

**Neighborhood Watch
Board of Directors' Meeting
Columbia Police Department Conference Room
July 10th, 2006**

Name	Present	Absent	1 st 3 year	2 nd 3 year	Expire
Conrad Howe	X		X		09/08
James Russell	X		X		09/07
Melissa Hendren		X		X	09/08
Brenda Campbell	X			X	09/07
Hugo Vianello	X		X		09/06
Dan Adams	X		X		09/08
Arthur Rikli	X			X	09/07
Anne Westfall		X		X	09/08
Jim Dyer	X		X		09/08
Mike Hayes	X				
John White	X				

The mission of Neighborhood Watch is to provide information and assistance which encourages neighborhood involvement to be effective watchful neighbors with the goal of reducing crime.

Meeting called to order at 8:06 AM by Mr. Howe.

The minutes from May 8th and June 12 meeting minutes were approved as written.

Treasurer report was presented by President Howe. Mr. Howe said that the bank statement as of June 30th showed a balance of \$2553.38

Old Business

The board approved the expenditure of \$252.60 for National night out t-shirts.

From the October meeting there was request from a board member and the board approved that two people should look at back board meeting minutes should be checked to see if there are complete minutes. Also check the minutes for any action items that may not have been done. Arthur 'Buck' Rikli and Brenda Campbell said that they would do this. As of this meeting this has not happen yet. This brought up lengthy discussion on how long should the minutes be kept and who should keep the records.

There was motion to keep all board meeting minutes and bank statements for a minimum of 7 years. Also a copy of the minutes should be keep at the Police Department and the Secretary should keep notebook with the minutes as well as a disk with all the minutes also. Motion seconded and passed.

This will require the board to come up with records going back to October 1st, 1999.

Mrs. Campbell suggested that the board put together and SOP (standard operating procedure) this would like how long to keep minutes, and bank statements. She also volunteered to start the SOP.

Web Page: Officer Hayes has talked to Jamie and there is a license needed for a program before Jamie can install the software. Every thing else is ready to go Mike just needs the MSAccess on his computer. Once that is done the Web page will be ready to go live.

Organizational: There was lengthy discussion on the neighborhood coordinator, neighborhood watch captains, and the neighborhood associations. Officer Hayes stated that he would like for the coordinators be linked to the neighborhood associations but won't exclude any one if there is not association. Officer Hayes also stated that the neighborhood watch captains would report to the coordinators.

New: No new business.

Officer Hayes and Officer White report:

Officer Hayes reported that captains training will be every two weeks at the Armory. Officer Hayes also reported that they had so many national night out (Aug 1st) t-shirts left over last year that they cut back on the number they ordered this year. The order qty was for 40 shirts at a cost of \$252.60. Without a quorum the board was not able to approve this expense (this expense is in the budget).

The newsletter article requesting donations will not appear there is question as to whether or not this is legal since the Police Department pays for the postage of the newsletter. Mr. Russell asked the question that since the web page will be on a city server will there be the same problem in solicitation of funds. Officer Hayes is going to check with city lawyers on both points.

Reports from Officer Hayes and Sgt. White:

There were 60 entries for the poster contest. The winner used the "Buckle Up" concept for her poster.

Officer White:

Officer White reported that the neighborhood watch computer was very old and needs to be replaced. The board should plan on budgeting for this replacement next year.

He is also working on getting a media board in the lobby of the Police Department. This is just a TV with a continuous video loop that will show crime stats, neighborhood watch plugs, and other community information.

In place of the annual march there will be Crime Free Fest in Douglas Park on Aug. 1 for National Night Out. Event will start at 6 PM and go until approximately 10 PM.

Sgt White also reported that he had received a phone call from a person who claimed to be a political activist. He wanted access to all board meeting minutes and National Watch meeting. He also wanted to have the name and phone numbers of all NW members. Just wanted to make the board of aware of this person.

Motion made to adjourn – motion passed meeting was adjourned at 9:08 am

Respectfully Submitted

**Jim Russell
Secretary**

Next meeting will be August 14th at 8 am at Columbia Police Dept.