

Board meeting 11/3/18

David
John
Bob
Herb
Brenda
Darlene
Cheryl

Start of the meeting with a presentation of a plaque to John Fenech. Another plaque is to be sent to Rob Butler.

We need accountability.

Things that need to be put on the website.

Minutes of the meetings.

Historical items

Treasurers report

Membership Removal Procedures

State Captain Selection Procedures - Chain of command - It is in the By laws. 12/17 was the final version of that.

Safety Statement

NDA (Non Disclosure Agreement)

Who will be able to see all of this info on the website?

Who will have the responsibility to place and maintain the items on the National Site?

How often do we want for Treasurers report? Monthly

How often are we going to do conference calls? Once a month or when deemed necessary.

It would be password protected for the BoD

Wants it to where the secretary and the treasurer can post it to the website themselves.

What we have in the bank right now 11/3/18

Small Business Checking - Day to day - \$9,056.97 - For the BoD - Traveling expenses etc

Main Checking - \$31,531.71 - Website, FastColor

Donations - \$10,183.79 - That is where all of the donations come into from PayPal

Each state has earmarked funds.

TDF (Trademark Defense Fund)- \$9,699.37 - This is for the lawyers.

We would like to keep this separate. We will need this for fighting the different states and areas that are using our trademark without permission.

Where are all of the funds going and what do each of the accounts do?

We need to be able to be transparent for our members

Ask John Tatum for a breakdown of the funds that each state has and for what we spend money on etc.

The Store - The possibility of changing Stores

It is to the point where FastColor is no longer able to support our needs.

The seed money to start the store and that money has supposedly has been paid back.

John Tatum is doing a lot of work.

Itemized Statements as of Nov 1. 2018

Darlene has already received 4 invoices from FastColor as of Friday Nov 1.

John Tatum said that our gross profit margin is 19%. It is supposed to be 35%

All of our products are set for a 35% profit margin. The problem is we run things on sale and then we also have a 10% off for every order over \$100. Plus free shipping, but FastColor is paying for the shipping.

We may need to do away with the 10% off. May do it a couple times of year. But not all the time. It will need to be changed on the store website etc.

BoD vote to do away with the 10% discount - Unanimous vote of YES

Motion Made by Cheryl

2nd Motion by Herb

The Store Manager disagrees with this decision.

We need to discuss the shipping with FastColor. We need that to be fixed. We need to do a Pitney Bowes or something along those lines.

How long to get the 10% off the website etc. We need to get the wording out to change all of that. As of January 1st.

How long will it take for us to change stores?

Sales tax. We have to charge sales tax. Even though we are a non profit.

What about the free shipping on items over \$50? Lets leave this one alone for a while. Not do both of them right now.

If an item is returned to the store do we get charged for that again when it is sold?

States that are selling items that are bought from the store is fine. The states/Regions/Areas that are creating items with the motto/logo needs to get under control.

State 501c3's - Assisting National with funding other states. Charter fees for states that have 501c3's. Bundling with the store. Need to consult with the lawyers.

Children section and Clearance section and Exclusive section added to the store website. Every quarter we should have a limited availability item. Pick a number for the item.

Pop sockets for the back of your phone.

Email blasts.. What would you like to see in the store? If your item is selected we will give you a \$25 credit in the store.

Fundraising -

We must have a committee to look into the corporate areas. 3 persons for this committee...

From National Board down to the State Captains because of the NDA. The committee will go to the Board with their findings. They would take the findings to the Board for approval and a majority vote.

We need to get a few things in order before we can proceed. But we have to move forward and evolve. We need to do fund raising.

We can have a page on the website of our supporters.

Do different levels - Bronze, Silver, Gold as examples

Amazon Smile - we need to figure out what email address and phone number is attached to that.

NDA - printed and signed by everyone that needs to. BoD down to State Captains. Then mailed to the secretary.

Those who are on the info team need to sign NDA's

Funding crisis - We have to have a BUDGET

HOTH - Budget

VP of Operations - Budget

Treasurer - Budget - Shipping

VP of RC's/President - Traveling

Secretary - Budget

Take that money that we budget and double it. What will we do with that money?

If a state has a 501c3 they need to be helping.
27 separate 501c3's - States and areas

Do you have a store?
Do you have a website”?

The questionnaire is being done via phone calls. Bob will send them to the secretary. They will be on the website.

If you have any problems speak with David.

Clarification of the terms of office and partial terms

Term limits - proposed. If a Board Member wants to run for President. They should be allowed to run. They should be allowed to serve 2 terms. (4 years)

Should define office of the terms. The office of the President resets. 2 elected terms.

The most recent Bylaws is July 3 2016

It is either 1 year break or it is not. What if there are no options for elections?

Vote Article 4 Section 1 - Officers

Any 2 or more offices may be held by one person. The vote is - Do we allow this?

Brenda - Motion
Herb 2nd Motion
Unanimous vote to eliminate

Wording of bylaws changed from him his to change to him/her or he/she To include both men and women.

John - Motion
Cheryl - 2nd

Unanimous Vote

Once David approves the minutes he will go through the bylaws and send the revised by laws to the BoD. With the changes to him/her etc.

The BoD will have a chance to go through the Bylaws and have a chance to vote on them. Then they will come into effect.

The wording for the consecutive terms of office - Officers of the Corporation shall be limited to no more than two (2) consecutive elected terms of office, with the exception of the office of President. Any current or previous officer shall be eligible for up to, but no more than two (2) consecutive terms as President.

John - Motion
Herb - 2nd Motion

Unanimous Vote to change the wording Article 4 Section 2

Inserted ELECTED into the above statement -

John - Motion
Herb - 2nd Motion

Unanimous vote to add the word “Elected”

VP of Captains -

Mission Safety Statement needs to be completed ASAP and placed on the site for implementation and by all State Captains. It would be preferable that this, and the State Captain Nomination Procedures be placed on the website and emailed directly to all incoming State and Regional Captains.

Arizona and Minnesota have procession "groups". We are going to spin them off. The family or funeral home must request the procession group. Honor Guard. They have their own insurance policy and liability. If others would like to do that then they would have to create their own 501c3 and you cannot use the PGR name in any way. You must still be invited by the families. You may not wear PGR gear. If it is their bike they have to cover up PGR stickers, banners etc. Nothing identifying themselves as PGR Members.

They have to be within the confines of the laws of their states.

The BoD does not have Liability insurance.

Charters for the States - Certain set of perimeters - Those rules need to be implemented by the State Captains and provided to them.

There will be a collaboration with lawyers.

Trademark Use

Fundraising - includes Stores

Safety

State of Washington update - They are conceding. They required a signature on a letter from Darlene and David. They are going to hand the money over and the website. The money will be earmarked for Washington.

The defunct Board Members of Washington would be able to petition to have reinstatement to the PGR.

Membership Removal Procedures need to be places on the website and emailed to all incoming and new State Captains. Only a State Captain may request a member be removed. The removal request MUST be endorsed by the Regional Captain.

Snowball Express

David - State Captain of Florida. The shadow boxes are \$150 each.

The Wall - 2001 to present

Dog tags for all of the kids. Parents name on one side and the kids on the other side

Bike with a green screen will be done

Sewing room is under control. 20 people. A few from Texas will go and help set up and assist as needed.

Has Buck's role has changed since changing to Gary SInise? Buck is more fundraising than anything else.

Secretary

Minutes of the meeting, oversight of the store. Secretary should decide how much is in inventory and know how much we are paying for an item and how much we are selling it for. Should know how much inventory we have on hand. Responsible for knowing what is selling and oversee clearance of those items. New items. Not alone, with the help of Regional, State Captains and members. The Secretary does not work for the store the store works for us.

Treasurer

Monthly Treasurer's Report. Compare actual invoices to the billing statements for accuracy. In a conversation with Jon, FastColor is going to begin sending a weekly statement (itemized)

In the near future, the President will be instructing Jon to refuse payment to the store unless we have an accurate invoice.

Another email is being sent out to our members that the fundraising for the Gary SInise foundation and Snowball Express.

VP of Operations

Website - Latest on Migration

Additions to Website

Positions Available

Membership Reports

Donations

Mission Control

Cost of Various Operations Systems

Web Hosting

External

Mail Server Hosting

Mail Chimp

IT Standardization

Licensing

State/ Region Websites

Facebook/ Social Media

Hosting - \$1767 a quarter

External - % of sales. 1 1/2% of everything we sell

If someone buys something and sends it back we still pay that 1 1/2% That is averaging \$1,000 a month

Domain Name Server (DNS) \$200 a month

MailChimp - \$250 a month]

Roughly \$2,000 a month

We are signed up with TechSoup.org

Amazon (AWS) -

Elastic search that speeds up our search engine

MailChimp does a 15% discount to non profits. Another 10% if you do 2 factor authentication. Google Authenticator is one of those. SNS message. Moderators would have to do this. Going to check into this. Possibly going to get that other 10% off.

Who do we allow to post to the Facebook page? What do we allow to be posted to the FB page. What about the other FB Pages?

Website administrations. We use patriotguard.org for all administrative type contacts.

Somewhere down the road we have to add a BoD member to be an admin. On websites, Facebook, etc.

If we assume ownership to the Logo/Motto etc do we have control? We need to have administrative access to all state websites, regions, etc. Including all social media.

Herb will put together a policy for Social Media Websites. NO time frame as of yet

We need to put a job posting on the website. There is a plug in for that.

Comprehensive breakdown of members. And we can do this by states. Lots of other search criteria as well
All export is the name of the plugins.

State Captains want the ability to search out Ride Captains and members. Info etc.

Survey to be put together for the state captains to see if they want to do a search. \$10 for this plugin

Mission Control - taking names of people that would like to do this.

Submitters - doesn't have to be a RC.

Approvers - State Captain has to approve the Approvers. Amy or Herb has to approve the ones that can do the Approver process.

Zoom.us - Up to 3 people in a meeting and not more than 46 minutes

\$14.99 a month for zoom.us It is a video con call. But you can also take control of someone else computers. It is also records the meetings. Unlimited meeting

time and unlimited users.

\$65 for first live or \$190 for the year for premium from techsoup.org

\$65 a year we do zoom.us

Migrating the archived items.

We need to find a way to archive the old information.

We need to find a new web hosting company. Someone that can support WordPress. We can look at the patch idea to the members that donate. We must raise all of the money before we can start.

We are going to "sell" the patch for \$15

And then we can have the \$ be earmarked just for the IT

Event Calendar Pro is what we use for our missions and our funeral requests.

If we cannot raise the funds with these patches to migrate the website. How hard would it be to migrate it to the new website. It would be hard because it would be a foreign website for VBulletin.

We put a time limit on it. We appeal to the members, we say 3 months. What if we went to the States. What if we appealed to the states and see if they would ask them to donate funds? \$550 from your 501c3 to cover the costs of archiving. We also do the patches.

Vote - IT Patches - to go ahead with the limited edition patches to help with the raising of funds.

Herb motion

Cheryl - 2nd

Unanimous vote

We do a drop ship from the manufacturer of the patch. If we decide not to use FastColor.

We approach all 50 states to make donations. Ask for the \$550.

John Motion

Herb 2nd

Unanimous Vote

If we get over the \$16,000 we keep the money in reserve for the IT dept. Earmarked for them.

State Captains are going to have to reach out to the 501c3's to help out.

The picture of the boy on the website? Take it off the main website.

Motion made to take the pic of the boy off the website. Motion Denied

Ideas from the different states of an extraordinary mission to be presented for the website and change it out quarterly.

Open Discussion - Nothing from any board members

Meeting adjourned - 2056pm