



**MINNESOTA CRIME PREVENTION ASSOCIATION  
BOARD MEETING MINUTES**

**Date: 01/03/2019**

**Meeting held at St Louis Park Police Department**

**Board Members:** Becky Boie, Linda Canton, Alex Draeger, Georgeann Freeman, Trischa Heitman-Ochs, Julie Janke, Patricia Lammers, Amy Lueck, Alicia Mages, Afton Martens, Paul Schley, Betsy Sell, Todd Strege

**Absent:** Afton Martens, Toni Mortinson, Pam Paget (BCA Appointed Liaison)

**CALL TO ORDER:**

Meeting was called to order by Julie at 0940 hours

**SECRETARY REPORT (Betsy):**

Meeting minutes from the 10-15-18 and 11-15-18 meetings provided.

Motion to accept the Oct meeting minutes.

Motion: Alicia M

Second: Alex D

All approved.

Motion to accept the Nov meeting minutes with changes (correct am to pm and capture election results and Secretary/Treasurer appointments).

Motion: Alicia M

Second: Becky B

All approved.

**TREASURER REPORT (Becky):**

Hand-off previous treasurer to new treasurer is in progress, report will be emailed for review.

**CORRESPONDENCE**

Julie: MN Office of Attorney General acknowledged receipt of 2017 annual report.

**PRESIDENTS REPORT (Julie):**

Welcome all – new members provided shirts.

**VICE PRESIDENTS REPORT (Alicia):**

N/A

**OLD BUSINESS:**

**January Crime Prevention Practitioner's course hosted by BCA**

Speakers confirmed for all courses.

For future consideration – does the course need to remain 4 days or could it be shortened to 3 (by removing inadvertent duplication across courses)? Becky/Terry (former board member) believe the courses/content should be reviewed for update. Established committee of Alicia/Alex/Becky/Patricia to re-evaluate topics, location, timing, cost.

#### **COMMITTEE REPORTS:**

- **Education/Training:**
  - **Annual Conference/Final – Becky**  
N/A
  - **CPTED Training**  
Book Art for Apr/May 2020, Washington Co will host in Stillwater.  
Other training options for Apr/May 2019 – FBI-Lifelock/Identity Theft (1 day, no cost), Sean Lanterman or similar/Phone-Computer security (timing/cost TBD).
  
- **Membership/Public Outreach:**
  - **Website (Todd):**  
Small number of email inquiries which Todd/Alicia responded to, including VIN-etching inquiry.  
Working to add forms for reserving the McGruff suit (add to page with monthly tips).  
Working to alter all members to non-members in preparation for mass-email campaign (member password has been changed for 2019).  
All members to review .pptx library and forward updates to Todd to add to website.
  - **Crime Bytes (Todd, Tony, Jo):**  
Plan to send first 'issue' of 2019 next week.
  - **Membership Update (Georgeanne)**  
One new member, membership form revised. New form to be added to website.  
2018 totals: 169 members of which 159 law enforcement, 9 lifetime and one business.  
Mass-email (combine with Crime Bytes – next week).  
Discussion re: whether or not credit cards should be accepted for membership payments (multiple different fees depending on how taken/processed); and if credit card payments to be accepted, if/how to integrate into the MCPA web site. Todd/Alicia/Becky/Trischa to look into further and present findings at Feb meeting.  
Motion made to increase membership fee from \$45 to \$50 and increase late fee to \$10.  
Motion: Alex  
Second: Patricia  
All approved.
  
- **MCPA Programs:**
  - **Night to Unite/NNO (Laura Landes, Julie, Becky)**  
Laura forwarded request for budget - \$3000.00 (itemization provided to Julie includes: Decorations - \$100, Paper and holders - \$100 (certificates), Plaques - \$500, Promotional investment - \$200, Raffle prizes - \$600). Request is \$500 greater than last year because includes plaques (usually only add 'year' to existing plaque, several agencies' plaques were 'filled' with addition of 2018).  
Georgeann is going to the January program meeting and plans to discuss itemization further, item tabled until February meeting.
  - **Crime Free (Ruthann and Paul)**  
N/A
  - **Trading Cards**  
Former contact at Nichole's PD who assisted with card design/layout retired, Nichole believes new person will assist in the same capacity (although currently engaged in website re-design). Initial program meeting will be scheduled shortly. Nichole advised sponsor plaques are new each year. Most

recent design includes an example 2018 trading card. Awarding of plaques from prior year re-connects with sponsor vendors and is kick-off for current year trading card project.  
Program budget pending, to be presented at February meeting.

- LESMG (Alicia)  
Explored means of attending meetings without having to physically be in attendance. Go-to-Meeting has monthly fees. Google Hang-Outs is free (further research to be done). Trischa has experience with Google Hang-Outs, plans to review with Alicia.

**NEW BUSINESS:**

- MN Chief's Conference – Apr 15 & 16. Roxanne registered MCPA, Alicia and Paul to attend.
- Explorer Training – Jordan – March 30 & March 31. Todd (1 day), Julie (1 day), Amy (both days). Alicia back-up for Sat.
- Explorers – Rochester - Apr 25-27<sup>th</sup> (Patricia, Julie, Todd, Alex, Tony. Roxanne registered MCPA.
- Review Garrett Kissner's CEUs re: certification  
Garret was unable to attend the MCPA conference, provided CEU information for review.  
Motion to accept Garrett's CEUs in lieu of conference attendance to renew Crime Prevention Specialist certification.  
Motion: Becky  
Second: Todd  
All Approved.

**MEETING EVALUATION:**

N/A

Motion to adjourn.

Motion: Julie

Second: Linda

All Approved

1139 hours

**A D J O U R N**