



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

Meeting convened this 6th day of February 6, 2018, 7:30pm

At the Amedee O. Dick Richards Jr.

City Council Chambers, 1424 Mission Street

- Chairperson, Janet Benjamin called the meeting to order on February 6, 2018 at 7:35pm.
- Pledge of Allegiance.
- **Roll Call:**
  - **Committee Members Present:**
    - Janet Benjamin
    - Courtney Dunlap
    - Sandy Fielding
    - Megan Colburn
    - Chris Colburn
    - Paul Abbey
    - Alan Vlacich
    - James Jontz
    - Larry Chiles
  - **Committee Members Absent:**
    - John Vandercook
    - Ted Shaw
    - Bill Cullinane
    - Sara Cullinane
    - MJ Craig
  - **Council Liaison:**
    - Dr. Marina Khubesrian (excused)
  - **City Staff Liaison:**
    - Jeannie Chiu
- Motion to approve the Minutes from January 2018 made by Paul Abbey and Chris Colburn. Motion Approved.
- **Public Comment:** None.
- Janet Benjamin wanted to thank everyone for all the help she received over the last 2 years as Chairman.
- **Nominating:** Alan Vlacich reported that we didn't any new committee members to our roster because everyone was coming back again this year. We have a couple



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new committees that might be coming later on. Alan wants us to bring more friends to come to meetings to see what we do and get involved.

- Chris Colburn and Janet Benjamin motioned to approve the committee as presented. Motion approved. Alan presented our 2018 Chairperson Courtney Dunlap.
- **Event/Site:** Chris Colburn reported that they got the site cleaned up. Paul Abbey wanted to compliment Chris and the entire crew on what a great job they did cleaning up the site this year.
- **Design Chair:** Paul abbey is going to show us the top 5 designs that the committee has chosen. They received a lot of submissions this year; which was great.
  - Alan Vlacich motioned to allow the 5 floats the committee has chosen in draft and Chris Colburn second. Motion approved.
- **Construction:** Chris Colburn reported that we got it all cleaned up and put away in record time. We will do some workdays in a couple months to do some inventory and clean up the containers. He is looking for some more LEDs for the inside of the tent to get lighter in there.
- **Decoration:** Janet Benjamin reported that there is not much going on right until the float is approved by Tournament.
- **Fundraising:** Janet Benjamin passed out the Sees candy fundraising for Easter. It is an easy fundraiser for some extra money. Sandy Fielding mentioned that Blaze Pizza would give us 20% off your purchase with a flyer. They do many fundraisers there for other groups. We want to look into other restaurants as well in town to do some more easy and fun fundraisers. We are looking at some ideas for something in the spring to replace the Spring Fling.
- **Direct Mail:** Paul Abbey mentioned that if anyone has something that we want to send out and promote via direct mail let him know.
- **Crunch Party:** Courtney Dunlap mentioned that she doesn't have much to report. Courtney is trying to build a committee because officially it is just she and Ted Shaw. There are lots of people that help but she wants to build a committee to make things easier. If you know anyone that is interested please let her know.
- **Souvenir Booth:** Sandy Fielding reported that she thinks they did really well. We sold more stuff than we did last year. We made a few thousand. We did really well.



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- **Social Media:** Chris Colburn reported that everything is up to date. We will post the sees candy fundraiser on social media.
- **Finance Report:** Sandy Fielding distributed copies of the 2017 Finance report and reported ...
  - **January:**

Account	Balance
Checking Account	\$668.19
501 C3 Checking	\$37,915.82
501 C3 Savings	\$42,649.47
<b>Totals</b>	<b>\$81,233.48</b>

Account	Income	Expenses	Net
Cruz'n for Roses	\$27,463.00	\$12,065.18	\$15,397.82
Ultimate Raffle	\$15,300.00	\$671.88	\$14,628.12
Golf Tournament	\$12,765.00	\$3,572.85	\$9,192.15
Misc. Fundraisers	\$5,781.05	\$3,992.42	\$1,788.63
Crunch Party	\$34,966.00	\$7,196.21	\$27,769.29
Souvenir Booth	\$5,444.00	\$3,434.91	\$2,009.09
Administration	0	\$9,116.08	\$9,116.08
Donations	\$27,020.00	\$1,733.61	\$25,286.39
Parade and Game Tickets	\$7,026.00	\$4,880.00	\$2,146.00
Construction	0	\$24,727.09	\$24,727.09
Floral	0	\$32,347.51	\$32,347.51
Event and Site	0	\$20,811.53	\$20,811.53
<b>Total Fundraising</b>	<b>\$135,765.05</b>	<b>\$124,549.27</b>	<b>\$11,215.78</b>
<b>Total Net Assets</b>			<b>\$11,215.78</b>

- Chris Colburn motioned to approve and Janet Benjamin seconded the Finance Report as presented. Motion approved.

- **Comments:**



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- Janet Benjamin reported that we will be having a Thank you party at the end of February.
- Larry Chiles reported that we had an amazing group of volunteers show up this year. We had them coming from all over the United States.
- **Comments from Chair:**
  - Courtney Dunlap mentioned that she is excited to be the Chairperson. Her goal is to get more people involved this year. Our meetings are always welcoming to new people. I am excited to see what our Theme Draft holds for us.
- Meeting adjourned at 8:12pm. The next meeting will be on March 6<sup>th</sup>, 2017 at 7:30pm.

Approved

  
Chairperson

Date

5/1/18