

Tallahassee ParrotHead Club  
 Not So Board Meeting Minutes  
 Wednesday, November 9, 2016  
 6:30 – 8:30 PM at Milano's



Not So Board Members:			
•	Glenn Barker – Captain		Fred Davis – Member at Large
•	Ron Crolla – First Mate	•	Leane Rhodes – Member at Large
•	Mary Hinkle – Purser	•	Susan Crolla – Member at Large
•	Abby Dunn – Scribe		
Club Members:			
•	Ed Boyack	•	Gayle Brett
•	Les MacDill	•	Hal Mardenborough
•	Sherri Wilson		

Agenda:
Meeting called to order at 6:37 PM.
1. Meeting Etiquette <ul style="list-style-type: none"> <li>• Be respectful of each other.</li> <li>• Raise your hand if you want to speak while someone else is speaking.</li> <li>• Hold side bar conversations until the end.</li> </ul>
2. Pub Crawl – Ron Crolla <ul style="list-style-type: none"> <li>• The pub crawl starts on Saturday 11/12/2016 at 5 PM at the Midtown Caboose. Next stops are Brass Tap and Finnigan's, finishing up at Krewe de Gras.</li> <li>• We're going to crawl as a group and Ron will provide leis for everyone. Members can wear club t-shirts.</li> <li>• Each stop is donating a \$50 gift cards. There will be drawings for the gift cards and a grab bag at each stop. Donations for goodies to put in the grab bags are welcome.</li> <li>• Proceeds from the Pub Crawl go to the Leon County Humane Society.</li> </ul>
3. TPHC Holiday Parade <ul style="list-style-type: none"> <li>• The Holiday Parade will be on Saturday 12/3/2016.</li> <li>• Sherry Foster sent in the registration. Jason Forster will pull the trailer.</li> <li>• Glenn will contact Sherry for more details including the theme for the parade.</li> <li>• A motion was carried to spend up to \$300 on leis and beads for the parade.</li> </ul>
4. Holiday Party – Penny Weimer <ul style="list-style-type: none"> <li>• The TPHC Holiday Party will be on Saturday 12/10/2016 at The Junction @ Monroe.</li> <li>• Jeff Brewer will play music for \$200.</li> <li>• Penny asked the board for decisions on party details. Motions carried to approve a budget of \$350 to pay for the party, allow members to invite guests, and start the party at 6:30 PM.</li> <li>• Ron will contact Penny about the board's decisions.</li> </ul>
5. Simplelist Project – Ron Crolla <ul style="list-style-type: none"> <li>• The club's email system is moving from Yahoo Groups to Simplelists because club members don't consistently receive emails from Yahoo Groups without a yahoo account.</li> <li>• The email service costs \$8 a month. The club will be migrated to the new service by the end of the year.</li> <li>• Ron will send announcements to the club as we move through the transition.</li> </ul>
6. TPHC Website Overhaul – Ron Crolla

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<ul style="list-style-type: none"> <li>The TPHC website is hosted by GoDaddy. Each time Ron logs in to administer the site, he's prompted to upgrade the software which requires the website to be blown away and rebuilt.</li> <li>Ron will rebuild the website before the end of the year and will notify members prior to redesigning website.</li> </ul>
<p>7. Calendar of Events/Deadlines</p> <ul style="list-style-type: none"> <li>According to the by-laws, membership renewal notices are due to go out by 12/7/2016, which is the first meeting in December. Mary will send the renewal notices to the club.</li> <li>The proceeds from the December 50/50 drawings will go to the Christmas Connection. Penny will contact the Christmas Connection to adopt a family and get a list of items needed. The club can bring donations to the 5<sup>th</sup> Wednesday social in November.</li> <li>Ron will contact Casey Jones to find out if Casey's willing to serve as the Christmas Connection Charity Sponsor.</li> <li>Friday Phorays will be taken off the calendar.</li> </ul>
<p>8. Review Action Items</p> <ul style="list-style-type: none"> <li>Generic Business Cards           <ul style="list-style-type: none"> <li>Abby sent electronic copies of the current business cards to a friend that's a graphic designer. The designer agreed to come up with a couple layouts for a generic business card where members can write in their names and contact information.</li> <li>The current business cards have the locations for 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays printed on the back. We don't have a regular place for 1<sup>st</sup> Wednesdays right now so a decision will need to be made about how to handle that aspect of the design for the card.</li> <li>Abby will try to get the new cards designed and ordered before the end of the calendar year.</li> </ul> </li> <li>Ability 1<sup>st</sup> Wheelchair Ramp Build           <ul style="list-style-type: none"> <li>Leanne had previously asked Penny to contact Kevin Ogden about scheduling a date for the November ramp build. Ron will contact Penny for a status update.</li> </ul> </li> </ul>
<p>9. New Business</p> <ul style="list-style-type: none"> <li>Financial Update           <ul style="list-style-type: none"> <li>The club has about \$4,300 in checking and a little over \$2,000 in savings.</li> <li>A motion carried to transfer \$1,000 from checking to savings to reimbursement the club for Phrenzy expenses.</li> <li>An announcement will be sent to the club on the final amount raised from the Phrenzy after we receive the last sponsor check.</li> <li>Mary will do the reconciliation and send a financial statement to the board.</li> </ul> </li> </ul>
<p>Meeting adjourned at 7:32 PM.</p>

Action Items:

	Date Assigned:	Action Items:	Assigned To:	Due Date:
1.	7/27/2016	CLOSED - Order generic business cards for the club.	Abby Dunn	9/14/2016
2.	9/14/2016	CLOSED - Notify the Club about an Ability First	Leane Rhodes	11/9/2016

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		wheelchair ramp build in November.		
3.	11/9/2016	Send membership renewal notices to the club by the first meeting in December.	Mary Hinkle	12/7/2016
4.	11/9/2016	Pay the post office renewal fee.	Mary Hinkle	Upon Receipt
5.	11/9/2016	Send a final 2016 Financial Statement to the board.	Mary Hinkle	12/31/2016
6.	11/9/2016	Send the 2016 Annual Report to PHiP.	Abby Dunn	1/31/2017