

# Grand Prairie Citizen Police Academy Alumni Association

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## Board of Directors Meeting Minutes August 8, 2022

**CALL TO ORDER:** Called to order at 6:04 p.m. by President Gary McGahey in the Public Safety Building's Community Room. In attendance: Roz Henwood, Mike Kennedy, Helen Dulac, Lynda Buchanan, Tommy Johnson, Vickie Graham, Diana King, Prudence Mathis, Gary McGahey. Bob Addison and Kaye Gilbert as observers.

**GUEST SPEAKER FOR BOARD MEETING:** None

**APPROVE MINUTES:** Helen Dulac

- As prepared by former Secretary, Phuong Ybarra. Vickie Graham made a motion to approve the July 11, 2022 minutes with one correction. Second by Roz Henwood. Motion passed.

**REVIEW FINANCIALS:** Vickie Graham

- Vickie Graham reviewed the July 2022 financial report that was presented at the transitional Board of Directors Meeting.

**COMMITTEE REPORTS:**

- No Reports since committees assigned tonight.

**OLD BUSINESS:**

- Association Documents – Recovery of deleted historical documents.
  - Tommy Johnson hasn't recovered the files lost in the cloud.
- Banquet Documents
  - Tommy reached out to Rosemary to get banquet documentation for the last two banquets. He said those documents no longer exist. Gary McGahey restated that within the organization's bylaws it states that all documents are property of the association and are to be turned over.
- 5<sup>th</sup> Card Reader – Recovery from Rosemary Reed.
  - GPCPAAA needs the 5<sup>th</sup> credit card reader. Gary McGahey hasn't received a reply from Rosemary Reed on emails pertaining to the documents, files, and card reader.
- Outdoor Sale at Traders Village – Diana King working with Trader's Village to schedule a new date, November 5 & 6, 2022.

**NEW BUSINESS:**

- Chamber of Commerce Membership. Prudence Mathis made a motion for GPCPAAA to join the Grand Prairie Chamber of Commerce for a \$200 fee plus a one time fee of \$25. Second by Lynda Buchanan. Motion passed.
- Discussion of the need for liability insurance. More research is needed for policies with \$1 million coverage to cover the awards banquet. Discussion about exposure of the Board members to lawsuits. More research is needed and will be presented to the Board.

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- Gary McGahey secured the GPCAAA Facebook page and reactivate it. All the old posts and photos were lost. Everyone is encouraged to like it. Discussion of having several administrators to post and add photos.
- CPAANT
  - Next meeting at Carrollton PD on 8/6/2022
  - Speaker – Volunteer Org and System
- Meeting Schedule and Format
  - Prudence Mathis made a motion to hold the Board of Directors meeting on the second Monday of the month from 5:30-6:30 p.m. followed by a general membership meeting from 6:30-7:30 p.m. for the next 3 meetings in September, October, and November. Second by Mike Kennedy. Motion passed.
  - The next Board and general meetings will be on 9/12, 10/10 and 11/8.
- Banquet Meeting
  - Wednesday, 8/10 with the Chief, Banquet Chair, Treasurer and GPPD Police Association at 10 a.m.
  - Chiefs, R. Simpson, M. Rodriguez & J.J. Wallis
- September, October & November GPCAAA Meetings
  - Monday Nights at 6:30pm in PSB's Community Room
  - Speaker then Business Meeting
- 2022/23 Budget
  - General Operating Fund. Draft budget broken down by income and expenses for the entire year.
  - Possible fundraising raffles, an annual letter writing campaign asking for donations, and spirit nights.
  - Apply for grants. Gary McGahey applied for a grant from HEB for \$5000. Budget projects 3 grants for \$1500.
  - Expenses include \$900 for insurance, a donation of \$2000 to the CPA class so they can spend it on what they need, CPAAA conference registration, numerous appreciation week celebrations and new branded canopies.
  - Banquet Fund – Gary McGahey requested invoices from the last banquet to fill in the expenses to properly estimate the upcoming budget.
  - Mike Kennedy made a motion to accept the budget as presented. Second by Lynda Buchanan. Motion passed.
- Committee Assignments
  - Hospitality & Sunshine – Mary Wells.
    - This committee will not include bottled water.
  - Fundraising – Diana King
    - Rummage Sale
    - Raffle #1
    - Raffle #2
    - Spirit Nights
    - Grants
  - Banquet – Prudence Mathis
  - Special Projects and Events – Roz Henwood
    - Cops And Kids Fishing
    - Event #2
    - Event #3
    - Appreciation Events
    - Pallet Water Purchases
    - Speaker Series
  - Finance – Tommy Johnson
    - Banquet Audit
    - General Fund Audit

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- Investment Opportunities
- CPA Class – Lynda Buchanan
  - GPCPAAA Assistance
  - Membership & Recruitment
- Governance – Mike Kennedy
- Discussion for Items to include on the 8/9 Membership Meeting Agenda

**UPCOMING EVENTS:**

- Membership Meeting on Tuesday, August 9<sup>th</sup> at 6:30pm in the PSB's Community Room
- September Meeting, Monday 9/12, 6:30pm, Community Room
- October Meeting, Monday 10/10, 6:30pm, Community Room
- November Meeting, Monday 11/14, 6:30pm, Community Room
  - Conflict with Santa Cop

**ADJOURNMENT:**

Mike Kennedy made a motion to adjourn the meeting at 8:18 p.m. Second by Vickie Graham. Motion passed.

Minutes taken by Secretary Helen Dulac. Minutes approved at the September 12, 2022 Board Meeting.