

Board Meeting 6/14/2026 at Jersey Meadows Golf Club

From: Brenda Staton (2ndwphcsecretary@gmail.com)

To: board@secondwindphc.com; brenstaton@aol.com

Date: Tuesday, June 16, 2026 at 09:46 AM CDT

Hi Everyone,

The meeting was called to order at 3:15 PM.

Attendance:

- Robert
- Kelly
- Brenda
- Randy
- Colleen
- Suzy
- Walt (via phone)

Guests:

- Ron
- Patrick
- Kyle

Brenda, Suzy and Colleen met to discuss previous emails: Here are the notes:

Ron set up emails for the board

Dropbox invitation was send to board from Colleen. Dropbox will act as a depository for documents

Bylaws were approved and adopted by the board and went into effect 6/1/2026

Kelly bought 12 white t-shirts for our founders \$16.50 each. Founders paid Kelly for the shirts. Green will be the official color here on out. Shirts can be purchased on the website for \$25. If someone wants it mailed, Colleen will do that for a \$6 fee.

Ron held a webinar on 6/4

T-shirt forms are available starting on 6/3

Facebook will start 6/7

Robert sent agenda for our next board meeting in google docs on 6/7

Old business to discuss: philosophy, emails, paypal vs clover

Collen paid a \$600 filing fee with the IRS as well as the P.O. Box and checks (her contribution to the club)

Collen will work on getting us exempt from a franchise tax

There will be sales tax on T-shirt sales. Taxes will be paid quarterly

We want to revisit the topic of giving new members numbers (Colleen and Suzy will discuss)

Ask Ron if in papal we can opt in for automatic renewals and if we can have a letter that goes out automatically saying their membership is up for renewal.

I created an account for club emails to be forwarded to 2ndwindphcsecretary@gmail.com

Ron will change my forwarding address to this email

We think we should bring name tags to meetings in case we have new people or people forget their lanyards.

If the President calls for a vote we can have remote voting, or in person or at the someone can defer to the next board meeting. Motion for membership, activities director and member at large to be elected positions. Motion passed. Colleen will amend the bylaws. Historian and webmaster will remain appointed positions.

Bylaws will be on the website along with links to the newsletter and PHIP.

Colleen will send out another invitation for Dropbox which will be tied to the club.

Paypal is a single time use. Does not auto renew memberships. A report will be sent to the board members at the end of the year.

Website, individuals can change different aspects of the website. Ron can separate powers as needed. Ron will send out all the security functions.and see who wants access to account information. Ron has paypal access currently. Colleen, Brenda and Robert have banking access.

Merchandise: Randy is responsible for price lists, inventory and handing out merchandise. T-shirt vendor is A&E Screen printing. Kelly must order a minimum of 12 t-shirts at a time. Cost is \$14 per shirt. We are selling them for \$25 which does include sales tax. Membership has a place for optional t-shirt size information. Kelly mentioned the Full Moon party and may want to try and sell memberships and t-shirts there. The purchaser needs to know how much sales tax was included. Robert is in charge of the large car magnets. Robert, Kelly and Randy will work together on the merchandise. Other items that we may want to purchase are: lanyards, business cards or club cards with our logo and QR codes. Other possible vendors: Vista Print, Fast signs. Our website has information regarding orders as well. Ron needs to change the t-shirt price on the website to \$25 instead of \$30. Sticker will be \$3.

Colleen (Financial information) Financial report was reconciled to the penny. Please review the income statement for more information. Clover owes us \$20. Colleen will check into that. Robert will be reimbursed for the cost of the banner and stickers (\$194.85). Cake was free at the Cowboy Surfer event. Kelly and Suzy will work on what exactly will be included in Membership packets. The Seebergers gave \$100 for seed money. We need to make sure we acknowledge and thank all people who have given the club seed money. We are a 501 (C7) charity. Ron will ask his attorney tomorrow about being tax exempt for selling t-shirts since we are a charity club. Eventually we will have 2 bank accounts, one as an operating account and one totally for charity donations. Operating account will pay for recurring operating expenses such as the PO Box, PHIP, domain names ect. Colleen still has a project list including making changes to the financial policy. We need to clarify that the club will be taking 10% off the top of all charity events. Colleen will also check with the bank regarding Clover if there is no activity will we be charged a fee for no activity. We currently have 4 QR codes: Clover and Zelle can be used to anything. Paypal has 2 QR codes, one for merchandise and one for membership. We have 2 square readers that can also be tap to pay.

Suzy-Membership: Since the Cowboy Surfer event we have 65 members. 5 applications have been sent out but not returned. Suzy is still considering getting a button making machine. Kelly will order lanyards. When we get a new member we will give them a white lei. Ideas for-membership packet include: lanyard and name tag, lei, sticker, parrot head prayer or rules, intro letter, bag and air freshner. Ron suggested we talk to a beer sponsor such as Land Shark and maybe they will give us free beer at one of our events for the new members like a membership mixer.

Walt-Media

We have a basic page for anyone and a private group page for members. We have a public facebook and page and a private facebook page too. We also have an instagram. Newsletter is continuing to be worked on. We have a mail chimp account.

Kelly- Activities

Cowboy Surfer was a huge success. That day we collected \$3830. Ron has offered his home and pool for a party. Ricky Lamb is confirmed at the Texas Hideout on July 17 from 6-9. The Hideout has agreed to pay Ricky \$350. Perhaps the Hideout will come out with a special Parrot Head drink.

June 27 is National Bingo day. Kelly has some ideas. Ron suggested putting together mini committees to help with different events. It gets the membership involved and helps the activities director alot. Maybe in September we can have an end of summer party with a school supply drive. Sunny Jim will be in Houston, Other ideas: Houston Food Bank; CyFair Helping Hands, 2nd Servings, Christmas in July, Robert Greeney will be at Lomontes and June 20 at 6 pm. Kelly made a reservation for 12 people.

Next meeting July 19 at 3 pm at Jersey Meadows.

Meeting adjourned at 5:05 pm

Thanks,
Brenda Staton
Secretary