

**FRIENDS OF MISSION SAN LUIS, INC.**  
**EXECUTIVE COMMITTEE MEETING**  
**July 13, 2009; 11:00 A.M.**  
**Archaeology Lab, Mission San Luis**  
**2100 W. Tennessee Street, Tallahassee, FL. 32304**  
**Minutes**

**Participants:**

**Committee Members:** Ms. Carol Bryant-Martin\*, Vice Chair; Mr. Tony Carvajal\*\*

**Staff:** Dr. Bonnie McEwan, Ms. Jessica Shiver and Ms. Cookie Stevens

\*In Chairman Ramsay's absence, Ms. Carol Bryant-Martin agreed to chair this meeting. \*\*Indicates conferee by phone

- I. Ms. Bryant-Martin served as Chair and began the meeting at 11:42 A.M. Roll was called, a quorum was noted, and the meeting was confirmed as being properly noticed.
  
- II. Review June Income and Expense Report  
Dr. McEwan stated the proceeds were down due to the economy, yet we had a gain because the La Pluma designer was brought in-house, thereby reducing the expense by almost \$6,000 over the last year. The Board anticipates gains next year generated by the banquet rentals, admission fees and new merchandise in the gift shop.
  
- III. Catering Agreement with University Center Club  
Dr. McEwan said the University Center Club declined our request to income generated from their business at MSL. The decision was made to move forward without the requested revision.
  
- IV. Visitor Center Update  
Ms. Bryant-Martin asked Dr. McEwan to provide an update on the progress of the Visitor Center. Dr. McEwan said staff is currently scheduled to take possession of the building on August 18, 2009.
  
- V. Grand Opening  
Due to funding, the decision was made to have a one day Grand Opening event on December 13, 2009. The Commemorative Mass will be held at 2:00 P.M. followed by the opening ceremony and reception from 3:00 P.M. - 5:00 P.M. at the new Visitor Center.
  
- VI. Review of Potential Auditors  
Ms. Shiver sent proposal letters to three local CPA firms: James D.A. Holley & Company; Thomas Howell Ferguson, P.A.; and Carroll and Company. The information sent included:
  1. A request for a proposal for our FY 2008-2009 audit
  2. The NEH Contract
  3. MSL's FY 2007-08 audit
  4. A list of monthly services provided by Thompson Brock Luger & Company

Ms. Shiver asked the accounting firms to respond with their proposals by Monday, August 3, 2009 in time to present at the next meeting.

VII. Donor Wall

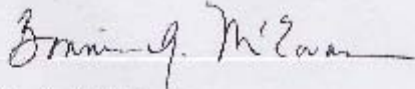
Ms. Bryant-Martin stated that due to the overwhelming number of contributors, MSL has found it necessary to redesign the original Donor Wall. Rather than plaques, two large LCD screens listing the names of all our supporters will be used. Dr McEwan explained that this method is infinitely expandable and dynamic. Mr. Carvajal agreed, provided we inform donors that we have decided to use this method instead.

VIII. Miscellaneous

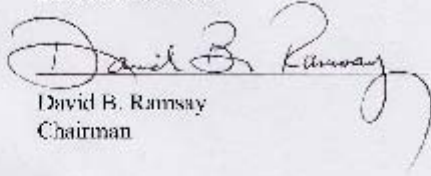
The Secretary of State asked Chairman Ramsay to form a Government Relations Committee to track Mission legislation. Chairman Ramsay asked that Mr. Carvajal chair the committee. Mr. Carvajal agreed to do so and will have a list of prospective members by the next meeting on August 10.

Meeting was adjourned at 12:15 P.M.

Authorized Signatures

Handwritten signature of Bonnie G. McEwan in cursive script.

Bonnie G. McEwan  
Executive Director

Handwritten signature of David B. Ramsay in cursive script.

David B. Ramsay  
Chairman