

**Arizona Parrot Head Club
Board of Directors Meeting Minutes
Jan 11, 2019 3:00 PM
Hero's Pub and Grub**

| Name | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| President Kathy Pfister | ✓ | | | | | | | | | | | |
| Vice President Karen Lyons | ✓ | | | | | | | | | | | |
| Treasurer Lori Matteson | ✓ | | | | | | | | | | | |
| Secretary Janet Spittle | ✓ | | | | | | | | | | | |
| Member At Large Denise Karp | ✓ | | | | | | | | | | | |
| Member At Large Joanne Mangis | ✓ | | | | | | | | | | | |
| Member at Large Kenny Bishop | ✓ | | | | | | | | | | | |
| Member at Large Mette Rasmussen | | | | | | | | | | | | |
| Member At Large Toni Soderman | ✓ | | | | | | | | | | | |

Meeting called to order: 3:05 PM

2020 Board Members: President: Kathy Pfister, Vice President - Karen Lyons, Treasurer: Lori Matteson, Secretary: Janet Spittle, Members at Large: Denise Karp, Joanne Mangis, Kenny Bishop, Mette Rasmussen, Toni Soderman.

President's Report

- Kathy's goal for the year is to send out emails from the Prez to members on Sundays.
- Kathy will correct Q1 Charity to Recreational Horizons, not PACC 911 as stated in last email.

Vice President:

- PACC 911 Collection –Tammy Bauman is chairman of this event. Will continue throughout Q1.
- Committee Members- if any committee chairmen need help let Karen know and she will put out email to members to asking for help.

- **Committee Reports**

- Social Committee (Kenny):

- o Happy Hour next month Feb 8th Marauder's in Tempe.
 - o Laughlin Trip- Denise obtained contact numbers for room rates/ group sales for hotels in Laughlin and Parker. Parker being for the Desert Bar Trip.

- Charity committee (Joanne):

- Rock and Roll Marathon 1/19/2020 –
 - 9 volunteers signed up so far.
 - Must to be at water station prior to 6:00 AM. Roads will be shut off after that.
 - Joanne to get more information on Ironman Grant from R n'R Marathon.
- Ronald McDonald House –
 - Saturday dates not available until May, Joanne will look at Sunday dates for those months and look at Saturday dates after May.
 - She will email dates for approval.
- 1st Quarter Charity –
 - Recreational Horizons
- 2nd Quarter Charity Suggestions –
 - FANS Across America will be our Q2 charity.
 - A non profit organization that helps provide daily living necessities for homeless students, families in transition, victims & children of domestic violence.
- New Charities –
 - Janet and Karen need to give information to Joanne for suggested new charities.
- Nursing Home Visits –
 - Discussion on member's interest in different events was held.
 - Karen to create survey to determine member interest in what charities they would like to support and types of social events to do as a club.

- Golf Committee (Adam)

- Master's Golf Tournament
 - Course is Aguila Golf Course.
 - Date April 11, 2020
 - 8:00 AM Shotgun scramble.
 - Lunch will be after the tournament at the same location.
 - Karen will be emailing Event and Sponsor Flyers for printing and distribution.
 - Need minimum of 72 golfers, 108 to have entire course for event.
 - Any donated items will be used as raffle items no silent auction will be held.
 - Registration is open on website now. Can start soliciting for golfer or sponsors anytime.
 - Need volunteers for driving carts and game referee.

- Mini mart (Lori):

- Karen will investigate new shirt vendor.
- Lori suggested having a "fire sale" to liquidate most of the little stuff in mini mart at picnic. Focus on main mini mart items being T-shirts.

- Newsletter (Lori):

- o Need Articles for 4th Quarter from:
 - Deadline for Articles is Monday Jan.20th.
 - Joanne - Alzheimer's Walk
 - Tammy - Pfred report
 - Karen - President report
 - Kathy - 12 Bars of Christma
- Membership Committee (Janet):
 - o Current Membership: 107 members as of 1/7/2020
 - o Badges –
 - Have been made and will be distributed at HHs and events.
 - Distribution of badges will continue until end of Feb. Then all remaining badges will be mailed.
 - Out of area badges have been mailed.
 - o Kathy will put notice in email for anyone interested in getting mini badges made for kids or pets each badge will be \$5.00.
- Social Media Committee (Karen/Kenny):
 - o Nothing to report.

Treasurer's Report:

- Financial Report – Voted to accept Financial Report.
- Banking Changes. – Need to update financial accounts with new officers.
 - o Remove Karen and Add Kathy
 - BOD voted to remove Karen Lyons and add Kathy Pfister to Bank accounts.
- Taxes- need to find new CPA for Taxes- Karen checking with Judy to due taxes for the club.
- Book Review –
 - o Check Bylaws to see if same person can review books twice in a row.
 - Review Officer cannot review books two consecutive years.
 - o Book Review Officer needs to be appointed by Feb 28th.
 - Denise stated Larry volunteered to review books for 2019.
 - Deadline to have review completed will be end of Q1.
- Pay Pal –

- o Voted to keep pay pal account at \$500 or less money will be moved to checking once greater than \$500.

Secretary's Report:

- PHiP report. – 2019 completed and sent to Karen to forward to National.
 - o Voted to accept PHiP report.

Monthly Email Report: (Summary of BOD business conducted by email during the month)

- Dec 11 – 4th Quarter Charity - Voted to round up donation to Life Challenge to \$300 from \$271 that was collected from 50/50 money.
- Dec 11 – Close Savings Account (4th Quarter Charity)- Voted to close savings account at the bank. Leave checking the same will not incur penalty with just having checking account.

New Business:

- Karen will look into Square Product Codes to divide purchases into categories (i.e. membership, golf, PG, mini-mart) for easier bookkeeping.
- Possible Club Activities / Events for 2020 need to be reviewed.
 - o These items will be addressed after survey has been completed.
 - o PhiP Club Contests will be announced as soon as National announces times and deadlines.
 - o Action Items will be move to official minutes as Pending Business.
- Printable Membership Applications
 - o Karen will update to have available for distribution to potential new members.
- When items come up during the month that requires a BOD vote, each item should be sent in a separate email. This will ensure multiple items will be not be missed due to same subject title for multiple items.

Upcoming Events:

- Jan 11th - BOD /HH- West Side Location TBD 3:00 BOD 4:00 HH
- Jan 19th - Rock N' Roll Marathon Waterstation #24 – Tempe Marina 6:00 AM
- Feb 8th - BOD/HH East Side - Marauder's Tempe – 3:00 BOD 4:00 HH
- Feb 22nd – Mardi Gras Party – Scott and Tracy's
- Feb 28th – Brent Burns House Concert, Bauman Party Palace
- Mar 14th – Picnic/BOD/Club Meeting Roadrunner Park 12:00 BOD 1:00 Picnic
- Apr 11th – AZPHC Masters Golf Tournament - Aguila Golf Course
- Jun 27th - Aaron Scherz House Concert,
- Aug 28-30th – Parrot Grande, We-Ko-Pa Resort

** denotes unofficial club event, but just as phun!

Meeting adjourned: 4:05 PM

Possible Club Activities /Events to be re-addressed in 2020

(not part of official minutes)

- o Possible Club Events - keep on Agenda as reminder.
 - Cliff Castle/Cottonwood Wine Tasting – Karen
 - Tilted Earth Festival (Table for Membership Solicitation) – Karen
 - This is a music venue in Cottonwood.
 - Pedal Party Bike Ride – Tammy (on hold till Fall)
 - Desert Bar Trip – Denise
 - Laughlin Trip– Denise and Joanne.
 - Fall League – Mike
 - Bowling – Dave?
 - Poker-?
 - River Run – Kenny
 - Putts for Mutts Oct/Nov – Adam/Karen
 - Comedy Club or Mystery Dinner (Medieval Times?) - Janet
 - Brown Bag Party, Food Tastings - *Chairperson needed*
 - Food / drink brought in brown bag and setup by host for blind tasting.
 - Wine Tasting, Southern AZ - *Chairperson needed*
 - Jell-O Shot Run/ Whiskey Row - *Chairperson needed*
 - Mystery Bus Ride- (members agree to get on bus and only Organizers know where or what the event is)- *Chairperson needed*
- o Parties (established and possible)-
 - Superbowl Party – Frank
 - Mardi Gras - Scott & Tracy or chairperson needed?
 - Picnic - *Chairperson needed*
 - Party in May
 - Kentucky Derby Party - *Chairperson needed*
 - Cinco de Mayo Party - *Chairperson needed*
 - Indy 500 Race Party - *Chairperson needed*
 - X-Mas Party – Tammy and Goat
- o PHiP Club Contests
 - Golden Coconut Award – blind essay – question changes every year.
 - Newsletter Contest – submit copy of newsletter prior to deadline
- o Scholarship for PHs, children or wards of PHs
- o Action Items for 2020
 - Create guidelines for how volunteer hours will be counted and add to AZPHC Bylaws. This will allow for more consistent and easier reporting in the future.
 - 501 3c AZPHC foundation setup?
 - Sound Equipment?
 - Books review
 - Meals for Homeless