



### **Minutes of Board of Directors**

Tuesday, July 11, 2023 – 7:00 PM by Zoom

The meeting was called to order by Zoom at 7:00 pm by Paul Blaise.

Board members present were Pat Landgraf, Kathy Rodriguez, Debbie Desselle, Merilee Colton, Kathleen Newton, Brian Smith, Fern Waddell, Steve Swatt, Adam Anderson

#### Adoption of Minutes

Minutes were approved for June with corrections. There was a motion (Newton) second (Waddell) to approve the minutes. The motion was unanimously approved.

#### Membership Report

Colton reviewed the membership report. We have 1,023 members. For 2024, we will do a print out of payments received each month beginning in November 2023. This will help us establish the difference between membership and fiscal reports each month. The dashboard is different from Zoho payments report. There was a motion (Anderson) second (Smith) to approve the membership report. The motion was unanimously approved.

#### Financial Report

Rodriguez reviewed the WDDNA reconciliation detail, profit & loss, balance sheet and expenses. Our expenses are a little over accrual so we are using some of our surplus. \$12,599.00 has been used from surplus. Accrual is being transferred from savings to checking. Our budget was based on 70% of shifts worked and through May the average is 71%. New sheriff rate effective July 1 is \$107.39 per hour. There was a motion (Newton) second (Waddell) to approve the financial report. The motion was unanimously approved.

### **OLD BUSINESS**

- 1) Incident report. Smith said the Lexis Nexis is working and up to date. March-2 incidents, April-5 incidents, May-6 incidents such as vandalism and theft of motor vehicle parts, June-7 incidents including 2 residential burglaries and vandalism. We have 3 vacant shifts.
- 2) CRM (Zoho) report and discussion. Newton said the consultant has completed most of her work for us. She had to repair the donate function so it doesn't create a new account. Passwords don't transfer over automatically from the old system to the new one. Newton is creating a list of the people who have not registered on the new website. Our new portal will update their passwords and Newton will send the members their new automated password. Icons on home page of the website need to be removed by Host Gator. Smith said we need instructional sheets for membership so all board members have the same documentation.
- 3) Public content on website. Colton went through the website and asked all board members to browse the website for errors.
- 4) Membership guide printing. Newton ordered 100 copies of our membership guide.
- 5) Member survey. Swatt drafted a survey for members regarding questions related to raising rates or reducing patrol hours. The idea is to increase our membership numbers and evaluate how we recruit and retain our members and what do they expect from the board.

### **NEW BUSINESS**

- 1) Next meeting, August 8, 2023 by Zoom.

**ADJOURN** Meeting 7:45 pm

Submitted by Debbie Desselle, Secretary, on August 3, 2023