

AGENDA
MEETING OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY JANUARY 7, 2020- 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Mistydawn Jones

- | | |
|-----------------------------------|---------------------------------|
| 1. CALL MEETING TO ORDER | Beverly Findley, President |
| 2. ROLL CALL | Carol Gilles, Secretary |
| 3. FLAG SALUTE | Mistydawn Jones, Vice President |
| 4. INFORMAL BUSINESS | |
| 4.1 Introduction of guests | |
| 4.2 Correspondence | |
| 5. APPROVAL OF MINUTES | Carol Gilles, Secretary |
| 5.1 December 7th Board Meeting | |
| 6. TREASURER'S REPORT | Michelle Polcari, Treasurer |
| 6.1 November and December reports | |
| 6.2 Payment of outstanding bills | |
| 7. STAFF LIAISON COMMENTS | Michael Field |
| 7.1.1 Officials Night | |
| 8. YOUTH COUNCIL | |
| 9. OFFICERS AND DIRECTORS REPORTS | |
| 9.1 President | Beverly Findley |
| 9.1.1 Decorating Week | |
| 9.1.2 Float Design Contest | |
| 9.2 Vice President | Mistydawn Jones |
| 9.3 Membership | Mary Hoffman |
| 9.4 Volunteers | Debbie Vaca |

9.5 Publicity	Connie Bowell
9.5.1 Newsletter articles due 1-25	
9.5.2 Facebook	
9.6 Logistics	Marty Martindale
9.7 Ways and Means	Debbie Austin
9.7.1 Restaurants for Roses	
9.7.2 Promo Booths/ Wilson Park	Lynn Robinson
9.7.3 Parade Tickets	Bev Findley
9.8 Hospitality	Jan Staws
9.8.1 Celebration Dinner	
9.9 Marketing	Lynn Robinson
9.10 Historian	Roseanne Villalobos
9.3 Ways and Means	Debbie Austin
9.3.1 Restaurants for Roses	
9.3.2 Promo Booths/ Wilson Park	Lynn Robinson
9.3.3 Parade Tickets	Bev Findley

10. OLD BUSINESS

11. NEW BUSINESS

12. ONCE AROUND

13. ADJOURNMENT

IF YOU CANNOT ATTEND A MONTHLY MEETING, PLEASE CALL BEV FINDLEY AT (310) 324-4117 OR AT bevfindley@msncom

NEXT MEETING: February 4th at 7:00pm
Refreshments by: To be determined

MEETING MINUTES OF THE
TORRANCE ROSE FLOAT ASSOCIATION
BOARD OF DIRECTORS

TUESDAY DECEMBER 3, 2019 - 7:00PM
WEST ANNEX COMMISSION ROOM (1ST Floor)
REFRESHMENTS BY Jan Staws

1. CALL MEETING TO ORDER

The meeting was called to order by President Bev Findley at 7 pm in the West Annex Commission Room

2. ROLL CALL

Present: Beverly Findley, President; Carol Gilles, Secretary; Jan Staws, Director of Hospitality; Lynn Robinson, Director of Marketing; Debbie Vaca, Director of Volunteers; Debbie Austin, Director of Ways & Means; Roseanne Villalobos, Historian; Michael Field, City Liaison; Youth Council; Robin Gee, Member at Large

Excused absence: Marty Martindale, Mary Hoffman, Connie Boswell, Misty Dawn Jones, Michelle Polcari

Absent:

Introduction of Guests – Youth Council – Kelli Chong, Hannah Logo

3. FLAG SALUTE

The pledge of allegiance, led by Lynn Robinson, was recited by all

4. INFORMAL BUSINESS

4.1 Introduction of guests – Greg Walborn, Paul Rodriguez, Pam Kenoyer

4.2 Correspondence – None

5. APPROVAL OF MINUTES

5.1 Roseanne made a motion to approve the Corrected minutes for the November 7th Board Meeting as emailed. Motion seconded and approved.

6. TREASURER'S REPORT – no report

6.1 A copy of the November 2019 Treasurer's will be provided in January 2020.

6.2 Payment of outstanding bills - none

7. STAFF LIAISON COMMENTS

7.1.1 Hospitality Tent, Shed, Tables & Chairs – no report

8. YOUTH COUNCIL

They reported back to the schools asking for student volunteers
Holiday Boutique – they will be there at 6:45 am

9. OFFICERS AND DIRECTORS REPORTS

9.1 President

9.1.1 Holiday Festival Tree – See it on our Facebook page

Thank you to Debbie Austin, Carol Gilles, Jan Staws, Bev Findley for a job well done.

9.1.2 Officials Night – Sat Dec 28 – Bev will find out what time the bus docents need to arrive

9.2 Vice President – no report

9.3 Membership

Mary Hoffman submitted the following membership info as of 11/30/19

New Members: 31 Renew:31
Total Membership as of 11-30-2019: 178

BREAKDOWN:

	New:	Renew:
Youth	0	2
Individuals:	22	22
Couples:	4	4+1(2020)
Family:	4	3
Business:	<u>1</u>	<u>0</u>
Total:	31	31

9.4 Volunteers

9.4.1 Team Leaders at Float Site

9.4.2 Bus Monitors - Debbie will check with the people on the bus to see who might want to check everyone in.

Carol indicated that she could check people in at the 4pm bus.

9.4.3 Dry Days – Dec 2

We are behind in # of people for dry day – need an additional 20 people

Please have everyone on the board come for dry day

Thurs day/night, sun night, mon day/night – still available

Debbie is organizing the volunteer list

9.5 Publicity

9.5.1 Newsletter articles due 12-18

9.5.2 Facebook – post only items that pertain to only TRFA

9.7 Logistics

9.7.1 Inventory Equipment & Supplies – Jan will take care of this

9.7.2 Buses for Dry Days,
Decorating Week

9.7.3 Transportation for the riders (Jan 1 & 2)

9.8 Hospitality

9.8.1 Celebration Dinner – We will be charged \$20 pp

Cutoff date - Mon, Jan 27, 2020

Jan made a motion to charge \$25 for the Celebration dinner. Motion seconded and approved

9.9 Marketing - no report

9.10 Historian

Please send any photos you have taken to Roseanne

9.11 Ways and Means

9.11.1 Christmas Boutique - Dec 8 – need volunteers

9.11.1A Craftsman's Guild - \$570 after expenses for the food

We have been asked to do the Spring Craftsman's Guild

Discussion was held to decline the invitation

9.11.2 Promo Booths/ Wilson Park – Christmas boutique

9.11.3 Parade Tickets – we still have 6 tickets available

9.11.4 Pins/ T-shirts - sold at Nov orientation = \$437 (family membership)

9.11.5 Restaurants for Roses

California Pizza Kitchen – \$42.02

Chili's – \$120

Black Bear Diner – \$179.17

Mimi's – \$105.41

BJ's Brewhouse – \$99.81

Rascal's – \$150

Lazy Dog – \$105.38

King's Hawaiian – \$62.15

Red Car Brewery - \$245

Souplantation - \$117.18

Marie Callenders - \$79.84

Corner Bakery - \$65.04

Blaze Pizza – TBD
Truxton's – \$80.81
Panera – \$59.73
The Habit – \$88.13
Stone Fire Grill – \$34.80
California Pizza Kitchen - TBD
Total \$ 1634.47

UPCOMING:

Jan 8, 2020 – California Pizza Kitchen
Jan 22, 2020 -- Black Bear
Feb 12, 2020 – IHOP
2/26 or 3/11 – Chili's

10. OLD BUSINESS

10.1.1 Float Riders – Tammy is in charge and they are choosing costumes

11. NEW BUSINESS - none

12. ONCE AROUND

Jan verified that Debbie has very
Robin's article for the winner of the Turtle Naming contest was not in the
Newsletter
KTLA interview with Gail Anderson on Dec 27 at 9:40 am
Robin said we have a mailing list of almost 500 names – about 25% opened the
December newsletter
Robin was asked by Torrance CitiCABLE to do the social media for TRFA
The photos on the website of the floats need the year & title
Debbie Austin verifying that she can ride the bus during decorating week
Roseanne – will Jan have a sign up sheet to work in the tent? Lynn has one.
Debbie Vaca – needs people for Sat. Can we get crockpot of soup? Chicken
noodle soup.
Discussion about our menu for the decorator tent
Paul knows the manager at the local Mercedes Benz
Lynn needs more volunteers for Sunday
Carol wishing everyone a stress-free holiday
Bev thanked everyone for their work this year and Happy Holidays

13. ADJOURNMENT

Roseanne made a motion to adjourn at 8:21 pm. Motion seconded and
approved

NEXT MEETING: January 7 at 7:00pm. Refreshments by Mistydawn Jones

*Respectfully Submitted by:
Carol Gilles, Secretary*