

# **Krewe Of St Andrews Monthly Board of Directors Meeting Minutes**

## **Meeting Date and Time**

**Date of Meeting:** Wednesday, February 05, 2025

**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, Jan Cox, Lorena Kelly, Donna Williams, Judy Biddle, Eric Billiot, Don Cox, Kurt Bergman.  
Called In: Judy Biddle by phone but difficulty in connection so dropped.

The regular meeting of the Board of Directors of Krewe Of St Andrews was called to order at 5:30 PM on February 05, 2025 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
  - i) General review of the monthly treasury report, den reservation activities and financial position of KOSA. Issues raised:
- 2) Float registration for the parade is lagging, expect it to catch up as the parade gets closer
- 3) Vendor registration 42 paid, 32 not paid
  - i) Approved Unanimous with Ball question noted.
- 4) Annual Meeting and Election  
Paul Ortiz
  - a) Tom Stukenborg is preparing Food; Board is serving
  - b) Candidates for President in waiting, General 4, King and Queen
    - i) No Prince or Princess, Knightd or Ladies candidates
  - c) Lori Cowan is staffed to run the elections
  - d) Meeting set up will be accomplished by leaving set up from Mardi Gras party (Chairs on table to allow cleanup, leave tables and chairs out)
  - e) Pam will ask Patty to prepare and collect the Committee sign-up sheets

- 5) Constant Contact  
Kurt Bergman
  - a) Need to finalize the set up and link to the PayPal account (of coordinate with Moe to get access to the Krewe PayPal account that was set up for another drive)
  - b) Will utilize Constant Contact for the upcoming annual meeting and associated events to test the system and begin moving toward full implementation.
- 6) License Plates for the Floats  
Paul Ortiz
  - a) Don stated that we have 3-4 plates for the traveling floats and that it is adequate

### **Consideration of New Business**

- 7) Need to Increase Engagement  
Paul Ortiz
  - i) We continue to see limited participation across the Krewe and need to drive and increase participation from the membership.
  - b) Communications was highlighted as an issue, currently only 75% open the e-Blast and that it needs to be more dynamic. The appearance and listings do not seem to change.
- 8) Website and Calendar:  
Jan Cox
  - a) Often there is a conflict between the e-Blast and the Facebook site regarding events
  - b) Website should be the “source of truth” but is not being updated. Pam now has access and is learning how to update.
- 9) Media Interviews Talking Paper and Media Brochure  
Paul Ortiz/Pam Wiggins
  - a) Pam outlined the current interviews that are being requested by media and those that have been conducted.
    - i) Be prepared to respond to requests for interviews as we approach the Parade and Festival.
    - ii) Keep your jacket in the car and a couple of copies of the *Media Talking Points*
  - b) Paul asked about the Media Brochure that was being done by Leisa Ward, no update
- 10) Ball Dress Code Enforcement  
Paul Ortiz
  - a) Where and How do we enforce the Ball Dress code, do we ask them to leave if not compliant?
  - b) General Discussion focused on the need to enforce the dress code at the ball for those who are non-compliant.
  - c) It was also discussed about the need to very direct and deliberate clarity and communication around the expectation. Just including on the invitation is not sufficient.

11) New Member Communication

*New Member from the floor*

- a) Need to engage more with the new membership and more hand holding to shepherd them through their introduction to the Krewe, our events, how to participate and be there to help them with details of events etc... This is the responsibility of the Sponsor, for non-sponsored, the board needs to assign a sponsor.

12) Specialty Beads

Paul Ortiz

- a) The Queen has them and will distribute prior to the parades.

13) Bling Jacket as Uniform

Paul Ortiz

- a) Do we want to designate the KOSA BLING jacket as our official Krewe Costume. This would allow Krewe members to wear the jacket to other events where there is a designated "dress code or Krewe costume"
- b) Discussion revolved around adding another cost requirement to new members that would make it prohibitive.
- c) Currently there is no official requirement for members to have a jacket.
- d) General discussion and decision was no this would not be a good effort.

14) Float Captain and Driver Meeting

Pam Wiggins

- a) Mandatory Meeting on February 12<sup>th</sup> and the Den for all drivers and captains.

15) New Lead for Newsletter

Julie Slatcoff

- a) Julie can no longer physically develop and distribute the newsletter. This needs to be moved to a new person. This will be assigned as part of a new committee signup at the annual meeting

16) Mardi Gras After Party Location

Lee/Tina Head

- a) Where does the Krewe want the after-party location to be at the festival.
- b) Discussion around whether Krewe Members would all spring for the VIP experience. Recommendation was to just establish a general Admin location adjacent to the VIP area that was set aside for the Krewe.
- c) There may be a 1-day VIP pass available in the future but was not available at the time of the meeting.

17) New Member

Don Cox

- a) John Kippler (a former member 2005-2010) has reapplied for membership
- b) Kurt Motion/Eric Second Passed

**Floor Open**

18) Charges to Ball Attendees who RSVP but do not show

Don Cox

- a) It was agreed that members that RSVP for the ball and do not attend will be charged the cost of the meal.

19) Newest Float: KoSA Express

Pam Wiggins

- a) Reimbursement request for \$1,100 to pay to have the balance fixed on the KOSA Express. The removal of the back portion of the float (prior to the Express team) puts too much weight on the trailer hitch. Needs to be fixed.
- b) Motion (Kurt) to approve \$1100 total, for needed Mods. Second (Eric).  
Unanimous.

20) **Agenda and Time of Next Meeting** The next meeting will be

held at 5:30 PM on March 5, 2024 at the KOSA Den

21) 1561 1/2 Chandlee Ave  
Panama City, Florida  
32405

22) The agenda for the next meeting is as  
follows: To be outlined by the President

23) The meeting was adjourned at 7:02 PM by Paul Ortiz, President.  
Minutes submitted by: Donna Williams, board Member

24) Minutes yet to be approved by: KOSA Board