



PANAMA CANAL SOCIETY  
EXECUTIVE BOARD MEETING MINUTES  
February 24, 2018

The Board Meeting was called to order at 1:02 p.m. by Mike Coffey (President).

**Attendees:**

Shirley Avery (1<sup>st</sup> Vice President), Patrick Smith (Director), Noreen Hanson (Treasurer), Tom Wilder (Past President), Bill McLaughlin (Reunion Coordinator & Past President), Richard Grimison (Chaplain), Lee Bentley (By Laws), Laura Kosik (Sergeant of Arms), Jacque Vowell (Editor), Betty LeDoux (Past President) and Kathy Malin (Office Manager).

**Telephone Attendees:**

Kelly Parthenais (2<sup>nd</sup> Vice President) and Ray Husum (Director–At-Large)

**Absent:** Brittney Wilder (Director) and James Beattie (Director)

**Location:** Radisson Resort at Port Canaveral, Antigua Room, 8701 Astronaut Blvd, Cape Canaveral, FL.

Mike welcomed the board to the meeting then all sang Happy Birthday to Shirley Avery.

**Carnavalito:** Mike gave an update on the night's event and decided to have the meeting first then dinner.

**Membership:** Mike asked for a vote on the new members listed on the Agenda. Noreen made a motion to approve all the new members, seconded by Tom. Motion carried.

**Reunion update:**

- Name badges – Bill to order printed badges with colors of red & white (research Avery labels - color);
- Dances – Jacque volunteered to co-chair and assist Patrick with reserving tables;
- Mini Reunion – Kelly said about 15 mini reunions to date and will continue to reach out to the classes; Noreen indicated the POCs need to be Society member – Kathy will check. Bill explained the Thursday night dance sponsors.
- Reporter Luncheon – Jacque asked to host another luncheon. Tom made a motion to approve funding for a Reporters' luncheon, seconded by Patrick. Motion carried.
- Hotel Issue – Betty and Bill informed us the hotel has double booked some conference rooms on Wed, June 27.
  - o Cannot get into the Conference spaces until 3:00 pm on Wed, June 27.
  - o Hotel will provide refrigerator truck for flowers; \$2500 credit; \$20 voucher to all vendors; only charge for one re-keying service; Golf luncheon is the same price;
  - o New CSM with the hotel;
  - o Bill & Betty will look into another "Happy Hour" in the Clubhouse – will ask Ricardo and the hotel;
- Volunteers – Noreen and Kathy will meet with Laura afterwards to discuss the volunteer process.

**Benefit Hub** – Mike discussed the website that a fellow PCS member, Bill Breden, wants to develop and this will benefit the members from discounts, advertisements, pharmacy drugs, etc. We can place a link on our website. No cost to the Society. Everyone seemed to like it but Mike will find out more information on several issues. The Board will review and vote during April board meeting then promote in the June Canal Record if approved.

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**New Business**

**BBVA:** Noreen discussed the \$8.46 funds left in this account after the rest were transferred to SunBank Money Market Accounts. Noreen made a motion to approve the closing of this account, Tom seconded. Motion carried.

**Tax Laws:** Betty explained the 1099 problems, for all **contractors** over \$600. Discussions occurred about compliancy. We possibly need to have an addendum to Frankie Pretto's contract or pay him cash. Tom made a motion to keep track of payments over \$600 to see if we need to produce a 1099, Shirley seconded. Motion carried.

**Financial Reports:** Noreen reviewed the Drafts of the Check Detail, Profit & Loss Report and Balance Sheets. We extended the budget by a couple thousand last year. Shirley made a motion to pay the Bills; Tom seconded the motion. Motion carried. Mike asked for a year to year comparison; budget and trending analysis be presented in the April Board meeting. In April, Noreen would like to discuss the maturity dates of the CDs and vote and their future. Bill suggested to cancel the meetings that cost money.

A short membership discussion ensued on declining memberships, same household with members with different last names, capturing the number of members with the March Canal Record to determine the Quorum number, protocol template, and develop a membership kit to send out to other states when they have functions (but not take over their event).

**Office Computer:** Kathy explained the slowness, Saved mode in Outlook, and it is over five years old. Mike will ask James and Chris about pricing out an Office desktop and a laptop. Noreen and Lee indicated the laptop did not work at last year's reunion.

**Office Projector:** Bill will look into pricing since the last projector has disappeared.

**Future Events:**

Carnavalito for 2019-2020 – Betty has received a proposal from Doubletree which is back in business and renovated. (\$149 a night on the beach) Doubletree will honor this room pricing if we reserve for 2 years. Betty will check on the food pricing and make sure there is no risk to cancel before obtaining a contract.

Reunion 2024 and beyond – Betty is authorized to move forward in finding locations.

Spring Picnic – Kelly ask if the Face Painter can return for \$200 for 2 hours. Noreen made a motion to hire the Face Painter at \$200, Tom seconded. Motion carried.

Shirley would like to have a Board Meeting on August 4 with the Outgoing and Incoming Board Members. She asked Bob Russell to look into hosting The Dutchman in Sarasota on Sept 8.

Meeting adjourned at 3:11 pm.

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Mike Coffey, President

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Kathy Malin, Office Manager