



## Emerald Coast Parrot Head ExComm Meeting Agenda October 9th, 2023

### Call To Order Time:

### Attending:

### Absent:

#### **I. President's Report - Matt McPhillips:**

- A. PHIP:** members can submit business info flyer to president Bill Brehm for a directory of businesses/offers promoting their businesses, (detailing who you are, what you do, where, when, why, contact info, the benefit/special offer/discount/charity donation you will offer to PHIP membership, logo -- a one page ad to promote your business and get people to contact you; if you can't create a flyer, send info to Bill Brehm & he will create one for you); Sherine Price added this to our newsletter to inform our members.
- B. ECPHC:** offer similar business/offers directory on our club website? Free or fee?
- C. Volunteer of the Year Selection:** Kathlene Armbruster has done a tremendous amount of work for the club.
- D. Gifts & Recognition for 2023 Volunteer of the Year & Outgoing Board Members:**

#### **II. Vice President's Report - Bob Armstrong:**

**A.**

#### **III. Secretary's Report - Sherine Price:**

- A. Minutes:** Minutes emailed to ExComm Members
  - 1. **MOTION:** Accept Minutes
- B. Revised Club Activities Spreadsheet:**
- C. New ExComm Folders:**
- D. Jimmy Buffett Tributes Photos/Videos Submitted to PHIP by Sherine Price**

#### **IV. Treasurer's Report - Kathy Imgrund:**

- A. Financial Report:** Financial Report emailed to ExComm Members
  - 1. YTD Income:
  - 2. YTD Expenses:
  - 3. Account Balance:
  - 4. **MOTION:** Accept Financial Report

**B.**

**V. Membership Report - Kira Bell, Chairperson/Member At Large:**

**A. Total Members:**

**B. Membership Feedback:**

**VI. Communications/PR Report - Larry Cowsert, Chairperson/Member At Large:**

**A. Membership Feedback:**

**B. Newsletter:** Sherine Price has been keeping it updated

**C. Upcoming Chamber of Commerce Events:**

**D. PR Updates:**

1. Destin Life
2. Oro Italian Street Food
3. Neighbors of Bluewater Bay article in October Issue

**VII. Community Events Report - Mary Kenyon, Chairperson/Member At Large:**

**A. Membership Feedback:**

**B. Meeting/Phlocking Themes:** 10/13 Halloween. 11/10 Thanksgiving/Turkey? 12/8 Christmas.

**C. Harry T's Banner:** Sherine Price will measure blank space 10/13 & order sticker.

**D. Venues Issues:** Membership needs to know we have addressed these.

**E. Parade Float Renovation Project:**

1. Design & Photos:
2. Budget & Actuals:
3. **MOTION:** Approve Budget

**F. Charities List:**

1. Fisher House removed. PAWS & SOCKS added.
2. Set an "annual budget" limit for charities we support in order to keep them small?

**G. ETTI 2023 Report & 2024 Plans:**

1. Attendance:
2. Income by Category:
3. Expenses:
4. Plans for 2024: scheduled for May 17-18,

**H. Crab Island Comments/Feedback:**

**I. Raffle Baskets Report - Thom & Kathlene Armbruster:** all baskets are signed up for; they are booking into January and February to help the next person with a headstart.

**J. Volunteer Opps:** Sherine Price is managing the sign ups

1. Smoke on the Coast: we had 7 volunteers 2-6 pm
2. Nauti Dawg Party 10/21 11-4: 5 volunteers 11-4 pm

3. Full Circle Music Fest 11/4: 10 volunteers, 9-4 and 4-11 shifts
4. Trees on the Coast: no word from Bobby Wagner; on back burner until next year.

**K. Walk to End Alzheimer's:** 8 team members, 10 total volunteers, \$1,570.00 raised, \$2,000 goal

**L. Charity of the Month:**

1. October Full Circle Foundation (music education), Tour 10/3 1:30 pm at Montessori Learning Center in FWB, check presentation 10/13 Harry T's, she will arrive at 7 pm, music festival 11/4 9am-11pm
2. November Bikes or Bust Tour/delivery December 2nd (appears to be their usual timeframe for the event). How to raise more funds for them?
3. December Advanced Sacred Hope Academy, Tour 12/6 9 am in FWB; not sure when we'll present a check to them.

**M. Pit Stop Party Tour:**

1. Budget & Actuals for Income & Expenses:
2. Musicians: Don Middlebrook, Darby Ledbetter, Ryan Alan, BT Turner, Harold Boothe, Jeff Randall, Jenny Lea
  - a) Nominal Fee?:
  - b) Hotel Room?:
  - c) Sound Equipment by Flash Flood
3. Games: Prize Wheel, \$5 Spins
4. Raffles:
5. Prizes: Kathlene Armbruster obtaining from local businesses.
  - a) Club Purchases: MOTM buttons,
  - b) Club Merch: old shirts, new shirts/hats/visors, pins, buttons, can coolers, decals, lanyards, lei's
6. Volunteers: 9 volunteers, 2 hour shifts, Scott & Sherine Price at mini mart 1-7 pm
7. Wear Halloween Costumes?
8. Charity: Florida Sheriffs Youth Ranches
9. **MOTION:** Approve Project and Budget

**N. Meeting of the Minds:**

1. Group Photo & Meet-Up with Theme
2. Halloween Costumes?
3. Onsite registration thursday \$230 no goody bag, Virtual PHC

**O. Tricks & Treasures:**

1. Candy Count:
2. 9 Volunteers, 3-8 pm

**P. Surfside Beach Bonfire:**

**1. Plans:**

**Q. Redneck Pub Crawl:**

1. Change Theme or change date to get more participation?

**R. Destin Christmas Parade:** Discuss/plan before December ExComm meeting

**S. NY Eve Eve Party:**

**1. Plans:**

**VIII. Merchandise Report - Scott Price, Chairperson/Volunteer:**

**A. Mini Mart:** get rid of all old shirts at pit stop party tour

**B. Ink Trax:** will be ready for pick up approx 10/9; Sherine Price has bags and printed invoices and will pick up and arrange a meet-up to get it all sorted/packaged for 10/13 distribution

1. Total Sales: \$
2. Total Expenses: Embroidery: \$453.86, Screen Printing: \$1790.00; Total: \$2243.86

**C. Island Jay:** long-sleeve t-shirts, sweatshirts, pullover hoodies; caps & barbados shirts in the works

**IX. Website/Social Media Report - Sherine Price, Chairperson/Secretary:**

**A. ABOUT Page:** Club History/Story

**B. Oro Italian Street Food:**

**X. Nominations & Elections Committee Report - Jan Tassitano**

**A.** Matt McPhillips appointed Jan Tassitano as the chairperson

**B.** Mass email template created

**C.** Nomination form created (digital and printable)

**D.** Ballot created (digital and printable)

**E.** Timeline: Nominations by 10/15, Ballot to ExComm by 10/25, Ballot to Membership by 11/10, Election closes 12/8 6:30 pm. Announce winners 12/8.

**F.** December ExComm Meeting - move to 11th so new board can attend/observe; also discuss and select committee chairs.

**G.** Email to those who lost the election regarding their choice of committee

**XI. Old/Deferred Business**

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**XII. New Business**

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**XIII. Motion to Adjourn**

**E. Next Meeting:** November 6th, 6:00 pm, O'Quigley's

**F. Meeting Adjourned Time:**