

This Meeting for: Kansas Operation Lifesaver, Board of Directors and Committee Meeting

Date: Thursday, May 5, 2016 starting at 1:30 p.m.

Venue: Kansas Highway Patrol Academy 2015 E. Iron Ave. Salina, KS 67401

Present: President, Matt Vogt (Valley Center Police Department, KPOA & Volunteer); Tony Stewart (KHP & Volunteer); Executive Director, Julie La Combe (Coach & Volunteer); Howard Gillespie (FRA); Norbert Angell (Volunteer); Adrian Hertog (Volunteer); John Simpson (UP RR & Volunteer); Mitch Sothers (KDOT); Lynn Aldrich (Volunteer)

Absent: Gary Vaughn, Watco Companies

Guests: Tom La Combe (Volunteer); Mike Foster (Topeka Rescue Mission) Debbie Romine KSDE (Volunteer); Drew Conor (UP RR-Volunteer); Heather Robinson (Volunteer); Rob Gatton (Volunteer).

1. Meeting was called to order by President Vogt at 1:30 p.m. Members signified their attendance on the KS OL sign-in-sheet. Matt Vogt gave the safety briefing.
2. John Simpson moved to approve the KS OL Board of Directors meeting minutes from the February 11, 2016 meeting (with the correction of the date and time). Mitch Sothers seconded. Motion carried. The Committee meeting minutes, with the same correction of date and time were also moved on and carried.
3. Budget Information:
Julie La Combe presented the treasurer's report, forwarding balance of \$41,832 Income was \$34,967.92 and expenses were \$9,966.58. The ending balance was \$66,833.70 in the checking account at UMB Bank, plus the CD at \$25,245.51. John Simpson moved to accept the treasurer's report as presented. Norbert Angell seconded. Motion carried.
4. Unfinished and Old Business
 - A. Julie provided the section 402 update, noting the KS OL budget is \$7,000.00 under budget. The balance of the remaining 402 reimbursement will be completed following conference. Tax return is pending with the KS OL accountant and will be provided in August; the Board received a copy of the 2015 Compilation Report.
 - B. Julie La Combe gave the board an update on her work to improve the www.ksoli.org website but stated that we would have a further discussion regarding development of a standardized website that is being proposed by National during New Business.
 - C. Julie updated the Board on the purchase of a new iPhone and the thought process for that purchase which led to further discussion on the ability to accept donations from our supporters through software compatible with this phone. An account has been started with Square and allows us to accept both credit card payments and donations.
 - D. Julie gave a PowerPoint update of her activities during the previous quarter.

5. New Business

- A. La Combe noted Vogt, La Combe, and Fitzgerald would all be attending the 2016 OL Leadership Conference
- B. La Combe provided the Board with a KANSAS OPERATION LIFESAVER Meal Reimbursement Proposal. Following a period of discussion a motion to accept proposal effective immediately was made by Norbert Angell. John Simpson Seconded. Motion carried.
- C. Discussion was held on calendars (both wallet & dash mounted). Due to audiences still requesting calendars, KS oL will purchase 3,000 dash and 1,000 wallet. John Simpson made a motion to scale back our purchase. Lyn Aldrich seconded. Motion carried.
- D. John Simpson asked whether there were additional items we could use the 402 funds to purchase. Julie provided a verbal list of allowable expenses.
- E. Tax & Compilation – Provided in board packets; tax pending
- F. Sunflower State Newsletter: Julie thanked John Simpson for his generous printing of the last copies. Julie passed this task to John Simpson and he accepted temporarily.
- G. Web Payment and Web site. La Combe noted there may still be a need for contracting web services or for a volunteer to assist if web editing exceeds \$250 per year, until National has rolls out the standardized website, which has a deadline for state program compliance of December 31, 2016.

6. Membership- Article II, Section 4, Matt Vogt proposed that we accept any additional nominations for the At-Large position. One nomination, Mike Foster, was received. Angell moved to accept Foster's appointment to the board to fill the vacant at-large position, created when Vogt was named as the KPOA representative. Simoson seconded; motion carried.

7. Board Officer Election- Tony Stewart nominated Foster to serve as Vice-President. Angell made the Motion to accept. Stewart seconded; motion carried. Simpson nominated Adrian Hertog for the vacant position of Treasurer. Angell made the motion. Mitch Sothers seconded; motion carried.

8. Fiduciary

- A. After a brief discussion of the continued use of as manual means of recordkeeping by Julie, John Simpson proposed that as a recommendation a software package such as Quicken or Quick Book would greatly enhance our recordkeeping. Heather Robinson provided information on the cost of a desirable program which was miniscule. LaCombe will research and report back in August or sooner as to the transition from current recordkeeping to a software program.
- B. Vogt noted the fee for the SFRH&MS 2016 is \$30.00. KS OL will have a booth at the event, which potentially will reach over 6,000 people per day.
- C. Simpson asks that the Board meeting date be reflected accurately to May 5, 2016.

9. Next Meetings and Events

A. 2016 Meeting Dates and Locations

- 1. Third Quarter Board of Directors/Committee Meeting is August 11 at 1:30 p. m. at the Kansas Law Enforcement Training Center (KLETC), 11009 S Hornet Road, Yoder (Hutchinson), KS.

2. Fourth Quarter Board of Directors/Committee Meeting is November 10, at St. Andrew's Parish Hall, 311 S Buckeye, Abilene, KS. Lunch is served at 12:30; RSVP required. Annual meeting to commence at 1:30 p.m.

10. Simpson moved to adjourn Board portion of meeting. Stewart seconded; motion carried. Meeting adjourned at 3:04 p.m.

Minutes respectfully submitted by Norbert A. Angell, III, Secretary
Edited by Julie LaCombe, Executive Director

1. Following a 10-minute break, Vogt called the meeting to order at 3:14 p.m.
- 2.
3. Committee Information and New Business
 - A. Statistics
 - B. Activity Records provided by Matt Vogt with a slide provided by Julie LaCombe reflecting PINS on a map and related activities. A discussion of the need for KHP to be reporting all of their activities, not just Positive Reinforcement Lanes. Please report all presentations and volunteer hours events within ten days; meeting time for the day's events (administrative for meeting, as well as travel) should also be reported.
 - C. If volunteers or partners have social media accounts such as Twitter, Instagram, Facebook, all should be using those to their fullest to spread the OL message and engage the public.
 - D. KS OL Sunflower Signal Quarterly Newsletter was provided for all.
4. General Remarks, Discussion, and Questions
 - A. La Combe reminded all that Volunteer of the Year Award nominations were due, by email, on or before September 15, 2016. The awards are given out in November for the past year's efforts.
 - B. FIRESTARTER: LaCombe presented Firestarter Awards to Angell and Hertog for their tireless efforts to ensure that Presentations are provided to all that ask regardless of the timeliness of the request.
 - C. Foster indicated that in the recent past he had difficulty in communicating with and ordering supplies from Morton. La Combe advised volunteer requests should come through her to order supplies as she is better able to order in bulk and provide a cost savings.
 - D. La Combe provided information from OLI regarding self-awareness campaign by and the new photographers PSAs in an animated cartoon scheme.
 - E. La Combe provided a biography of incoming OLI President Bonnie Murphy.
 - F. Matt Vogt asked for volunteers for a May 14 and 15 event in Wichita, Kansas.

G. La Combe indicated it is helpful to include her in any emails regarding upcoming activities so better coordination would be maintained. When responding to her regarding an event, be sure to copy all in the reply.

4. Next Meeting- Thursday, August 11, 2016. Kansas Law Enforcement Training Center (KLETC) Director's Board Room- 11009 S. Hornet Road, Yoder (Hutchinson). 1:30 p.m. to 4:30 p.m.

5. Adjournment- Romine made a motion to adjourn. Aldrich seconded; motion carried at 3:46p.m.

Minutes respectfully submitted by N. A. Angell, III, Secretary
Edited by Julie LaCombe, Executive Director