



**MINNESOTA CRIME PREVENTION ASSOCIATION  
BOARD MEETING MINUTES**

**Date: 03/07/2019  
Meeting held at Anoka PD**

**Board Members:** Becky Boie, Linda Canton, Georgeann Freeman, Julie Janke, Patricia Lammers, Amy Lueck, Alicia Mages, Paul Schley, Betsy Sell, Todd Strege

**Absent:** Pam Paget (BCA Appointed Liaison), Trischa Heitman-Ochs, Aften Martens, Tony Mortinson (Washington conference)

**CALL TO ORDER:**

Meeting was called to order by Julie at 0947 hours

No additions to the agenda.

**SECRETARY REPORT (Betsy):**

Meeting notes of 01-03-2019 meeting distributed for review.

Motion to approve Secretary's report.

Motion: Georgeann

Second: Becky

All Approved

**TREASURER REPORT (Becky):**

Current checking balance \$28,205.51

Discussion: Membership checks are rolling in.

Becky Boie appointed 2019 MCPA Treasurer.

Motion to approve Treasurer's report.

Motion: Patty

Second: Linda

All Approved

**CORRESPONDENCE**

N/A

**PRESIDENTS REPORT (Julie):**

N/A

**VICE PRESIDENTS REPORT (Alicia):**

N/A

**OLD BUSINESS:**

### **CPPC at BCA – course evals, class length**

The revised course study materials were well received.

Still checking on all options available.

### **PayPal**

Discussion: convenience, can integrate into website, membership renewal information and Quickbooks.

Todd, Trischa, Becky will work on this.

Motion to obtain a PayPal account for the MCPA

Motion: Paul

Second: Patty

All Approved

### **MN Chief's Conference – Apr 15 & 16**

Motion to again this year hold a drawing to award a Conference Registration and a one-year membership in the MCPA.

Motion: Todd

Second: Linda

All Approved

**MCPA Award Nomination Form** – Alicia revised for 2019 and it has been added to the website.

### **Explorer Training in Jordan – Mar 30 & 31**

Saturday – Julie, Todd (both to be confirmed)

Sunday – Alicia, Amy

### **Explorer-Rochester – Apr 25-28**

Friday – Becky,

Saturday – Amy

Todd attended Webinar – MPCA assigned rooms 110/111, confirmed judging CPTED, discussed conference judge information form (Julie completed/returned), said to list team numbers on evaluation sheets, invested in software to assign teams a number by location which then allows them to randomize the scenario assignments ongoing.

Scoresheets have been revised. Teams will know what time they have been assigned a scenario, but will only learn which scenario and the location of it 15 minutes before it begins.

Also discussed: MLEA awards scholarships.

MCPA typically provides checks to the top five Explorer Post teams (\$150, \$125, \$100, \$75, \$50).

Motion to again this year award checks in the amounts of (\$150, \$125, \$100, \$75, \$50 for total of \$500) to the top five Explorer Posts.

Motion: Becky

Second: Patty

All Approved

### **McGruff/website form on website**

Todd confirmed in place and we have received an initial request.

### **COMMITTEE REPORTS:**

- Education/Training:  
Annual Conference/Becky

Training-Paul

Brian Hill -

6-hr training, tentative dates Jun 5, 26, or 27

Location – checking into a variety of possible sites (Eagle Brook, Anoka Tech, others)

Also check into Wells' Catering, based on length of training lunch required

CFMH – Becky

Typically hold Day 1 in November

CPTED –

Basic – Art – 5-day/40 hr course, \$13,900 total - \$278/person (50 individual cap, includes all related expenses/materials). 2020 availability currently includes: Mar 30-Apr 03, ~~Apr 20-24~~ (conflicts with Rochester), Apr 27-May 01, ~~May 04-08~~ (too close to Memorial Day), **May 11-15**.

Advanced - \$9,900

Location – check dates with Washington County/Stillwater else Maple Grove PD (plenty of nearby hotels, also local restaurants so attendees could self-serve over a lunch hour).

▪ Membership/Public Outreach:

○ **Website (Todd):**

Sent the first membership email update (43% viewed, opened over 200 times, 99 clicks to website).

Second email to non-members/supervisors Jan 30.

Calendar on the website – classes added for CFMH.

MailChimp for this month – NTU appreciation email was sent out (25 responses, estimate attendance will be at least 50). Another membership notification also sent.

○ **Crime Bytes (Todd):**

Georgeann will provide IRS scams update.

Add 'Save the Date' notifications for upcoming trainings.

Plan is to send more frequently this year using Mail Chimp, January to be the first and then every 4 months ongoing.

Possibly – explore video Crime Bytes, set up of a Facebook page, explore software that would allow creation/posting to multiple social media sites

○ **Membership Update (Georgeanne)**

120 members, 2 entirely new.

Membership advantages (discounts on trainings/conference) will continue to be called out in ongoing mass-notifications.

• MCPA Programs:

○ Night to Unite/NNO (Laura Landes, Julie, Becky)

Laura's requested budget: \$3000.00 (\$500.00 greater than last year, noted was purchase of add'l plaques vs plaque plates – billed amount \$325 as well as an increase in raffle portion).

Motion to approve Night to Unite/NNO budget of \$2800.00.

Motion: Alicia

Second: Patty

All Approved

Breakfast is Apr 9 at Chaska Community Center

- Crime Free (Ruthann and Paul)  
Paul to obtain an updated list of those who have completed Crime Free training and check on upcoming CFMH scheduling.
  
- Trading Cards  
Reviewed the 02-07-19 Crime Prevention Card Committee minutes and itemized budget.  
Also noted:  
Motion to approve Crime Prevention Card budget of \$2,595.95.  
Motion: Betsy  
Second: Georgeann  
All Approved  
  
Motion to invoice the cost of the shipping to those agencies which request the cards be shipped.  
Motion: Becky  
Second: Linda  
All Approved
  
- LESMG (Alicia)  
Discussion re: hosting a meeting in Maple Grove and exploring the option of Webinar/remote attendance.

**NEW BUSINESS:**

Backing the Thin Blue Line – solicitation for donation.

- Backing the Thin Blue Line – solicitation for donation.

Motion to donate one MCPA membership for raffle.

Motion: Georgeann

Second: Todd

All Approved

- By-Laws

Tabled until April meeting.

Motion to adjourn: Todd

Second: Alicia

All Approved

1233 hours

**A D J O U R N**