



**Neighborhood Watch
Meeting Minutes
Monday, Aug 8, 2022 — 5:30 p.m.
Molly Bowdon North Police Station**

“The mission of Columbia Neighborhood Watch is to inform, train and encourage residents to work together to establish neighborhood watch programs with the goal of reducing crime.”

Call to Order at 1730 hours

Attendance: Brad Anderson, Herb Watchinski, Al Barrier, Michele Hager-Harrison-Prado, Jeff Hempstead, Rod Perry, Susan Dickerson

Secretary’s Report – Susan

- 6/13/2022 minutes approved.

Collection of Support Hours

Treasurer's Report - Herb

- Bank Account discussion
- Total Current Assets
 - Simmons Bank Main - \$ 689.84
- Cash Flow Forecast
 - Based on the currently projected income and expenses, we will reach a deficit status by March 2023

Vice President’s Report – Jeff

- Grants discussion.

Captain/Co-Captain Liaison Report – Al and Michele

- Michele reported 13 positive responses from the captain’s list. She left many voice mail messages. She confirmed she is recording who responded and when messages were left.
- Al received 8 positive responses for co-captains.
- Michele proposed that we move away from Excel spreadsheet and transition to database. Proposed MS Access

Old Business:

- CoMo Gives - 2022 participation
 - Jeff stated that all board members participated in the startup meeting.

- Herb and Jeff completed our page on the CoMoGives website.
- Filling vacant board positions & Officers- Updates
 - Currently down 4 positions.
- 2-Step verification for CNW emails, Constant Contact and other issues
 - Constant contact requires it. Jeff said there is no way to avoid.
- Board Meetings & Training Sessions – dates, style, etc.
 - Monthly meetings?
 - Proposed and voted that we move monthly board meetings, to be held on the second Mon. Approved.
 - Start time discussion. Agreed monthly meetings will start at 5:30
 - Discussed and agreed that we would not hold training on the same day as board meetings.
 - Next training session – September 26, 2022
- Newsletter
 - Herb and Jeff produced the newsletter which was sent out on July 29.
- Video Update
 - On hold.
- Updating Roster with New Members – Jeff
- Posting of Board Meeting Minutes - Jeff
 - Jeff has brought it up to date
- Setting annual meeting date– Herb and Jeff
 - Sue booked conf room in city building for Sept 12
- Events: Boone County Ready Festival (formerly Preparedness Fair) – Sep 1, Thurs
 - We will participate again this year.
 - 4-8 p.m., Albert-Oakland Park (instead of all day like last year)
 - <https://www.showmeboone.com/oem/plan-prepare/festival.asp>
- Storage of CNW items
 - Al is storing many items in his garage. Irwin still has a lot of things.

New Business:

- Brad needs access to our Website.
 - Herb will reach out to Sam.
- Interview of Board Candidate

- Rod Perry – Owns his own company, Senior Hand LLC, for 20 years.
- .Rod stepped out while the board discussed and voted on Rod’s board membership. Unanimously agreed that he could bring many skills and contacts to the board.
- Rod Perry is now our newest board member.
- Bylaws and Standard Operating Procedures (SOP) Reviews
 - Herb restructured the bylaws and SOP.
 - Removed outdated components and streamlined the documents.
 - Bylaws
 - Added the Board Advisors and the Police Advisor into the bylaws.
 - Proposed that all officers be added. Auditing bank statements monthly and a limit of \$200 withdrawal are safeguards. Board agreed to all officers.
 - Article VIII added to provide the ability to modify the bylaws.
 - Article IX is required by law.
 - Changes to bylaws unanimously approved.
- New SOP: Took out everything that didn’t apply.
 - Voting via email discussed. Confirmed it is under Voting, section D.
 - Herb noted requested word change under voting (Election of Board Officers shall may be done by secret ballot.)
 - Changes to SOP unanimously approved.
- National Night Out, Aug 2.
 - CNW has been heavily involved in the past.
- Facebook
 - Michele volunteered. Jeff will need to get her access.
- .Signs
 - Rod volunteered to manage. Put signage up and remove as needed. We should have plenty of signs. Irwin still has them.
 - Rod will keep the signs, bolts...inventory.
- Shirts –
 - Need additional shirts. One for Rod. Michele and Sue will look into female shirts.

Meeting Adjourned 2000 hrs

