**Florida Missing Children’s Day Foundation**

Meeting Minutes

Meeting/Conference Call – 20 April 2023


## In Attendance

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| * **Foundation Members:**
	+ Lauren Adams
	+ Joyce Dawley
	+ Hunter Jones
	+ Chief Steve Kinsey
	+ James Previtera
	+ Kenneth Tucker
 | * **FDLE Members:**
	+ Alyssa Beck
	+ Megan Bohnenberger
	+ ASAC Chad Brown
	+ Ashley Bullard
	+ Heather Faulkner
	+ Quinton Harris
	+ Brendie Hawkins
	+ Phil Lindley
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## Minutes

1. Welcome
	1. Welcome and introduction from Foundation President Ken Tucker.
2. Previous Meeting Minutes
3. Motion made to approve the previous meeting minutes dated October 19, 2022. Motion seconded and approved.
4. FMCDF Statute Change
	1. The Foundation has worked with the Florida Department of Law Enforcement (FDLE) to make a statutory change in order to raise money to provide grants to law enforcement agencies for missing persons cases. Mr. Tucker reported that there was no sponsor for the bill this year. Foundation Treasurer Hunter Jones said he would like to explore other options to expand the scope of the Foundation. In order to discuss next steps, Mr. Tucker requested an in-person Foundation meeting with the FDLE Commissioner and Legislative Affairs liaison. Foundation Vice President Jim Previtera suggested there may be availability at a Tampa Bay Rays game on July 25th (game time 6:40 pm) or July 26th (game time 12:10 pm). These dates also correspond to the Florida Sheriffs Association Conference in Tampa. FDLE staff will confirm if the FDLE Commissioner and Legislative Affairs liaison are available during these dates.
5. Treasurer’s Report
	1. Mr. Jones presented the Treasurer’s Report dated April 19, 2023 (see Appendix A).

Mr. Tucker requested clarification about a reimbursement check the Foundation wrote to FDLE. FDLE member Brendie Hawkins explained that the reimbursement covers normal operational costs from the 2022 calendar year such as printing of invitations and solicitation letters, postage, and other administrative costs. FDLE provided an itemized invoice to the Foundation.

* 1. Motion made to approve the Treasurer’s Report dated April 19, 2023. Motion seconded and approved.
1. FMCD Status
	1. Ms. Hawkins reported that there is construction at the State Capitol that will last several years. The 2023 FMCD reservation for the 22nd floor of the Capitol was canceled due to a closure of that floor. The Department of Management Services (DMS) indicated that the size of the FMCD tent would be problematic due to construction and suggested reducing the size of the tent or removing it altogether. FDLE considered several venues for availability and quotes and decided to move the 2023 FMCD ceremony to the Tallahassee Automobile Museum (TAM). Quotes from TAM came in around $1,500 less than using the traditional vendors because of the use of on-site equipment and chairs. FDLE is working with the traditional vendor for the sound system to confirm if the TAM sound system is compatible and appropriate for the event. TAM will be available both Sunday and Monday of the event, and the safety fair will be held in the large grassy are. Tallahassee Police Department (TPD) will partner with FDLE for a large safety fair.

Mr. Tucker asked about security concerns at TAM. FDLE Assistant Special Agent in Charge (ASAC) Chad Brown reported that FDLE has not addressed the issue, but there will be uniformed personnel onsite for the safety fair. FDLE Inspectors will also be onsite. TAM has monitored security camera systems.

Mr. Tucker asked about invitations sent to dignitaries to ensure they know the event location has changed. Ms. Hawkins said that invitations will be sent to all state agency heads, legislative elected members, and cabinet members. Signs will be placed in the Capitol building about two weeks in advance to notify people that the event is at TAM this year.

* 1. Motion to approve TAM as event location for 2023. Motion seconded and approved.
1. Safety Fairs
	1. FDLE member Ashley Bullard reported that the 2022 safety fairs reached more than 10,000 individuals due to events such as the Tallahassee Winter Festival, Panama City Beach and St. Petersburg night outs, and the Florida State University Center for Autism and Related Disabilities (CARD) conference. Due to the success at the CARD conference, FDLE is pursuing a grant to create training for parents on how to interact with law enforcement in the event a child with autism spectrum disorder goes missing.
2. FMCD Quotes and Proposed Budget
	1. Ms. Bullard reported that this is the first year all seven regions have competed in the FMCD essay contest so the prize category is more expensive than previous years. Another item that is more expensive than previous years is changing from certificate frames to folders imprinted with the logo that will hold the award certificate and a photo. The expected budget does not include monies for giveaways; that will be discussed separately.
	2. Motion to approve the 2023 FMCD expected budget. Motion seconded and approved.
	3. Ms. Bullard would like to request $2,000 for giveaways which would include lanyards, stickers, and magnets, and also wristbands if the budget allows. She would like to move forward with purchasing these items once a set amount of donations comes in.
	4. Motion made for FDLE to contact Mr. Tucker once the Foundation balance reaches $36,170.85 (an additional $1,000 in donations) to confirm the budget has reached the threshold for FDLE to use $2,000 to purchase giveaways. Giveaways must include the FMCD logo. Motion seconded and approved.
3. FMCDF Facebook Discussion
	1. Foundation Secretary Lauren Adams reported that the Foundation Facebook page has not been updated in several years and requested that it be deleted. The Foundation website is kept up-to-date, and the Facebook page does not appear to offer any additional benefits.

Mr. Jones suggested exploring other platforms such as Twitter because legislative members appear to be active on Twitter. Mr. Tucker requested that Ms. Adams look into what it would take to establish a Twitter account.

* 1. Motion made to delete the Foundation Facebook account. At this point in the meeting, a quorum of Foundation members was not present, so a poll of the present members was taken. Ms. Bullard will poll the other members, and if a majority vote to delete the account, then it will be deleted.

Poll of members present: Mr. Tucker – yes to delete

Mr. Jones – yes to delete

Ms. Adams – yes to delete

Ms. Dawley – yes to delete

1. National Anthem Contest Requirements
	1. FDLE members reported that the National Anthem contest advertisement flyer is ready to send out. FDLE has security concerns with videos being emailed to an FDLE email address, so they requested the Foundation create a Gmail account for the video submissions. The contest will run from May 1st – May 31st. If no candidate is selected, FDLE will secure a singer. FDLE members will select the winner.
2. Corporation Sponsorships and Events
	1. Ken suggested exploring more options for corporate sponsorships. Donations from law enforcement funds may be limited by statutes restricting the use of forfeiture monies. Ms. Hawkins suggested a vehicle tag to raise money through sales at the Department of Highway Safety and Motor Vehicles (DHSMV). DHSMV has a threshold of 3,000 presales of a tag before it is printed. Further research will be made. Mr. Tucker recommended the Foundation discuss this and other fundraising options at the next face-to-face meeting.
3. Poster Contest Winner
	1. Ms. Bullard stated that a poster contest winner has been selected. They are waiting to hear if he will also be selected the national winner.

Motion made to adjourn meeting. Motion seconded and approved.

## Adjourned

## Appendix A

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