

**CITY OF MCKINNEY
MCKINNEY ARMED SERVICES MEMORIAL BOARD, INC.
Wednesday, May 11, 2011
6:00 p.m., Conference Room, 1611 North Stonebridge Drive**

The McKinney Armed Services Memorial Board met at the Parks, Recreation and Open Space Conference Room, 1611 North Stonebridge Drive, at 6:00 p.m.

Board members present were David Allevato, Kay Clifton, R.D. Foster, Curtis Rath, Jim Nichols, and Ralph French, as well as Parks Development Superintendent Steve Brainerd. Board member absent was Ron Poynter, due to business travel.

Chairperson Allevato called the meeting to order at 6:00 p.m.

11-28 – Approve April 14, 2011 Minutes

Copies of the minutes of April 14, 2011, were distributed and discussed. On a motion by Mr. Nichols, seconded by Mr. Foster, board members unanimously approved the minutes.

11-29 – Discuss and Approve Details of Memorial Design

Mr. Brainerd noted that LanArc Design is requesting a final copy of the two quotes for the Wall of Honor, as well as a copy of the final list of names. Mr. Foster indicated he would forward the quotes immediately and that the final count of names is 345. Mr. French indicated he would forward a final copy of the names, as well.

11-30 – Discuss and Approve Construction Contract.

Mr. Brainerd provided board members with construction contract bid tabulations and requested approval by the Board to recommend awarding the contract to JDC Construction, Wylie, TX. After further discussion, on a motion by Mr. Nichols, seconded by Mr. Rath, board members unanimously approved the recommendation of JDC Construction be forwarded to the Parks, Recreation and Open Space Advisory Board and City Council for approval.

Mr. Brainerd noted that remaining memorial account funds would eventually need to be transferred to a specific memorial fund account and he would contact the finance department for their recommendations.

Mr. Brainerd further stated that construction could start as early as June 7, 2011, with probable completion by September 27, 2011.

11-31 – Discuss Veterans Day/Park Dedication 2011 Ceremony

Chairman Allevato opened the discussion regarding the Veterans Day/Park Dedication Ceremony scheduled for November 12, 2011.

Mr. Curtis provided board members with a proposed agenda for the ceremony and asked for suggestions. Board members recommended persons for various aspects of the ceremony. Mr. Allevato stated he would immediately send invitations to Congressmen Johnson and Hall for the event, but noted a choir invitation would be more appropriate after school commences next fall. Mr. Foster noted that Gold Star Mothers have requested to assist whenever needed.

Mr. Foster said he was writing an article for McKinney Living regarding the memorial which will be in a fall edition. He further suggested entering the July 4,

2011, Red, White and Boom Parade or at least in some way advertising the Memorial, possibly on the VFW float.

Mr. Nichols noted that June 18, 2011 is the 75th Anniversary of Post 2150 and the Memorial and November ceremonies could be advertised by handouts provided at the anniversary event.

11-32 – Discuss 2011 Sundown Ceremony

Chairman Allevato noted that Mr. Poynter had volunteered to organize the Sundown Ceremony, however his business flight was delayed and he was not able to attend the meeting. He said that Mr. Poynter had sent board members a proposed agenda for the ceremony, which would be discussed in detail next month. Chairman Allevato requested any comments or suggestions about the ceremony.

Mr. Foster stated that his vision for the ceremony was a very informal event with possibly a bugle call, short opening speech, reading of the Wall of Honor names, and Taps.

Other discussions included possibility of a tent, placement of a podium, and requirement of invitations.

11-33 – Discuss and Approve Fundraising Details

Chairman Allevato opened the discussion regarding fundraising, noting the necessity for continual fundraising for maintenance of the memorial site. Referring to the low response to the fundraising letter recently sent to businesses, Mr. Brainerd stated that other means of fundraising might be more beneficial.

Mr. Nichols reminded board members of the June 25, 2011, VFW Post 2150 Golf Outing, of which some of the proceeds would benefit the Veterans Memorial. He said there had been very good response and he expected it to be a yearly event. He said advertisement for the Memorial and November events could be provided as handouts to participants.

Mr. Foster noted that the golf course being used for the tournament was originally a course built on the grounds of the Ashburn U.S. Army Hospital in 1944 with funds raised by Byron Nelson, Ben Hogan, and other professional golfers, to be used by the wounded soldiers who were housed there.

11-34 – Discuss Board Member Duties and Standard Operating Procedures

Chairman Allevato noted he had received duty statements from some members and wanted to develop some definitive guidelines on tax filings. Mr. French volunteered to assist Chairman Allevato with this responsibility.

11-35 – Citizen Comments

There were no citizen comments.

Adjournment

Chairperson Allevato suggested the next board meeting be held on June 8, 2011, at the Parks, Recreation and Open Space Administrative Offices Conference Room, 1611 North Stonebridge Drive, at 6:00 p.m.

On a motion by Mr. French and seconded by Mr. Nichols, the meeting was adjourned at 7:25 p.m.

DAVID ALLEVATO
Chairperson