

# THE PUNTA GORDA HISTORICAL SOCIETY

118 Sullivan Street, Punta Gorda, FL 33950  
941.639.1887

January 29, 2018

In attendance: Margaret Bogardus; Sue Blackwell; Linda Wilson; Martha McKenzie; Kathy Hindman-Kartz; Lynette DeGouw.

The following Board members are excused due to family medical issues or their being out of town at the time of this meeting: Jaha Cummings; Madie Kirkland; Connie Harbeson; Tammy Beauchamp; Connie Winesett; and Janette Hawley, Martha Bireda.

Guest: Joe Comeaux and Scott Shively

Margaret called the meeting to order at 6:00 pm and explained that there is not a quorum to have a business meeting so she adjourned the meeting. However, we are to have discussion on the topics of the Agenda.

At 6:03 pm Mercy Triana came into the meeting. Since she is a Board member, we now have a quorum, so Margaret called the meeting to order again.

Since this is a new Board, there are no minutes to be approved at this time.

There is no correspondence.

The Treasurer's report is not available at this time

Margaret informed the Board that Connie Winesett, who was just voted in as our Treasurer, is also paid \$360 per month to handle our financial records; write checks; pay bills; provide a financial report monthly; and other duties that a treasurer is to do. Connie was asked to assist us after Dottie Bennett resigned and refused to give us all of her records that pertained to our accounts, specifically all electronic records. Later we found accounts in hers and the former President's name that were suspicious and once audited had been receiving money from book sales that was dedicated by the book's family to our organization, but instead went to the former President. Connie researched our organization and donated many hours of her time from other clients that she had to help us collapse old accounts and create new ones and recover the past records that were possible to recover to help our organization move forward.

The matter before the Board at this time is the Conflict of Interest Policy and Connie's position. We can still have her as Treasurer, and she can still be paid monthly the \$360.00 if:

1. She signs a Conflict of Interest form and states her position, what she is paid; and does not vote on anything as an officer that is pertaining to her compensation for her services. (As stated in Article XIV Director Conflict of Interest, Section 4. Compensation)
2. The Board approves of Connie being paid the stated \$360.00 per month for her services and specifies what is expected of her to provide for the Board and the

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Organization. (As stated in Article VI Officers, Section 6. Treasurer) This section reads: “The Treasurer shall maintain the financial records of the Corporation; shall keep a full and accurate account of receipts and expenditures. **The Treasurer shall present a financial statement at every meeting of the Board of Directors.** The Treasurer shall be responsible for maintenance of such books of account and records in conformance to the requirements of the Bylaws. The Treasurer’s accounts shall be examined annually by an auditor who is a professional accountant authorized to practice in Florida or by an auditing committee of not less than three members of the Corporation. The auditor or auditing committee shall be appointed by the Board of Directors”.

It was suggested that Connie have a report emailed to the Recording Secretary to be included in the Notice of each Board meeting each month with a cover email or letter to explain any important, highlighted or discrepancies in the report.

It was also suggested that an Agreement or Contract be written and signed with witnesses by each of the following: Connie Winesett; Sherra Simms; and Sharon Sapp who are all employees of the Organization as to their positions, what is expected of them, their compensation for their services and how their hours and any requested overtime is handled. This Agreement or Contract is to be approved of by the Board of Directors at the next Board meeting.

Margaret asked the Board for a motion regarding the matter of Conflict with Connie Winesett. Lynette DeGouw made a motion that we keep Connie as the Treasurer, and prepare an Agreement or Contract that will specify her responsibilities, what is expected of her by the Board and address her compensation for her services. This motion was seconded by Sue Blackwell. There being no further discussion, Margaret called for the vote and the motion carried with Linda Wilson obtaining.

Margaret stated the next order of business is deciding the day and time of the Board of Directors Meetings. After discussion, it was decided that we would meet on the **4<sup>th</sup> Thursday of each month at 6:00 pm.**

Margaret stated that the next order of business is deciding how many General Meetings we will have. To recap: Our future General Meetings are to include approximately 30 to 45 minutes of updating the General Membership of the Board’s actions, the status of the Organization and any future events of the organization as well as volunteer opportunities to be on committees and assist at events. Then we are to have a program each month. Rich Simpson is the Chairman of the Program Committee and he will be searching out ideas for presentations, speakers, and various programs for our members to enjoy.

After some discussion, it was decided that we will have meetings on the following dates for the General Membership:

➤ February 6

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- April 3
- September 4
- November 6
- January 8 possibly

We also decided that we have the upcoming **GIVING CHALLENGE** on:  
May 1<sup>st</sup> 12:00 Noon until 2nd 12:00 Noon

We may also have a Christmas Party for the General Membership on December 4<sup>th</sup>. Although we could also have a Fundraiser for the Founder's Week Celebration in our Women's Club Building as well.

At this time Mercy Triana had to leave for another commitment.

Our guest Joe Comeaux introduced himself to the group, and afterward each member introduced themselves to him and each other.

Martha read the proposal to repair the broken sashes on the Train Depot windows by a contractor. Sue Blackwell suggested that we not wait on this, we need to get this repaired.

Margaret suggested that the General Membership vote on this. However in our Bylaws: (Article XII, Fiscal Matters, Section 2. Contracts. States: "The Board of Directors may authorize such officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be either general or confined to specific instances. Contracts and other instruments entered into in the ordinary course of business may be executed by the President, the Vice President or by such other officer designated to act in the place of or in the absence of the President, without specific Board of Directors authorization".

Therefore, the Board of Directors and Officers of the Corporation/Organization can act to enter into a contract to repair the windows and inform the General Membership that they have done so to maintain, repair, etc.... our buildings that we are responsible for without getting permission from the General Membership to do so. The damage that needs repaired or replaced on the Train Depot is the Windows; Chimney; Top Roof Wall; Building Cracks that can damage the structure of the building. At this time (4) separate Roofing Contractors have verified that the roof on that building is not compromised or damaged. There are a few tiles that have broken, however, they are an aesthetic to the building roof not the roof itself.

There was discussion regarding the insurance from our insurance company and Kathy Hindman-Kartz was requested to assist in getting a local insurance adjuster to help us recover the funding to get our buildings repaired.

The proposal was tabled until the next Board meeting on February 22<sup>nd</sup>.

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Sue Blackwell and Scott Shively have requested to be on the Agenda for the next Board meeting to present our new growing WEBSITE:

[www.puntagordahistory.com](http://www.puntagordahistory.com)

They ask that you go to the site, look around and be ready to give them some feedback on it. You may also give them feedback on their email before the meeting.

Sue: [ssbwell@embarqmail.com](mailto:ssbwell@embarqmail.com)

Scott: [timesifter@embarqmail.com](mailto:timesifter@embarqmail.com)

Sue is working on a “BOARD OF DIRECTOR’S MANUAL” and is wanting some feedback and ideas of what we would like included in the Manual.

Margaret informed the members that we have some events coming up and these events will need volunteers.

1. There will be a PGHS Fundraiser at the History Park on February 9<sup>th</sup> in the Price House. This event has limited seating and is a Spa Demo. If you volunteer for this event, you could be a docent for the Price House.
2. The Train Depot Luncheon – Patty Ross, Chairman – This event will be held on February 22<sup>nd</sup> around 11:00 am and will need some setup, serving, and breakdown for these men who will come from near and far for this annual event.
3. The Charlotte County Historical Society has requested our assistance at the History Park for their annual PIONEER DAYS event on February 23<sup>rd</sup> and 24<sup>th</sup>.
4. The Trabue Cottage roof is now on at the History Park and it needs painted. This job will need scaffolding and an experienced painter. Martha McKenzie will look into painters and bids for this project.

Margaret said there was another event where the paranormal spoke with Tosie Hindman at the History Park. We received \$100.00 donation from this event.

Margaret introduced the following Committees that we can use our talents and skills to help the organization move forward:

1. Hospitality:

2. Finance/Budget:

Connie Winesett  
Gene Murtha

3. Audit Committee:

Connie Winesett  
Kathy Hindman-Kartz

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| 4. Strategic Planning/Fundraising:                       | Gene Murtha<br>Martha McKenzie<br>Patty Ross<br>Lynette DeGouw |
| 5. Policies & Procedures:                                | Gene Murtha<br>Sue Blackwell                                   |
| 6. Communications/Public Outreach:<br>(Website/Facebook) | Sue Blackwell<br>Scott Shively                                 |
| 7. Volunteer Coordinator:                                |  |
| 8. Membership:   |  |
| 9. Education:  | Rich Simpson   |
| 10. Children's Education:                                | Connie Harbeson<br>Tammy Beauchamp                             |
| 11. Children Activities:                                 | Tammy Beauchamp<br>Lynette DeGouw                              |
| 12. History Park:  | Lynette DeGouw<br>Sharon Sapp<br>Star Zachritz                 |

If anyone can think of a committee title that we have not mentioned, please let Margaret know.

So, which committee, or committees do you feel you would like to assist, and recruit members for?

Meeting adjourned at 7:45 pm

Respectfully Submitted,

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Martha McKenzie,  
PGHS - Recording Secretary

Attachment: Board Meeting Dates

Cc: Howard Kunik, City Manager

## BOARD MEETING DATES FOR 2018

January	29 <sup>Th</sup>	
February	22 <sup>nd</sup>	
March	22 <sup>nd</sup>	
April	26 <sup>Th</sup>	
May	24 <sup>Th</sup>	
June (?)	28 <sup>Th</sup>	
July (?)	26 <sup>Th</sup>	
August	23 <sup>rd</sup>	
September	27 <sup>Th</sup>	
October	25 <sup>Th</sup>	
November	29 <sup>Th</sup>	
December	N/A	unless needed at an earlier time.