Paul Ortiz, President.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved .

III. Consideration of Open Issues

1. Treasury Report

Don Cox

General review of the monthly treasury report, den reservation activities and financial position of KOSA.

\$90,4521.56 Cash on Hand

Significant collections associated with the Golf Tournament (rained out), \$1,600 concessions on 2 events but generally a slow month.

Sharon has been very busy in booking the den, reservation deposits are reflected under den rent.

Several cash donations associated with various items (red fish festival, ice machine) Sponsorships - 2 corporate sponsorships added (Waffle Shop \$5,000 and Better than Massage)

General discussion around what the sponsorship barrier signage quantity. Not resolve 1 or 3 and how long.

IV. Consideration of New Business

1. Law Firm Membership Discussion

Don Cox

Don discussed a local law firm that has expressed interest in sponsoring membership for his entire office (approximately 20 personnel).

Discussed the potential for the group to be the driver for the Kids Parade or Marshal. Will contact and discuss with the firm.

2. Den Dance - Worth It?

The Den Dance made \$793 in sales; Bar Made \$727 in sales and \$112 in tips/donations. Total \$1,632.

This was a good event

3. Membership Dues - Non Current List

Don Cox

Discussion regarding the current list of personnel that are not current on dues or have the delta between their prepaid \$400 dues without the \$50 increase that still needs to be covered.

Outstanding dues current total is \$1,600 that is of concern

4. Den Donation Supporting Senior Citizen Outreach

Sharon DiTomasso

The den was contacted with a request for the Krewe to donate the use of the Den for 4-5 hours on an upcoming Sat/Sunday in August (we only have a couple of openings in that month) supporting a local chef that is donating staff, time, food and services to support a local Senior Citizen/Elder Care outreach.

Discussion: would provide positive advertising/messaging for the Krewe.

Who has the responsibility for setup/cleanup? The Den, the speaker stated they would donate their time to take care of it.

The board stated support but would like additional details and logistics for final approval and a guarantee that KOSA gets named as a sponsor.

5. General Den Update

Sharon DiTomasso

There is a need for a Ice Machine maintenance, cleaning and inspection checklist to ensure we are compliant with health and safety standards.

6. Fall Festival Committee

James Weber

Concern regarding the Festival and the rescheduled golf tournament both occurring in September.

Concern regarding the lack of a continuity binder of the event. The current committee while committed don't have a lot of guidance or direction.

Discussion: Taste of St Andrews went well, that was where the money was made. This occurred on Friday Night.

There was not a lot of money made on Saturday (poor location, limited marketing and difficult to see, rained out on Sunday)

Need to establish and Date

Minimize to 1-day? If yes, need to significantly expand the event. Can we use the paved area at Los Antojitos?

Relocate the band to be more visible to the road

Established an Eventbrite site to sell tickets.

Check with PC to see what else is scheduled in September

Targeting September 20th.

7. Maintenance Committee

Jerry Kelly

MX Committee met on June 7th, 5 members in attendance.

Identified and developed project list. Need to understand funding. There are a lot of upkeep projects that are not emergency but do need to be accomplished (a series of examples were provided.)

Discussion: If it is \$200 or less, proceed. If more seek approval

Establishing a MX request form to be posted in the den to allow personnel to identify issues.

Front door repair and paint. Threshold paint.

AC Closet door needs to be repaired. \$150

Ramp on Back deck estimate \$150-200.

Discussion regarding repurposing the Bar Trailer money to maintenance. This was nixed as the Bar Trailer is still a desired capability.

Submit projects in excess of \$50 to the board and they will review and approve through email to expedite.

Need to reimburse the Mx team for 3#s of screws and \$6.

Termite personnel serviced the den on the 8th.

Is there a monthly budget or is a series of requests.

8. 4th Of July Parade - Lynn Haven

9AM early morning parade.

KOSA will be rolling the All American and the Royal Float in the parade.

Application is complete but we still need to submit the Veteran Day parade application.

Tina is the point of contact for riders.

9. Barn And Kruiser Float Rebuild

Lee Head

Kruiser float has been gutted down to the frame. Lee is reframing the float at no cost to the Krewe. This will develop a first-class frame and foundation for a new Kruiser float.

Need someone to step up and build it.

Lee has looked at reorganizing the float barn layout. Includes putting 4 across the back of the barn with 3' spacing. Using the smaller floats. This is to make room for the new float.

Need to reach out and get a new captain and riders for the Kruiser float and understand the new float (the Love Boat),

10. Mardi Gras Event Site Layout

Lee Head

Lee presented a layout for the upcoming MG season to increase throughput and sales.

Proposes that we set aside a location that pushes the crowd through our vendors and expands VIP space with bar and conditioned port-a-let trailer and enable the VIPs to be connected to the parades at the turn.

VIP Package: Parking, bar, toilet and VIP location

Additional packages give all access VIP viewing, shuttle, music venue, VIP area.

Recommending that KOSA reaches out to local lions and elks to run the parking lots and shuttles.

Last year we had too much food and not enough other crafts and areas of interest. Not enough bars.

We need to refocus on events and managers that are not getting money upfront, that participate in a percentage of success.

How do we pay for this: Lee is willing to bank it the first time Sponsorships on the barriers and the festival signage. Entry fees for the floats, parade bars, vendors. Use our license, our liquor and out folks to drive money to the Krewe.

The focus is to make money, but also enable the Krewe members to enjoy the day and come back for some music and not be conflicted with having to work the events.

We need to stop killing ourselves to make \$10K we should be making \$100-200K per year.

Basing ticket for \$80 3 day ticket.

Lee needs approval to keep moving forward with planning and then once additional details and logistics will request a special board meeting with the organizers to get final approval.

Motioned and approved unanimously

11. Membership Committee

Buko nigh is June 27, need to push out via PR and advertising.

12. Associate (non-sponsored) Members

Board needs to stay on top of the Non-sponsored members for their 6 month renewals. Pam will take this on, just needs the applications.

13. Audit

Eric is coordinating the audit committee, and we owe it to the membership and need to have a report out. Eric will push to have this complete prior to the upcoming quarterly meeting.

14. POS System Update

Don Cox: Investigated upgrading the current subscription that allows for cost of sales, stock and other features. \$79/month appears to be one of the best options for the Krewe due to familiarity with the system. Allows for inventory management broader than just the bar.

Would allow for maintaining CC information for bar tab, allow for a CC fee that makes a little money. We would need a printer, barcode scanners and some other equipment.

General discussions ensued – direction was that for the premium we would need to renew anyways. We want to compare with other systems that would require new equipment. Just need to follow up on the discussions for the next meeting.

15. Grant Updates – Patty Stinson

Submitted and will update at the next meeting

16. Public Relations/Website – Patty Stinson

Want to know if the Coronation of the Luau are open to the public and should be on the website. The answer was not, but the Bunko is open and needs to be advertised.

Membership items are not open to the public, they are open to other Krewe's personnel as guests through the ambassador program but should not be on the public page.

17. Committee Chair Meeting – Kurt (not available)

Need to schedule the committee chair meeting.

18. Termite Status – Paul Ortiz

The den has termites and are being treated.

19. Quarterly Meeting – Paul Ortiz

Board will be responsible for setup, serving and breakdown. We just need music and microphone. No one stays to dance, so main music is not needed. Set up will be the day before. Jud and company will be doing the cooking. \$20 Dinner ticket.

Next meeting is 6 September.

20. General Discussions

- Car show and truck raffle is next Sunday. Need support. (P. Slatcoff)
- Kruiser float assignment requirement is a membership responsibility. Membership needs to be informed that the float is available but a Captain is needed (this is outside of membership)
- Who is covering the costs of equipping the float? The person that is taking over will be

responsible. The float has a \$500 allowance that can be proposed to the board for any bigger improvements.

- There needs to be a proposal for any reimbursable costs like generator and sound system.

V. Agenda and Time of Next Meeting

The next meeting will be held at 5:30 PM on July 03, 2024 at:
KOSA Den

1561 1/2 Chandlee Ave
Panama City, Florida
32405

The agenda for the next meeting is as follows:
Committee Updates

The meeting was adjourned at 7:00 PM by Paul Ortiz, President.

Minutes submitted by: Kurt Bergman, Secretary

Minutes approved by: KOSA Board