



**Minutes of the Meeting of the South Pasadena Tournament of
Roses Committee**

Meeting convened this 11th day of July 2017, 7:30pm

At the Amedee O. Dick Richards Jr.

City Council Chambers, 1424 Mission Street

- Chairperson, Janet Benjamin called the meeting to order on July 11, 2017 at 7:32pm.
- Pledge of Allegiance.
- **Roll Call:**
 - **Committee Members Present:**
 - Janet Benjamin
 - Courtney Dunlap
 - Sandy Fielding
 - Megan Colburn
 - Chris Colburn
 - Paul Abbey
 - John Vandercook
 - Bill Cullinane
 - **Committee Members Absent:**
 - James Jontz
 - MJ Craig
 - Ted Shaw
 - Alan Vlacich
 - Sara Cullinane
 - Bill Glazier
 - **Council Liaison:**
 - Diana Mahmud - Absent
 - **City Staff Liaison:**
 - Jeannie Chiu - Present
- Motion to approve the revised Minutes from June 2017 Paul Abbey and Chris Colburn.
Motion approved.
- **Public Comment:** None
- **Design:** Nothing new to report.
- **Construction:** Chris Colburn reported that nothing has gone missing this month. We have a little more left to do before our repeat MI. We had a small hiccup with an engine control failure on the 4th but we are working on fixing that. Paul Abbey reported he talked to Woodard and they told him how to test the sensor to check if it is working or not. We need to



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check our fuses. Next workday will be July 22, 2017. Chris is going to call tournament to see if they can do our MI and T1 on the same day.

- **Decoration:** Janet Benjamin reported that she and Chris Metcalf are working on flowers. They have all their florists and growers on board. They will be ordering Marigolds in small shipments so they can cut and dry them. They are pretty set on what they are going to be using and excited to get started.
- **Miscellaneous Fundraisers:** Janet Benjamin reported that for Golf Tournament we came up with a new fundraiser "Fill the Bucket". The fundraiser is available on the website and they will have it at the Car show as well with buckets to fill. Once you donate they will add your name to decorate buckets. We will be doing Sees Candy again during Christmas time. We made a couple thousand dollars last year so it's a good and easy fundraiser.
- **Golf Tournament:** John Vandercook reported it was a really fun event. They had a number of four some that did not show up so it decreased our cost of food. The donation bucket was a fun addition. Janet Benjamin added that we do need to have a photographer next year. John thanked everyone for coming and helping.
- **Car Show:** Janet Benjamin reported that the flyers and emails began going out. They can register on the website. They did a new VIP option this year. Its \$70; which includes donuts, a VIP section, lunch and a golf cart ride to see all the cars in the show. She has two people signed up for the VIP option so far.
- **Direct Mail:** Nothing new to report.
- **Crunch Party:** Courtney Dunlap reported that she has a few people signed up so far to help her out. If you have any donations and live auction large items please let Courtney know.
- **Souvenir Booth:** Sandy Fielding reported that she has finalized the pin and she has ordered 300 pins. There will be NO vendors up at post parade selling pins so we are the only ones that will be selling our pin. It's a 300 minimum for all pins and we do not need that many of the Grand Marshall or theme pins so they are going to place the order with all other self built floats so we can order the amount we need.
- **Publicity:** No report given.
- **Website:** Bill Cullinane asked for the rendering to be sent to Sara Cullinane. Janet Benjamin reported that she has sent it her way.



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- **Social Media:** Chris Colburn reported that the car show flyer went out. Lots of positive responses to the rendering when it was posted.
- **Treasures Report:** Sandy Fielding reported that we have...

Account	Balance
Checking Account	\$5,853.64
501 C3 Checking	\$36,212.54
501 C3 Savings	\$42,628.21
Totals	\$84,694.39

- Paul Abbey motioned to approve and Courtney Dunlap seconded the Finance Report for June 2017. Motion approved.
- **Comments:**
 - Janet Benjamin asked Jeannie Chiu what day they present the rendering and the Budgets to the City Council. Jeannie reported that she would email Janet once the date is set.
 - Janet Benjamin brought up AYSO. She wants to meet with AYSO and meet them down at the site to see what needs to be done and if it's even feasible.
 - We welcomed Jeannie Chiu back to our committee temporarily! We are excited to have her back as our City Staff Liaison.
- Meeting adjourned at 7:59 pm. The next meeting will be on August 1, 2017 at 7:30pm.

Approved  Date 8/1/17
Chairperson