

MNSCIA
Meeting Minutes and Members in Attendance
June 28, 2011
Submitted by Beth Eilers

Present were:

- Beth Eilers, BCA
- Frank Kohl, Albert Lea PD
- Nancy Dunlap, Minneapolis PD
- Leigh Wright, Duluth PD
- Luke Hanegraaf, BCA
- Dan Raden, DOC
- Jeff Schoeberl, Anoka CO SO
- Jeff Pfaff, Burnsville PD
- Rick Tibesar, Ramsey CO SO
- Sherry Bush, Rochester PD
- Lisa Lovering, Isanti CO SO
- AnnMarie O'Neill, Business Manager
- Molly Lynch, Plymouth PD
- Patricia Harmon, Corner House
- Laura Kvasnicka, Savage PD
- Thomas Strusinski, Anoka CO SO
- Tracy Armistead, Chisago CO SO
- Kris Boomer, Bloomington PD

Meeting called to order at 11:13 hours by Leigh Wright

- Introductions of those present
- Members reviewed minutes from March 29th Minutes
- Members noted correction needed in motion that was made to accept Business Manager's Report to be corrected to read Jeff Schoeberl.
- Motion and second made by Jeff Pfaff and Jeff Schoeberl to accept minutes with correction.

Treasurer's Report

- Copies of report were handed out and reviewed by members for review
- Motion by Kris Boomer to accept Treasurer's report, Rick Tibesar second, members approved.

Business Manager's Report

- Final payment received for fall conference, books are now closed for this event

- Background request from Brooklyn Park PD for information on Thomas Lee Degerstrom who indicated he had been a member of MNSCIA, Lee Wright to follow up with request.
- April and May Business Manager's invoice was handed out for members to review.
- Spring Training expenses was handed out for members to review, \$650 still outstanding in fees.
- Motion by Dan Raden to accept April and May Business Manager's Reports, second by Frank Kohl.
- Website updates, the meeting minutes are locked. To review them the board members should enter their user ID which is their email address and then password is handcuffs. Executive board members enter their user ID which is their email address and password is their title on the board.
- Domain name was renewed for 9 years.
- Website was paid for 1 year

FALL CONFERENCE UPDATE

- Discussion held about the agenda
- Must have all materials to be submitted to POST into Ann Marie by the end of August
- Discussion held regarding the fee and meals for the conference
- Ann Marie advised 130 memberships will be expiring
- Lee Wright advised that past fall conference evaluations have requested a better breakfast
- Dan Raden suggested adding \$10 to conference fee if more than a continental breakfast is added. Past conferences have had continental breakfast which have included bagels and fruit
- Luke Hanegraaf suggested that if someone wants more breakfast they should pay for it themselves. Luke asked question of board as to how much cost the association is willing absorb.
- Dan Raden suggested that if the meal package stayed the same the cost should remain the same, however if breakfast is added the conference cost should be increased.
- Nancy Dunlap suggested that breakfast be changed on the conference to say coffee and rolls so that attendees who wanted to get breakfast on their own could use their per diem without conflict of a stated "breakfast" in the conference agenda
- Discussion was held on changing dinner Wednesday and Thursday
- Following discussion motion was made by Lee Wright to keep conference fee at \$180, second by Dan Raden. Ann Marie confirmed with the board members that the conference price will remain the same at \$180 to include membership fee
- Ann Marie advised Tanya Petz was only person from the 2010 fall conference who indicated interest in joining the board. Ann Marie sent an email to Tanya who asked if she would have to be at the fall conference and if she would have to

pay to attend. Ann Marie responded that the fee waiver is done on a case by case basis. As of the meeting date Ann Marie had not heard back from Tanya.

- Discussion was held on the cost of rooms and meals. Room rates are \$2210 single occupancy for two nights and \$150 double occupancy for two nights. Our cost for meals is \$102. There is still a \$100 per person deposit for reservation.
- Ann Marie advised concern of effect of state shutdown might have attendance numbers. Contract with Grandview advises attendance numbers are not guaranteed.
- Dan Raden advised that the speaker for the BTK presentation may need a stipend for travel expenses if has to take vacation for the presentation.
- Ann Marie advised that the nominations for the agency and investigator of the year must be in by September 3rd.
- Discussion was held regarding vendors at the conference, charging of a fee, where to have the tables set up, would the association incur additional costs for this from Grandview. Rick Tibesar suggested the discussion be tabled until Dan Raden is able to obtain information from Grandview regarding the logistics for vendors.
- Ann Marie advised she received an email from Amy Russell advising she could not attend the meeting but asked how she could help for the conference.
- Ann Marie inquired about speakers' conference costs. Discussion was held, past practice has been one-night lodging and one day of conference is paid for by the association. Exception to this is if they are flying in, then they are housed and attend conference from the time they arrive and until they depart.
- Ann Marie inquired about waiving of fee for board members. Leigh Wright advised that all wanted to attend should ask their agency to pay first. If needed lodging at the Loon Lodge was be addressed on a case by case basis
- Nancy Dunlap brought up previous discussion about board members registration fee being waived but not the hotel in exchange for attending a specific number of meetings. Board discussed this matter again at length. Rick Tibesar suggested that if a board member needs their registration fee waived they should send an email to the executive board with an explanation for the waiving of the registration fee.
- Ann Marie advised that this is the 20th anniversary of MNSCIA's Fall Conference. Discussion was held on how to recognize the anniversary. Decision was made to invite founding members to the conference and pay for the lodging and dinner. Ann Marie to get the names of the founding members.
- Ann Marie asked about entertainment at Loon Lodge, Paul Ruben?

BOARD MEMBER ELECTIONS

- Ann Marie advised Bryon Fuerst is unable to remain on the board due to other commitments and he is willing to give up his spot on the board.
- Nancy Dunlap suggested that it would be nice to get someone from St. Paul PD back on the board.

- Motion by Rick Tibesar to white ballot vote board positions and leave position vacated by Bryon open until further notice, second by Sherry Bush.
- Executive Board : Leigh Wright for President, motion by Dan Raden, second by Rick Tibesar; Jeff Schoeberl ; Treasurer Luke Hanegraaf, motion by Lisa Lovering, second by Jeff; Secretary Beth Eilers, motion by Dan Radon, second by Nancy Dunlap.
- Ann Marie handed out a copy of the MNSCIA bi-laws and discussion followed. Rules call for President, Vice President, and Past President. Ann Marie advised that we have not been following this practice. Other members indicated that Bryon Fuerst has been acting in this capacity unofficially.
- Ann Marie also advised that the bi-laws indicate that membership is \$18.
- Leigh Wright will review the bi-laws and provide further discussion at the next meeting regarding changes that are needed.
- Leigh Wright advised that the next meeting is in Duluth. Ann Marie advised that in order to save on expenses she may only be a conference call for this meeting.
- Leigh Wright advised that she and some other board members will be checking out Chase on the Lake in Walker as a possible future location for the fall conference. A free nights stay is offered by the facility.

Motion by Kris Boomer to adjourn the meeting, second by Jeff Schoeberl.
Meeting adjourned at 1240.