

**FRIENDS OF MISSION SAN LUIS, INC.**  
**EXECUTIVE COMMITTEE MEETING**  
**April 13, 2009; 11:00 A.M.**  
**Archaeology Lab, Mission San Luis**  
**2021 Mission Road, Tallahassee, FL**

**Minutes**

**Participants:**

**Committee Members:** David Ramsay, Chairman; Ms. Carol Bryant-Martin; Mr. Tony Carvajal  
**Staff:** Dr. Bonnie McEwan, Ms. Jessica Shiver and Ms. Cookie Stevens

I. Mr. David Ramsay began the meeting at 11:10 A.M. in the Archaeology Lab, Mission San Luis, Tallahassee, Florida. Role was called, a quorum was noted, and the meeting was confirmed as being properly noticed.

II. New Visitor Center

Dr. McEwan informed the Committee that construction on the new Visitor Center is on schedule and the Certificate of Occupancy should be issued in August. The following fee schedule for the banquet hall was discussed and will be recommended to the Board:  
Daytime weekdays: 8 A.M. – 2 P.M. = \$750 (plus \$250 each additional hour).  
Evening weekdays: 3 P.M. – 9 P.M. = \$1,000 (plus \$250 each additional hour).  
Weekends (Friday night, Saturday & Sunday): additional \$250 above base fee.

Dr. McEwan showed the Committee the design of the “donor wall” in the new Visitor Center. There will be room on the wall for recognition of past and future donors. The plaques will be arranged by donation amount:

GOLD - \$50,000 - \$500,000 (6)  
GREEN - \$5,000 - \$49,999 (10)  
SILVER - \$1,000 - \$4,999 (21)

Mr. Ramsay suggested sending a letter to all donors advising them of their listing on the donor wall.

III. Mission San Luis Catering Agreement

Mr. Ramsay said Mr. Jon Moyle has reviewed the contract thoroughly and discussed the proposed edits with the Committee. The Committee made a few more changes then agreed to authorize Mr. Moyle to work with the caterer’s attorney.

MOTION TO ACCEPT THE AGREEMENT: Ms. Bryant-Martin

MOTION SECONDED: Mr. Carvajal

MOTION APPROVED.

IV. Upcoming Events

Dr. McEwan discussed the Chihuahua Parade on May 2 from 10 A.M. – Noon, the Militia Muster on May 9 from 10 A.M. – 4:00 P.M., and the Governor’s visit on May 13 (since changed to May 12) from 10 A.M. – Noon. On April 14, Univision will be filming at the Mission and interviewing one of our Spanish-speaking costumed interpreters. Mr. Ramsay recommended that distinctive name tags be made for board members to be worn at public events.

V. La Pluma

Dr. McEwan advised the Committee that Jan Wiley received a lower bid for printing La Pluma from a local company named Durra-Print. The bid was \$1,995 for 2,000 copies, almost half the cost of the current company.

MOTION TO CHANGE PRINTER VENDORS: Ms. Bryant-Martin

MOTION SECONDED: Mr. Carvajal

MOTION APPROVED.

VI. Miscellaneous

Utility Lines - Mr. Ramsay said he brought Mayor Marks to the Visitor Center and, while touring, showed him the utility lines which obstruct the view of the Mission from the second floor window. He asked the Mayor if the City of Tallahassee could bury 300 feet of the existing power lines. The Mayor agreed to support the request and suggested we speak with Comcast and Embarq, for their compliance as well. Ms. Bryant-Martin offered to speak with an acquaintance at Embarq about the cable line burial.

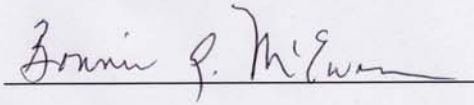
Cash Disappearances – Mr. Ramsay reported there have been several occasions when the El Mercado cash register and the donation box have been pilfered. In an effort to catch the thief, our on-site police officer said he will try to secure cameras from the Tallahassee Police Department and have them installed by this weekend. In the interim, precautions have been made and the larger bills are removed daily.

Dr. McEwan said the budget proposal review will be discussed at the next Executive Committee meeting.

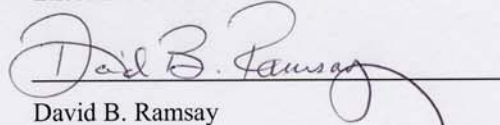
VII. Adjourn

Mr. Ramsay adjourned the meeting at 12:07 P.M.

Authorized Signatures - 6-11-09

A handwritten signature in cursive script, reading "Bonnie G. McEwan", written over a horizontal line.

Bonnie G. McEwan  
Executive Director

A handwritten signature in cursive script, reading "David B. Ramsay", written over a horizontal line.

David B. Ramsay  
Chairman