

Libertarian Party of Brevard County - Business Meeting Agenda

*This draft agenda is subject to approval by the voting membership.

Meeting to be held on 02/20/2023

Cape Royal Professional Business Center

1980 N Atlantic Ave Second Floor, Cocoa Beach

Sign in

Meet-and-Greet

1. Call to order
2. Officer Roll Call
 - Determination of quorum (75% of Executive Committee or 25% of all voting members)
3. Approval of Agenda
4. Approval of January 22, 2023 Annual Business Meeting
5. Officer Reports
 - Chair
 - Vice Chair
 - Secretary
 - Treasurer
 - Director At Large
6. LPF Report
 - Region Representative
7. Committee Reports
 - Outreach Report
 - Events Committee Report.
8. Old Business:
 - 2023-02 Amend Constitution for Deputy Secretary & Treasurer
-See Addendum 2
 - 2023-03 Amend Bylaws to Add Section Titles

-See Addendum 3

- 2023-04 Amend Constitution & Bylaws to Replace Roman Numerals
- Establish Gala Committee Chair

9. New Business

➤ Motions

- 2023-10 2022 Annual Audit and Reaffiliation
See Addendum 1

10. Public Comments

11. Notice & Announcement of Next Meeting

➤ Next Meeting Date & Location

March 20, 2023 6:30 pm

Cape Professional Business Center

1980 N Atlantic Ave 2nd Floor, Cocoa Beach

➤ Next Social Date & Location

TBD

12. Adjournment

Addendum 1

Motion 2023-10

Title: Annual Audit and Reaffiliation

Mover: Greg Peele

Motion: I move to adopt the Fiscal Year 2022 Annual Audit as presented and to authorize the newly elected Executive Committee to sign and submit the 2023 annual Petition to Affiliate with the Libertarian Party of Florida.



LP BREVARD
LAUNCHING LIBERTY

Annual Audit

Fiscal Year 2022

Statement of Assets, Liabilities, and Net Assets

Asset Type	Balance 12/31/22	Liability Type	Balance 12/31/22
Cash & Equivalents	\$ 6,554.80	Current Debt	-
Accounts Receivable	-	Accounts Payable	-
Other Assets	-	Other Liabilities	-
Total Assets	\$ 6,554.80	Total Liabilities	-
Net Assets	\$ 6,554.80		

Statement of Income and Expenses

Income Type	Total 2022	Expense Type	Total 2022
Contributions	\$ 15,006.32	Operating Expenses	\$ 12,304.24
Refunds Given	-	Refunds Received	\$ (76.94)
Other Income	-	Other Expenses	-
Other Gains	-	Other Losses	-
Total Income	\$ 15,006.32	Total Expenses	\$ 12,227.30
Net Income	\$ 2,779.02		
In-Kind	-		

Reconciliation

Assets via Net Income		Assets via Cash Flow	
Starting Assets	\$ 3,850.78	+ Deposits	\$ 26,315.16
(Less Starting Liabilities)	\$ (75.00)	(Less Withdrawals)	\$ (23,611.14)
+ Income	\$ 15,006.32	Net Cash Flow	\$ 2,704.02
(Less Expenditures)	\$ (12,227.30)	Current Assets	\$ 6,554.80
Net Income	\$ 2,779.02	(Less Current Liabilities)	-
Net Assets	\$ 6,554.80	Net Assets	\$ 6,554.80

Approved By

_____ Date: _____

Nathan Slusher, Chair

_____ Date: _____

Gregory Peele Jr, Treasurer



LP BREVARD
LAUNCHING LIBERTY

Annual Audit Fiscal Year 2022

Income By Category

Category	Income	Q1 Report	P7 Report	G7 Report	Q4 Report	Total 2022
Monetary	Cash	\$ 115.00	\$ 5.00	\$ 150.00	\$ 260.00	\$ 530.00
	Check	\$ 500.00	\$ 3,057.95	\$ -	\$ 325.00	\$ 3,882.95
	Electronic	\$ 1,421.62	\$ 5,479.63	\$ 1,911.89	\$ 1,780.23	\$ 10,593.37
	Subtotal	\$ 2,036.62	\$ 8,542.58	\$ 2,061.89	\$ 2,365.23	\$ 15,006.32
In-Kind		\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 2,036.62	\$ 8,542.58	\$ 2,061.89	\$ 2,365.23	\$ 15,006.32

Expenses By Category

Category	Expenses	Authorized	Q1 Report	P7 Report	G7 Report	Q4 Report	Total 2022
Banking	Equipment	\$ 200.00	\$ 4.95	\$ 138.80	\$ 14.85	\$ 9.90	\$ 168.50
	Fees	\$ 350.52	\$ 54.82	\$ 162.46	\$ 79.74	\$ 53.50	\$ 350.52
	Subtotal	\$ 550.52	\$ 59.77	\$ 301.26	\$ 94.59	\$ 63.40	\$ 519.02
Candidates	Contributions	\$ 750.00	\$ -	\$ 250.00	\$ 500.00	\$ -	\$ 750.00
	Subtotal	\$ 750.00	\$ -	\$ 250.00	\$ 500.00	\$ -	\$ 750.00
Facilities	Office	\$ 900.00	\$ -	\$ -	-	\$ -	\$ -
	Subtotal	\$ 900.00	\$ -	\$ -	-	\$ -	\$ -
Events	General	\$ 1,100.00	\$ 98.02	\$ 66.90	\$ 125.00	\$ 50.00	\$ 339.92
	Advertising	\$ 3,200.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
	Catering	\$ 3,500.00	\$ 392.53	\$ -	\$ 2,127.70	\$ -	\$ 2,520.23
	Charity	\$ 878.48	\$ -	\$ -	\$ -	\$ 878.48	\$ 878.48
	Speakers	\$ 1,400.00	\$ -	\$ 810.62	\$ -	\$ 560.48	\$ 1,371.10
	Sponsorships	\$ 475.00	\$ 325.00	\$ 50.00	\$ -	\$ -	\$ 325.00
	Venues	\$ 1,200.00	\$ 575.12	\$ -	\$ 575.13	\$ -	\$ 1,150.25
	Subtotal	\$ 11,753.48	\$ 1,390.67	\$ 927.52	\$ 5,327.83	\$ 1,488.96	\$ 9,134.98
Outreach	General	\$ 2,000.00	\$ -	\$ 830.15	\$ 25.75	\$ -	\$ 855.90
	Branding	\$ 300.00	\$ -	\$ 283.25	-	\$ -	\$ 283.25
	Mail	\$ 200.00	\$ 81.60	\$ -	\$ 24.00	\$ -	\$ 105.60
	Merchandise	\$ 480.60	\$ -	\$ -	\$ 175.75	\$ 82.24	\$ 257.99
	Social Media	\$ 100.00	\$ -	\$ 16.79	-	\$ -	\$ 16.79
	Printing	\$ 200.00	\$ -	\$ 89.71	-	\$ 88.66	\$ 178.37
	Web Hosting	\$ 200.00	\$ -	\$ 35.40	\$ 90.00	\$ -	\$ 125.40
	Subtotal	\$ 3,480.60	\$ 81.60	\$ 1,255.30	\$ 315.50	\$ 170.90	\$ 1,823.30
Total	Total Expenses	\$ 17,434.60	\$ 1,532.04	\$ 2,734.08	\$ 6,237.92	\$ 1,723.26	\$ 12,227.30



Annual Audit

Fiscal Year 2022

Merchandise Profit & Loss

Category	Expenses	2021 Lifetime	2022 Actual	Uncleared	Lifetime
Revenue	On Demand	\$ -	\$ 502.98	\$ -	\$ 502.98
	Inventory	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ 502.98	\$ -	\$ 502.98
Costs	On Demand	\$ -	\$ 108.55	\$ 222.05	\$ 330.60
	Inventory	\$ -	\$ 149.44	\$ -	\$ 149.44
	Subtotal	\$ -	\$ 257.99	\$ 222.05	\$ 480.04
Margin	On Demand	\$ -	\$ 394.43	\$ (222.05)	\$ 172.38
	Inventory	\$ -	\$ (149.44)	\$ -	\$ (149.44)
	Subtotal	\$ -	\$ 244.99	\$ (222.05)	\$ 22.94
Overhead	Website	\$ -	\$ 49.00	\$ -	\$ 49.00
	Subtotal	\$ -	\$ 49.00	\$ -	\$ 49.00
Total Expenses		\$ -	\$ 306.99	\$ 222.05	\$ 529.04
Net Income		\$ -	\$ 195.99	\$ (222.05)	\$ (26.06)

2022 Thanksgiving Event Designated Fund

Category	Income	Expenses	Net
Donations	\$ 628.48	\$ (628.48)	-
General Fund	\$ 250.00	\$ (250.00)	-
Total	\$ 878.48	\$ (878.48)	-

Cash Flow By Accounts

Account	01/01/2022 Balance	Deposits	Withdrawals	Net Cash Flow	12/31/2022 Balance
PNC Checking	\$ 2,729.88	\$ 15,490.90	\$ (12,094.59)	\$ 3,396.31	\$ 6,126.19
PNC Merchant	-	\$ 2,852.35	\$ (2,526.66)	\$ 325.69	\$ 325.69
Paypal	\$ 1,120.90	\$ 7,971.91	\$ (8,989.89)	\$ (1,017.98)	\$ 102.92
Total	\$ 3,850.78	\$ 26,315.16	\$ (23,611.14)	\$ 2,704.02	\$ 6,554.80

Addendum 2

Motion 2023-02

Title: Amend Constitution for Deputy Secretary and Treasurer

Mover: Greg Peele

Motion: I move to amend the LPBC Constitution to provide for the election and duties of the Deputy Secretary and Deputy Treasurer by

- appending to Article III Section VII the text “A Deputy Secretary may be elected with the same requirements and procedure as the Secretary. The Deputy Secretary shall assist the Secretary and shall perform the duties of the Secretary in the Secretary’s absence. If the Secretary position is vacant for any reason, the Deputy Secretary shall become the Secretary, vacating the Deputy Secretary position.”
- Appending to Article III Section VIII the text “A Deputy Treasurer may be elected with the same requirements and procedure as the Treasurer. The Deputy Treasurer shall assist the Treasurer and shall perform the duties of the Treasurer in the Treasurer’s absence. If the Treasurer position is vacant for any reason, the Deputy Treasurer shall become the Treasurer, vacating the Deputy Treasurer position.”

Reference:

If this amendment is adopted, the final text will look as follows with additions in **bold** and deletions in ~~striketrough~~:

ARTICLE III: OFFICERS AND EXECUTIVE COMMITTEE

(SECTION I through SECTION VI unchanged)

SECTION VII: SECRETARY

The Secretary shall keep LPBC records including, but not limited to:

- minutes of meetings
- records of membership
- official correspondence

The Secretary shall insure members are informed of meetings and events. The Secretary shall perform the duties of the Chair in the absence of the Chair and the Vice-Chair.

A Deputy Secretary may be elected with the same requirements and procedure as the Secretary. The Deputy Secretary shall assist the Secretary and shall perform the duties of the Secretary in the Secretary’s absence. If the Secretary position is vacant for any

reason, the Deputy Secretary shall become the Secretary, vacating the Deputy Secretary position.

SECTION VIII: TREASURER

The Treasurer shall be the Chief Financial Officer and shall receive, hold, disburse and account for all funds under the direction of the Executive Committee. The Treasurer shall perform the duties of the Chair in the absence of the Chair, the Vice-Chair, and the Secretary.

A Deputy Treasurer may be elected with the same requirements and procedure as the Treasurer. The Deputy Treasurer shall assist the Treasurer and shall perform the duties of the Treasurer in the Treasurer's absence. If the Treasurer position is vacant for any reason, the Deputy Treasurer shall become the Treasurer, vacating the Deputy Treasurer position.

Addendum 3

Motion 2023-03

Title: Amend Bylaws to Add Section Header Titles

Mover: Greg Peele

Text: I move to amend the LPBC Bylaws to add section header titles to each section as follows:

- ARTICLE I: MEETINGS
 - SECTION I: REGULAR BUSINESS MEETINGS
 - SECTION II: SPECIAL BUSINESS MEETINGS
 - SECTION III: PUBLIC TRANSPARENCY
 - SECTION IV: QUORUM
 - SECTION V: ONE VOTE PER MEMBER
 - SECTION VI: EXECUTIVE COMMITTEE REPORTS
 - SECTION VII: EXCUSED ABSENCES
 - SECTION VIII: MOTIONS STATE FINANCIAL LIABILITY

Rationale:

Working with the LPF Rules Committee on sample affiliate constitution and bylaws, we found that having section headers with named titles makes finding any particular rule much easier and helps make the document overall more readable.

Motion 2023-04

Title: Amend Constitution and Bylaws to Replace Roman Numerals

Mover: Greg Peele

Motion: I move to amend the LPBC Constitution and Bylaws to strike all instances of Roman numerals in article and section headers and replace them with the equivalent regular numbers, and to format the article and section headers with regular case instead of all uppercase.

Rationale: Working with the LPF Rules Committee, we determined while writing sample affiliate constitution and bylaws that using regular numerals and case for section headers improved readability and made the documents easier to use.