



PANAMA CANAL SOCIETY
EXECUTIVE BOARD MEETING MINUTES
PCS Office, 19001 Sunlake Blvd, Lutz, FL 33558
February 8, 2020

The Board Meeting was called to order at 9:31 a.m. by Shirley Avery Bentley (President).

Attendees:

Brittney Wilder (2nd Vice President), James Beattie (Director), Lee Bentley (Director), Mike Coffey (Immediate Past President), Noreen Hanson (Treasurer), Laura Kosik (Sergeant of Arms), Bob Russell (Legislature Representative & Past President), Jacque Vowell (Editor), Bill McLaughlin (Reunion Coordinator & Past President), and Kathy Malin (Office Manager)

Telephone Attendees:

Richard Grimison (1st Vice President), Rod Snyder (Director-At-Large), and Ray Husum (ByLaws)

Absent: Patrick Smith (Director), and Carl Orvis (Chaplain)

Mike motioned to approve the new members, James seconded, and the motion carried.

Mike motioned to approve the October Executive Board minutes, James seconded, and the motion carried.

Business:

Noreen stated that all checks on the Detail Check list were business as usual. Mike motioned to approve to pay the bills, Lee seconded, and the motion carried. Noreen reviewed the Balance sheet. Mike informed the Board that when the CDs matures, funds are automatically transferred to our checking. Thus \$160K has now been reinvested by Mike. The Auditors moved the \$27K for a future building fund to the 2018 P&L, but since the tax were already filed for 2018, Noreen moved it into a 2019 fund balance account. Maria Gutierrez, our Accountant, moved it to the 2019 P&L. It shows a \$8500 loss and now it's a paper profit because of the \$27K investment. Going forward, we will not have that issue in our financials so in 2020, it will be a true reflection.

The Board talked about another Audit because of a new President. Bill and Shirley were fine with not performing an audit. Mike motioned to not require another audit in 2020, Rod seconded, and the motion carried.

The Financials are ready to be submitted to the Accountant for the 990 for year-end 2019. Noreen motioned to accept the 2019 Financials as is and send to the Tax Accountant, Mike seconded, and the motion carried. There is another report distributed to the board that shows how we did on our 2019 budget vs actual.

Pride who prints our Canal Record cannot print and mail our March CR. They are still trying to fix their IT issues from their Cyber-attack. Pride is a vetted State contractor. They will get back to me prior to the June issue. Robert's printing was contacted to print the March book. Pride is \$1.83 per issue and Roberts is \$2.85 and Roberts is local in Clearwater. Kathy will deliver the decals to be inserted in the March book. The Record's deadline is February 15. Mike motioned to use Roberts as the printer for the March CR so it will go out on time, Noreen seconded, and the motion carried.

The Board discussed online viewing of the Canal Record using a gateway, but we need to change the website. Mike suggested we start looking for a web developer for automation to annual subscription, viewing the CR, bigger online influence, mobile friendly, etc. Maybe the we can use the \$27K building fund to hire a web developer. Jacque is looking at Word Press and shared with Bill to look into them. Maybe we need to move off our server and use a host. After the Reunion, Kathy and Jacque will start researching web developers too. This needs to stay on the agenda.

EXECUTIVE BOARD MEETING MINUTES
February 16, 2019

Membership cards were removed from the Record because there was not a Governor's Club card ~~too~~. Kathy suggested that people just email the office if they want a membership card. There is no reason for a membership card. Jacque will send Kathy the templates. Board does not want them on the record.

Sonia Valley passed away and had just paid in 2019 for Governor's Club and 5-year foreign postage. Tom Wilder would like her daughter, Sandra Fulton to take over her GC membership. Sandra is a current 2020 member. Shirley had the same question asked to her several years ago and she said no. A discussion ensued and regarding creating/adding Governor's Club to the ByLaws including moving a deceased GC member to the GC member's active family member can inherit. Ray will write up and email the Board a new ByLaws regarding GC and a GC passing away. Mike motioned to transfer Sonia Valley's GC membership to her daughter, Sandra Fulton, Brittney seconded, and motion carried.

Mike motioned to reimburse Jacque Vowell \$36 for the Christmas luncheon, Brittney seconded, and motion carried. Mike suggested to charge to 2020 Christmas luncheon not 2019.

UF luncheon has 26 attendees but only 3 Board members. Laura discussed the Spanish style menu. Kathy discussed future UF luncheons and hiring caterers.

Shirley mentioned the upcoming events: Board meeting on April 18; Florida picnic is on May 16, Texas picnic is the same day, May 16 and a mandatory Board meeting on June 6. Lee discussed music at the picnic but there is no electrical hook-up. Kathy is to review the Recurring expenses sheet and get the Board approval before paying deposits.

Bill would like the old and new Board members to attend the August 8 Board meeting. Sarasota luncheon is set for September 12 and Space Coast picnic is November 7. The Christmas luncheon was discussed but this past year in regards of the food was bad. Shirley told Bill that she recommends staying at same location, but he can choose the food. Mike suggested to send out a survey to the attendees. Kathy was asked to email St Pete Yacht Club to see if the first Saturday in December is available. After it is secured, tell the Manager about the terrible food.

Mike motioned to spend up to \$130 to pay the deposit for Space Coast picnic, Lee seconded, and motion carried.

Reunion:

Bill reported the Villas are sold out after Betty bumped it up to 90. It has been taken off the website. If you are not staying at the hotel, there is \$12 to park, including Vendors. Bill will let Vendors and Sentimiento Panama know.

BHS 80 & 75 decided to go with the band, *Panama*, which is \$2,000 plus 2 room nights. This is not coming out of our pocket. Bill was concerned about the sound and lighting. *Panama* does have a sound system. Bill has decreased the size of the ballroom this year. We will have to install the power and possibly splitting it with BHS 75 & 80 which the total is \$625 or \$312.50 each. Bill has talked to our production company and/or AV about the lighting and pipe and drape.

Everyone agreed to hire the Los Legendarios for the Ball for \$2,700 which includes a DJ live person to perform during band breaks. PCS will provide light, sound, power, decorations, etc.

Late night dances will be the Grant Hemmond DJs with power charges at \$150. Noreen motioned to change both DJ dance times (Friday and Saturday) to 11:30 pm to 3:00 am, James seconded, and motion carried.

Pool party will be by the large pool with David Smith as the DJ. His price is \$300 plus 1 room night. Bill Pool Party committee will set up tents. Bill will request high tops, tables and electrical from the hotel.

EXECUTIVE BOARD MEETING MINUTES
February 16, 2019

Murga has 3 options - Tuna (\$200), ½ Murga (\$800) or Full blown Murga (\$1600). They will start in the foyer. Noreen motioned to approve the small Murga - Tuna for \$200, James seconded, and motion carried.

Despedida's sponsor has already paid the \$650 - Space Coast Bunco Gang.

Barry Alsobrook is willing to be our photographer again this year for \$1500 and three rooms. Noreen motioned to pay Barry \$1500 and 1 guest room for Wednesday to Saturday and 2 guest rooms from Thursday to Saturday, Lee seconded, and motion carried.

Frank Pretto is healing nicely and wants to perform the Mass. Noreen motioned to invite Frankie Pretto to perform as the Mass priest and to reimburse him for airline ticket and 2 room nights only if he can make it, Mike seconded, and motion carried.

Bill has completed the Name badges and tickets. Lee recommended that Bill change the tickets about the alcohol. Brittney suggested to add "NO large bags" to our signs into the dances.

Laura had a vendor suggestion that adding an extra hour to close the vendor so more sales after the Despedida. The time to close the vendor room is in the hotel contract. It was suggested to open an hour early. Also, people can walk to and from the Despedida. Also keeping it open an extra hour. There was a survey sent to the vendors in the past and they all agreed they didn't want to be open longer. Also, vendors were happy that they are opening at 10:00am on one day.

Need volunteer breaks food selection. The hotel will only make one delivery and only one location per day, which will be in Registration.

Security not needed for DJ dances or luncheon; only vendor room and Ball. Bill is still working on hiring Security.

Shirley wants the zipper light blue back pack bags and to send her the bill. A discussion ensued on the number of bags to order. Shirley wanted the same number as last year. Bill will change the color of the name tags to match bags.

On Saturday, there is a conflict of time for Bingo so Bill will switch rooms.

Hotel WiFi is \$250 for connection and \$25 per one each connection. Kathy will go through her own data vice WiFi because of bad connections in the conference areas. Noreen in registration, she doesn't use it unless there is an emergency plus there are bad connections. Board decided not to pay for any WiFi.

Bus transportation to golf event will be Mears Transportation. Bill is rewriting the contract due to some legal words with Ray's assistance. Noreen motioned to pay the deposit of \$406 to Mears Transportation for golf, Lee seconded, and motion carried. Golf tournament at Falcon's Fire and deposit paid in October. Check on Golf luncheon with Betty. James will ask Katie when she needs the Golf money for the door prizes.

Hotel deposit for \$10K has been waived. The first set of hotel confirmations will go out on Monday from the Caribe. Those who don't have an email will not get confirmations. Kathy asked if she and Betty could mail the 20-30 people who do not have email addresses, if the Society could mail it. Board stated yes. The email from the Caribe, will reflect a 5-day cancellation policy but the hotel will only honor 72-hour cancellation.

Bill will start working on sponsors. Abuelo - Ron Cortez and Space Coast Gang have confirmed.

EXECUTIVE BOARD MEETING MINUTES
February 16, 2019

Noreen will re-configure Registration tables for GC and regular pre-registered attendees closer to the event.

Noreen does not want email lists to be shared with members and class organizers. A discussion ensued but Board decided we can share the names/emails because the risk is minimal. Noreen did not want Kathy to change emails, but Board disagreed stating we need to contact them to join the Society. Board affirmed that Kathy can send out emails to the classes and reporters but leave off those names/emails that do not want to be printed in the Directory. Kathy cannot share names of those people who are attending the Reunion. Board stated Kathy or the class coordinator can reach out to a person if their email is wrong or ask them to join Society.

Richard is still organizing the Teen Coordinator for 13 - 18 years old teens only. The foyer by the clubhouse or deck can be used for Friday late afternoon. A few members have written that their kids/grandkids enjoy this event and now have friends to hang out with.

Laura will start in March with the Sign-in Genius for volunteers. Laura and Bill have discussed adding a new email and waiting on Chris Wilder to set it up. Kathy has a list of 160 volunteers.

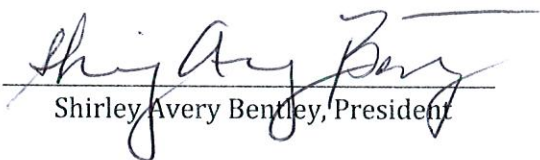
Jacque is working on the coloring book. She has not heard from Brittany Sykes. Jacque will reach out to Brittany and if not, Jacque will create.

Kathy showed pictures of Panamanian coasters and key chains for Bingo or other event gifts. Mike made a motion to spend \$100 on coasters and key chains, Noreen seconded, and motion carried.

Shirley wants to bring up a Kuna Indian for the Reunion. She will do an Associate membership with not sending the Canal Record. She will be sitting with Ruth McArthur in the vendor room. Shirley also suggested she will get her own table but need extra room in case people want to take pictures or even have a back-drop. Jacque's concern for her not to bring up molas but others suggested that we have plenty of vendors selling T-shirts. It's friendly competition. For future seminar, maybe bring a Kuna or Embrea Indian to speak.

For the Luncheon gifts, it was suggested that Bill will develop a Security insignia decal for Locks or something similar. Put on next Board Agenda to discuss future event gifts.

Mike motioned to adjourn at 11:32 a.m., Lee seconded, and motion carried.


Shirley Avery Bentley, President


Kathy Malin, Office Manager