

## **ACPA Meeting Minutes February 2007**

### **Members Present:**

Vickie Owen – President  
Kim Kelly – Vice President  
Angela Downey – Secretary  
Karen Hubbard – Treasurer/Webmaster  
Lindy Marino – Director of Training  
Kory Sneed – Member at Large  
Nicole Pena – Member at Large  
Joanne McLaughlin – Member at Large  
Marlena Padron – Member at Large

### **Members Not Present:**

Kathy Groenewold – Past President/Member at Large  
Scott Reed – Past President/Member at Large  
Melissa Champitto – Member at Large  
Mike Schuh – Member at Large  
Rebecca Noel – Member at Large  
Brian Kornegay – Immediate Past President  
Chi Guillermo – Member at Large  
Mary Jo Kuzmick – Member at Large  
Stu Adams – Member at Large

### **Treasurer's Report:**

Treasurer's report is attached to these minutes.  
Checking and Savings combined balance is \$25,369.00

### **Meeting recap:**

#### **\*Recap/Acceptance of last Meeting Minutes**

- \*Kim motioned to accept the last meeting minutes
- \*Nicole seconded the motion
- \*Motioned carried unanimously

## **Upcoming Training**

### **Neighborhood Watch—USA On Watch in Scottsdale @ Pauite Neighborhood Center 6535 East Osborn Road from 8:30 -4:30 p.m.**

Confirmed date of March 22, 2007.

**Discussion:** Gilbert will take care of providing breakfast and snack items. A question was posed, regarding making the purchase of the NW tool kits to individuals who did not attend the training. We believed it would not be a problem but that our organization would have the individuals deal directly with the Natl. Sheriff's Assoc.

### **Refuse To Be a Victim in Glendale @ Glendale Public Safety Facility 6261 North 83<sup>rd</sup> Avenue from 8:30 – 4:30**

Confirmed dates are May 1<sup>st</sup> and 2<sup>nd</sup>.

**Discussion:** Glendale will handle the preparation for all food/snack. Vickie requested a change to the brochure to reflect lunch provided on day 2 and to justify all columns. Joanne McLaughlin and Angela Downey will work on a lunch-on-your-own location list.

Vickie will create a letter to send to agencies that are not already members to include RTBAV and NW trainings. Karen will send Vickie labels from the database.

## **Golf Tournament**

Confirmed date May 19, 2007, at 7:30am at The Foothills golf course.

**Discussion:** Discussion on insurance fees for Hummer golf cart as hole in 1 prize. Everyone needs to find 5 raffle prizes. Vickie provided a disc with all ACPA forms including spreadsheet for tracking donations. All of us are responsible for updating the Excel sheet and sending it to Kim. The donation letter and other correspondence are included on the disc. Resources and programs will soon be uploaded to the website for members. Corporate sponsors pay \$500.00, which includes 4 rounds of golf. If you get a corporate sponsor, this will substitute 2 raffle prizes. Vickie will reformat the donation letter.

## **Basic/Advanced/Conference**

Date not determined.

**Discussion:** Vickie will send email including the questions we need to ask when researching hotels for summer conference. Once the information is obtained, it needs to be sent to Vickie for review. Vickie will discuss the best deals during the next meeting, March 22<sup>nd</sup>.

### **Old Business:**

\*Vickie encouraged board members to be looking for trainings to attend. She also stated that ACPA would be able to assist in paying to attend these trainings. Board members can represent the ACPA and bring back information on good topics and speakers for our own upcoming trainings. Vickie passed around some upcoming training brochures to everyone to review.

\*Vickie asked Karen if she knew anything about board of directors insurance. She stated that she believed Denise had the information and stated she would ask her about it.

### **New Business:**

**\*ACPA 2007 board meeting schedule—all meetings held at 10:00am at VIAD, 1850 N. Central, 2<sup>nd</sup> floor cafeteria.**

Next meeting, March 22, will be held during the lunch hour of the NW training.

\*Vickie discussed production of a quarterly newsletter. Karen stated she would be willing to create it as long as everyone participated in sending information to her for it. Karen stated she would prepare and send everyone a publication timeline.

\*Vickie proposed that a board member become an official photographer for ACPA meeting and events. Kim volunteered for this and Nicole stated that she would assist.

Lindy motioned to spend \$200.00 on digital camera for the ACPA.

Kim seconded the motion.

Motion carried unanimously.

\*Kory provided information regarding having Chris McGoey present for an upcoming training. Kory stated that Chris had stated that he would teach a class for ACPA members if we pay for gas and hotel. Hosting the class tentatively November 1<sup>st</sup>. Discussion occurred regarding who should be able to attend and it was determined that it would be an opportunity for Members only and to be able to attend the individual would be required to become a Member. (Let the record also reflect that in the past, the ACPA has allowed the host agency providing the training location to allow several complimentary admissions to it.).

\*Vickie stated that on the discs that everyone received you will find a spreadsheet of facilities. She asked that everyone add to this spreadsheet information on possible trainings within their own city where free trainings could be held. This information will be included on the disc as well as rating information on the location.

\*Vickie made a motioned to include Denise Traves as an honorary member.  
Lindy seconded the motion.  
Motion carried unanimously.

\*Vickie made appointments to the Board as members at Large Marlena Padron  
and Joanne McLaughlin.

**Motion to adjourn was made by Vickie Owen and seconded by Kim Kelly.  
Meeting was adjourned at 12:00 pm.**

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