

[Organization Name]

Meeting Minutes

November 2, 2015

Present: Attached sign-in sheet

All title holders and board members present except where noted..

Babalou, Scott Seibert, Clint Maurice, Norm Nevers, Sam Jones, Alycia Day, Ben Hobbs, Lovely 43, Jay DelaRosa, Charles Hall, Daniel Foxx, Jenuwine Beaute, KVP, Krista, Cassie Nova, Felipe Lea, Ty Van Helsing, Molly Foxx

1. Treasurer's Report – Don Hood

Summary attached. Motion to approve report by Don, 2nd by Monica, unanimous - approved

2. Secretary's Report – Molly Martin

Nothing to report

3. Membership Report – Ciara Dela Rosa

Online membership is up to date, dues in by P&P Ball

4. Vice President's Report – Kenny McCollum

ABSENT – sent notes thru Monica: Ad contracts have been updated to reflect new dates - forms are online, motion to approve to contracts by Ciara, 2nd by Molly, unanimous - approved

5. President's Report – Monica Boulevard

Passed out a guide to planning for traditional events and expected dates during new business

6. Traditions Committee – Harold/Cicely

Reminder of meeting next Tuesday

7. Webmaster Report – Kenny McCollum

Nothing to report

8. Advertising Committee – Jay Dela Rosa

New contracts - attached

9. Social Media – Richard Rochelle

Nothing to report

10. ICC Report (50th Gala)

Nothing negative from Nicole

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11. White Knight & Debutante – Malibu

Save the dates, Feb 5 & 6, 2016

12. Gay Portland – Austin, Tatyana, Alexis

Nothing to report

13. Gay Oregon – Krista & Vicious

Nothing to Report

14. Prince & Princess – Onyx & Perry

Comp list – motion to approve by Monica, 2nd by Gina, unanimous – approved. Friends & Family dinner at Hobo's Dec 4th, 7pm reminder

15. Emperor & Empress Report – Richard & Vivica

Welcome, Soar card promotions for the year.

16. Old Business

KVP – coronation report – attached

Maria – rethink having vendors at hospitality and coronation events, thank you to all who helped with coronation.

17. New Business – Speakers

Scott Seibert – see attached email with speaking agenda

1. Vendor tables at coronation
2. Coronation sponsors
3. Paypal ending date for payments
4. Color programs
5. (see email) Jose Honors
6. (see email) Court of distinction submission for Rose Court to be made – motion to approve this made by Monica, 2nd by Richard, all yes but 1 abstention - approved.

Meeting out at 7:47pm

11/2/15

Sign in PAGE - COUNT MTG

BABALOU XX

SCOT

Clinton Maurice

Wm Aven

Sam Jones

Alycia Day

BW Helms

Kelly 43

Jay DeLa Rosa

Charles Tall

Daniel Surreal Fox

Jenni Wine Beante'

Kimberlee V.P.

Krista Beante'

Cassie Nova Liv

Felpe Lew

Ty Van Helsing

Molly Jaxx

ALLOCATED FUNDS AS OF November
2nd, 2015

Empress & Emperor Travel Fund -
\$1,500.00

Emperor & Empress Advertising Fund -
\$500.00

P&P Ball - \$3564.00

Total ALLOCATED FUNDS as of this report are: \$ 5,564.00

CORONATION 2015 BUDGET & REPORT

Presented by Kimberlee Van Patten and Maria Peters Lake on January 5, 2015
 For The Jubilee of the Rose - Rose Empress LVI The Lady Ambrosia Schock
 October 24, 2015 Coronation at the Portland Art Museum "A Little Bit Wicked"

		2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2015 Actual
Awards Dinner					
INCOME		\$1,180	\$1,875	\$0.00	\$1,525.00
EXPENSE	Meals	(\$59 @ \$20)	(75 @ \$25)		(61 @ 25)
	Lights/Sound/security	\$1,180.00	\$1,875	\$25.00pp	1,525.00
	Engraving	\$50	\$50	\$0	\$0.00
		\$33.06	\$26.22	\$30	41.61
	Total	\$1,263.06	\$1,951.22	(\$30)	(\$41.61)
	(loss)	(\$83.06)	(\$76.22)	(\$30)	(\$41.61)
MONARCHS RECEPTION/IN TOWN					
EXPENSE					
	Cake	\$108	\$175	\$0	\$100.00
	Room	\$0	\$500	\$0	\$0.00
	Champagne	\$0	\$403.50	\$0	\$100.00
	Profit/Loss	(\$108.00)	(\$1,078.50)	\$0	(\$200.00)
OUT-OF-TOWN SHOW					
INCOME	Cover	(107 @ \$20)	(117 @ \$20)	(100 @ \$20)	(89 @ 20)
	Hotel Refund	\$2,140	\$2,340	\$2000	1,780.00
EXPENSE	Lights/Sound	\$980	\$750	\$500	\$500.00
	Food/Gratuity	\$0	\$2,244.80	\$1,220	\$2000.00
	Sets	\$0	\$293	\$0	\$0.00
	Total	\$1088.00	\$4,366.30	\$1,720.00	\$2500.00
	Profit/loss	\$1052	(\$1,151.57)	\$280	(\$438.00)
HOSPITALITY					
INCOME	Donations	\$300	\$734	\$0	\$0
EXPENSE	Food	\$504.95	\$913.94	\$250	\$250
	Cleaning/Room	\$250.09	\$0	\$0	\$0
	Profit/Loss	(\$455.04)	(\$179.94)	(\$250)	(\$250.00)

		2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2015 ACTUAL
CORONATION					
INCOME	Cover	(284 @ \$65)	(320 @ \$65)	(400 @ \$65)	(493 paid tickets)
	Ad Sales	\$18,525	\$20,800	\$26,000	\$32,010.00
	Raffle/Other	\$2,406	\$3100	\$4000	\$4,350.00
	Hotel Refund	\$546	\$0	\$2000	\$970.00
	Sponsors	\$3,882.94	\$0	\$0	\$0
	Vendor Fees	\$0	\$4,500	\$3000	\$6000.00
	Paypal fees income	\$200	\$0	\$0	\$0
			365.56	\$0	798.22
	Total Income	\$25,559.94	\$28,765.56	\$35,000	\$44,128.22
EXPENSE	Room Rental	\$2,400	\$4,600	\$8,193.75	\$8,193.75
	Dressing Room	\$300	\$0	\$0	\$0
	Food/Gratuity	\$8,540	\$3,000	\$12,060.04	\$11,984.00
	Lights/Sound	\$4,060	\$3,560	\$5,000	\$5,150.00
	Runway/Sets	\$1,388	\$2,783.78	\$3,300	\$3,049.97
	Spotlight Ops	\$0	\$0	\$225	\$0.00
	Advertising/Posters	\$1,665	\$1950	\$1900	\$1,585.00
	Program Printing	\$1758.93	\$2304.84	\$2000	\$2,681.70
	Ticket Printing	\$0	\$148.75	\$150	\$204.00
	Packet Printing	\$493.25	\$275	\$260	\$194.00
	Souvenir Pins	\$1,160	\$1,145	\$1,200	\$1,441.00
	Crown	\$197	\$201	\$270	\$276.00
	Insurance	\$600	\$600	\$600	\$719.00
	Video Production	\$350.02	\$300	\$400	\$400.00
	Charity @ \$2/ticket	\$570	\$640	\$800	*\$1,283.00
	MC Room	\$636.62	\$774.02	\$400	\$0

[List of attendees]

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	MC Room	\$636.62	\$774.02	\$400	\$0
	Misc.	\$0	\$500	\$500	\$0
	Coro Tix/Tix Reimb	\$130	\$0	\$0	\$195.00
	Paypal fees expense		379.10	\$0	\$790.39
	Total Expense	\$24,248.82	\$23,161.49	\$37,258.79	\$38,146.81
Coronation	Profit/Loss	\$1,311.12	\$5,604.07	(\$2,258.79)	\$5,981.41
Awards Dinner	Profit/Loss	(\$83.06)	(\$76.22)	(\$30)	(\$41.61)
Reception/In	Profit/Loss	(\$108.00)	(\$1,078.50)	\$0	(\$200.00)
Hospitality	Profit/Loss	(\$455.04)	(\$179.94)	(\$250)	(\$250.00)
Out of Town	Profit/Loss	\$1,052.00	(\$1,151.57)	\$280	(\$438.00)
Coronation Weekend	Profit/Loss	\$1,717.02	\$4,196.34	(\$2,258.79)	\$5,051.80

*Includes \$285 merchandise sold & donated to coronation charity disbursement

2015-2016 ISRC EVENT PROGRAM ADVERTISING CONTRACT

Imperial Sovereign Rose Court
 ISRC, PO Box 4864, Portland, OR 97208

The Imperial Sovereign Rose Court of Oregon is a
 501(c)(3) non-profit corporation. Tax ID: 93-0797691
 www.rosecourt.org

Program Advertisement Agreement Contract Prices:

Back Cover	\$750	Full Page	\$450	Half Page Horizontal	\$250
Inside Covers (2)	\$750			Quarter Page	\$175



Advertiser Name: _____
Contact Name: _____
Address: _____
City/State/Zip: _____
Phone: _____ **Fax:** _____
Email Address: _____

<u>Ad Sizes (Width x Height)</u>	<u>4 Event Programs</u>	<u>Coronation Prgrm</u>	<u>Ad Sizes (width x height)</u>	<u>4 Event Programs</u>	<u>Coronation Prgrm</u>
Covers (3)	5" x 8"	7.5" x 10"	Half Page Hrztl	5" x 3 7/8"	7.5" x 4 7/8"
Full Page	5" x 8"	7.5" x 10"	Quarter Page	2 3/8" x 3 7/8"	3 5/8" x 4 7/8"

Advertising content must be submitted in final electronic form **min 300dpi PDF, JPEG or TIFF** file. All ads are black and white inside minimum 1 point rule border. No image bleeds. Contract includes **four 5.5" x 8.5"** format programs: *Prince & Princess Ball*: December; *White Knight & Debutante Ball*: February; *Gay Oregon Pageant*: June; *Gay Portland Pageant*: August, and **one 8.5" x 11"** format program: *Coronation* in October. **Please E-mail print-ready ads in accordance with deadlines to: advertising@rosecourt.org**

Advertising Agreement Size: _____ **ISRC Rep. Name:** _____

Form of payment: Cash \$ _____ Check _____ (# _____) Money Order \$ _____

Make Check or Money Order payable to ISRC or The Imperial Sovereign Rose Court of Oregon.

Payment received by (ISRC Rep.): _____ **Date:** _____

This advertising contract is the entire agreement between the Imperial Sovereign Rose Court (ISRC) and the advertiser herein named. No other agreement, verbal or written, shall affect or modify it.

The advertiser agrees to pay the ISRC in full in advance for all advertising space without exception. The ISRC reserves the right of prior approval of content for all advertisements.

The advertiser agrees to protect and indemnify the ISRC against any and all liability, claims and demands related to or arising from the publication of any submitted advertisement.

This contract entered into by (Advertiser Signature): _____ **Date:** _____

ISRC Board Member signature: _____ **Date:** _____

2015-2016 ISRC SPONSOR/ADVERTISING AGREEMENT

Imperial Sovereign Rose Court
 ISRC, PO Box 4864, Portland, OR 97208

The Imperial Sovereign Rose Court of Oregon is a
 501(c)(3) non-profit corporation. Tax ID: 93-0797691
www.rosecourt.org ISRC Fiscal year: Nov. 1 – Oct 31



Sponsorship Level:

Tea Rose \$5000
Hybrid Tea Rose \$2500
Floribunda Rose \$1500
Climbing Rose \$ 500

Included Benefits: Sponsor Name & Logo listed in all programs

Full page ad in 5 event programs; 2 prime tables for 10 each at Coronation;
 3/4 pg ad in 4 programs, 1 page ad, Coronation; Tickets for 10 at Coronation*
 1/2 pg ad in 5 programs; Tickets for 6 at Coronation*
 Tickets for 2 at Coronation *(Plus event reserved seating)

Sponsorships are 1 fiscal year: **Start Date:** _____ **End Date:** _____

We Thank You For Your Sponsorship, ISRC Board of Directors

Sponsor Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ **Fax:** _____

email address: _____

<u>Ad Sizes (Width x Height)</u>	<u>4 Event Programs</u>	<u>Coronation Prgrm</u>	<u>Ad Sizes (width x height)</u>	<u>4 Event Programs</u>	<u>Coronation Prgrm</u>
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Sponsor Agreement \$ Level: _____ **Sponsorship Date:** _____

Form of payment: Cash \$ _____ Check _____ (# _____) Money Order \$ _____

Make Check or Money Order payable to ISRC or The Imperial Sovereign Rose Court of Oregon.

Payment received by (ISRC Rep): _____ **Date:** _____

This sponsorship agreement is the entire agreement between the Imperial Sovereign Rose Court (ISRC) and the sponsor herein named. No other agreement, verbal or written, shall affect or modify it.

The sponsor agrees to pay the ISRC in full in advance without exception. The ISRC reserves the right of prior approval of content for all advertisement space granted based on the sponsorship level.

The sponsor agrees to protect and indemnify the ISRC against any and all liability, claims and demands related to or arising from the publication of any submitted advertisement.

This contract entered into by (Sponsor Signature): _____ **Date:** _____

ISRC Board Member signature: _____ **Date:** _____



9 AM

1/02/15

IMPERIAL SOVEREIGN ROSE COURT OF OREGON
Reconciliation Summary
1010 · Checking account, Period Ending 10/31/2015

	<u>Oct 31, 15</u>
Beginning Balance	19,553.11
Cleared Transactions	
Checks and Payments - 24 items	-20,994.51
Deposits and Credits - 21 items	28,889.41
Total Cleared Transactions	<u>7,894.90</u>
Cleared Balance	<u>27,448.01</u>
Uncleared Transactions	
Checks and Payments - 30 items	-20,458.02
Deposits and Credits - 28 items	19,704.10
Total Uncleared Transactions	<u>-753.92</u>
Register Balance as of 10/31/2015	<u>26,694.09</u>
Ending Balance	26,694.09

[List of attendees]

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IMPERIAL SOVEREIGN ROSE COURT OF OREGON
Reconciliation Summary
1070 - Savings account1, Period Ending 10/31/2015

	<u>Oct 31, 15</u>
Beginning Balance	28,164.20
Cleared Transactions	
Deposits and Credits - 1 item	3.76
Total Cleared Transactions	<u>3.76</u>
Cleared Balance	<u>28,167.96</u>
Register Balance as of 10/31/2015	28,167.96
Ending Balance	28,167.96