**Florida Missing Children’s Day Foundation**

**5 August 2019**

**4:00 PM – 5:00 PM**



## In Attendance

* **Foundation Members:**
  + Lauren Adams (phone)
  + Joyce Dawley
  + Ed Dean (phone)
  + Charlotte Jerrett (phone)
  + Pamela Marsh (phone)
  + James Previtera
  + Jon Shaw
  + Kenneth Tucker
  + Forrest Van Camp
* **FDLE Members:**
  + Mary Coffee
  + Jeff Dambly
  + Brendie Hawkins
  + Seth Montgomery
  + Erin Rounds
  + Craig Schroeder
  + Jessica Schroeder
* Other Attendees
  + Hilary Sessions

## Minutes

1. Welcome and Introduction
   1. Welcome and Introduction from Foundation President Ken Tucker. Introduce members in-person and on the phone.
2. Accept Previous Meeting Minutes
   1. Motion made to approve the previous meeting minutes dated July 11, 2019. Motion seconded and approved.
3. Treasurer’s Report
   1. Foundation Treasurer Charlotte Jerrett presented the Treasurer’s Report dated August 2, 2019. Approximately $1,173.94 of expenses have been paid since the last report. $8,500 has been collected since the previous report and we have a current balance of $31,959.48.
4. Statutory Change
   1. The Foundation discusses the potential statutory changes that will allow the Foundation to direct funds to local agencies for purposes related to missing child investigations. The Foundation hopes to get a sponsor in the following year during session.
5. 2019 FMCD Strategy
   1. The Foundation previously entertained the idea of covering all hotel expenses for families in attendance. President Tucker requests that we reconvene on this issue once the RSVP deadline has passed and we know how many families will be in attendance. Tentative conference call planned for the week of August 26th.
   2. Secretary Lauren Adams has prepared follow-up letters to all agencies who have not donated or responded. Craig Schroeder will mail out the letters later this week.
   3. In addition, Secretary Adams has prepared Thank You Letters for those who have donated that will be mailed out later this week with the follow-up letters.
6. Audit Financial Review
   1. Both Charlotte Jerrett and Pamela Marsh have reached out to their contacts and haven’t found anyone that can do a full audit within the Foundation’s proposed budget ($2,500). The Foundation is leaning towards conducting a more informal review than a full audit. Pamela Marsh mentioned two other possible CPAs who may be able to conduct an audit or review: Randy Graham and Sharon Richardson.
7. Website Review
   1. The Foundation has been planning to update its website, starting anew from a new template.
   2. Brendie Hawkins shows a potential design for a new website using Wix.com; Wix would require a yearly subscription for…….
8. Adjournment
   1. Craig Schroeder informs the Foundation members that the family members and award winners have begun to arrive and the meeting will need to adjourn.
   2. President Ken Tucker calls for adjournment.