

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

## **Meeting Date and Time**

**Date of Meeting:** April 8, 2026

**Time of Meeting:** 6:00 PM

## **Meeting Location**

**Location of Meeting:** KOSA Event Center  
1561 ½ Chandlee Ave.  
Panama City, FL 32405

## **Meeting Attendees**

Chris Smith, Rick Hayward, Micah McCormick, Pam Wiggins  
Jon Biddle, Eric Billot, Charles Coram, Carlos Cintron  
Patty & Walt Stinson, Gerry Reese, Lorena Kelly, Pam George  
Ann Hayward, Sharon Di Tomasso, Ashley Dunnigan, Don Cox

The regular meeting of the Board of Directors of Krewe of St. Andrews was called to order at 6:00 PM on April 8, 2026 at KOSA Event Center by Chris Smith, President.

## **President Address to Attendees**

Chris thanked everyone for their attendance. He reminded everyone that this is a Board meeting and all topics will be discussed by the Board first. Once the topic has been discussed if anyone in the audience had any remarks they would be called on at that time.

## **Review of Special Board Meeting Minutes**

The minutes of the Special Board Meeting held March 25, 2026 was distributed for review in advance of the meeting. The minutes of the Special Board Meeting were reviewed and unanimously approved.

## **Previous Business**

1. Membership Handbook – The Chair of the membership committee tasked a subcommittee review the handbook to be sure that handbook meets all needs of our membership. The subcommittee has not been able to complete their review due to other Krewe commitments. It has also been requested by Carlos that additional

dialogue on the roles and expectations of the members of the Royal Court as well as which crew events those members should be expected to attend. A motion was made to table this topic until the May meeting, it was approved.

2. Vernon Heritage Festival Float Rental – Cajun Queen – April 25, 2026 – This is an informational update. A vote was made prior to the meeting to rent the Cajun Queen for \$700 and to provide a driver for \$150. Krewe member Jerry Reese has accepted the role of driving and returning the float to the barn. City of Vernon has agreed to our fees. Jay Rae is preparing the rental agreement for \$850. Once the City of Vernon approves the agreement, Chris Smith will execute it as President. Kurt Bergman, Cajun Queen float captain, is aware of the timeline and will have the float ready in time.
3. Member Survey Results – The key notes are listed in the agenda for tonight (copy attached). From the survey it was noted that we could probably find a better approach for reservations and or registration of membership before the event and for those participating outside groups, i.e. Springtime Tallahassee and Krewe of Mac. It was noted that we could probably use our own point-of-sale system at the events. Execution of regular surveys of our membership can provide useful information of the health of our organization. The next survey should be either prior to or immediately following the next quarterly meeting in June.

### **New Business**

1. Urgent Business/Decisions – Rules of Engagement – There are times when actions are needed on a time-sensitive basis from the Board. There are many ways this can be handled, text, email, google forms. Text and email can be messy with a group of people. Comments can get out of order, or resolutions can get resolved but someone misses it because other comments were made after. Google forms is an alternative. It is the same approach we use for the surveys of membership. We can present a topic open opportunity for discussion and voting all in one forum. Chris will be the admin for the google forms. He will set it up and monitor. When a topic is complete, the form can be saved as a PDF. Chris will test the google forms before the next meeting.
2. Open Actions List
  - a. HVAC – Our current system needs to be evaluated to determine if there are ways we can get better service out of it. The evaluation should include rezoning the building or changing thermostats what can utilize additional sensors. An estimate was received for installing 2 mini splits. Decision was made to have current

- provider come in and evaluate the system as well contacting an outside provider to do the same.
- b. Grounds Maintenance – Current provider is doubling the price from \$200 to \$400. Decision was made to get 3 new quotes. Don Cox is going to provide a list of what the current provider does. Charlie is going to take the lead of getting quotes. Motion was made to continue current provider for another month at the increased rate of \$400. Approved.
  - c. Box trailer – Rick gave a brief description of his review of the trailer without taking the axels off. His estimate \$500, however, the axels have not been serviced and probably will be more expense. The trailer is only worth \$1000 maybe. Decision was made to sell it.
  - d. Calendar events incorporating float hosted events into social – Micah was unable to attend. Float Captains have not been asked about taking on responsibility for a social. If this is to move forward a mandatory meeting with the float captains needs to be scheduled. Motion to table and schedule captain meeting was made and approved.
  - e. POS System upgrades vs new system – Rick updated the 2 systems behind the bar. 3 iPads are out of date and can't be updated. Systems need to be the same since they are on the same network. Chris recommended a subcommittee to review and research, Rick, Micah, Sharon, Ashley and Carlos, and bring a recommendation to the May meeting. Motion and approved.
3. Finance Committee Credit Administration - Finance committee requested that Tom Bowdoin and Lee Head be removed and Carlos Cintron and Ashley Dunnigan be added. Eric believes people cannot be removed without closing the credit card. Ashley was told it could by the Bank. Eric, Carlos, Ashley and Don will find out if it can be updated or if it will need to be closed. All receipts need to be submitted ASAP, or an email outlining charges if no receipt.
  4. Policy creation of Float Rental requirements and fees – Adopt and accept guidelines for float rentals. Theme Float Rental, \$700, Generic Float Rental \$600, Driver \$50 per hour, to be determined for each event in advance of contract. If the driver is not a Krewe member, they are to provide a copy of driver's license and insurance. Motion to accept the adoption of the policy was made, second and approved.
  5. Ball Budget Increase Request – Request from Judy Biddle to increase to \$1000. Judy asked Pam to speak on her behalf. There is not enough information for the request. Current budget is \$4,500. Budget needs to be made and submitted. Anything over \$4,500 is at the King and Queen's discretion. Motion to table second and approved.

6. Social Chair resignation – only one committee member asked to be removed from the committee. However, no one wants to take over. A chair is needed. Someone needs to take on Queen of Hearts at the events, selling tickets. This is informational only. Pam mentioned that the social committee should be handling socials only. The major events like the coronation should be handled by those who understand the event.
7. Adoption of Luau as next Quarterly Meeting on June 19 – Board to take on the Luau. This is a charged event. Contract with Gene Mitchell is already in hand for \$250. Motion to accept Board responsibility and Gene Mitchell, second and approved.
8. Chamber of Commerce Membership Renewal – Motion was made to continue the membership renewal. Second was made and approved. Finance Committee was directed to pay renewal fee.
9. Future Main Parade Dates (2027-2031) – KOSA dates are always the second Saturday before Fat Tuesday. Motion to accept dates, second and approved.
10. Ambassador Committee – Consideration for Ambassadors, Application Dan Fuqua and Leslie Fuqua – approved. Another application, Marie Hendricks for ambassador. Does she meet all requirements, Chair of a committee and member of the court? Motion to accept Marie Hendricks as an Ambassador was made, second and approved.
11. Secretary requesting to have a proxy to record minutes for May Board meeting – no one objected.
12. Committee Report – Jan Cox gave update on Breast Cancer Awareness (attached). Road Rally update from Patty and Gerry. Only 1 signed up. Important to get information out. Need at least 10 teams to move forward or it needs to be cancelled.
13. Chris appointed Pam Wiggins to coordinate the community outreach.
14. Budget – Carlos presented the budget (attached). Motion to approve budget, second and approved.

The meeting was adjourned at 8:05 PM by Chris Smith, President.

Minutes submitted by: Rick Hayward, Secretary