## In Attendance

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| * **Foundation Members:**   + President Kenneth Tucker   + Vice President James Previtera   + Secretary Lauren Adams   + Treasurer Hunter Jones   + Chief Steve Kinsey   + Diena Thompson   + Joyce Dawley | * **FDLE Members:**   + Mehgen Peoples   + Ashley Bullard   + Reneé Strickland   + Quentin Harris   + Natalie Bielby |

**Meeting begins 1:06 PM.**

**Introductions**

Role Call was conducted by FDLE’s Ashley Bullard.

**Agenda Items**

1. **Meeting Minutes**
2. Vice President Previtera made a motion for the December 7, 2023, meeting minutes approval. The motion was second by Chief Kinsey, and minutes were approved.
3. **FMCDF Finances**
4. Florida Missing Children’s Day expenses are around $30,000 a year, and currently the Foundation has around $14,210.33.
5. President Tucker advised that with the forfeiture law changes the funding has decreased and the foundation members need to start looking of other options to raise money. At a minimum the foundation needs to raise $16,000 to cover this year’s events expenses but a preferred goal is $30,000.
6. **FMCD Fundraising Ideas Discussion**
7. Law enforcement donations:
   * 1. Each member will contact all the Sheriff’s Offices to follow up on solicitation letters which are expected to go out in March. The same would be for the Police Departments, and additionally each member would be expected to contact 35 PD’s.
8. Per FDLE Legal on Fundraising:
   * 1. Fundraising efforts do not need to be noticed to the public. Multiple Foundation members can visit organizations and law enforcement agencies to solicit funds. This is not subject to Sunshine Law. However, they cannot talk about Foundation issues while they do this. The Foundation should not solicit funds from organizations if there may be a conflict of interest. The acceptance of donations is left up to Foundation discretion.
9. Fundraising Ideas:
   1. President Tucker advised on possible fundraising options:
      1. Members will call and request the charitable donation from companies and agencies.
      2. Potentially add members to the board from the Pensacola and Fort Myers region.
      3. He would also like to have two members per region for the foundation, so the members can team up to fundraise.
   2. An invited expert- Ms. Session
      1. Ms. Session is confided a fundraising expert since was provided to perspective on fundraising.
      2. Ms. Session advised the board on her knowledge and experience with fundraising.
      3. The ideas that were provided
         1. one to call the agency and request the donation.
         2. Another option is to request donations from business and companies, like insurance companies- which have to be request through a grant and will probably up to two year take to get a response.
         3. Creating letters for business and companies to hand out with the 501(c)3 form and take to every Walmart, Sam’s Club, or Target for in-person donations.
         4. Have a bike donation and sell raffle tickets or a silent suction.
      4. Additionally, make sure the members are mentioning that the foundation is a non-profit organization, accepts in-kind donations, and donations are tax deductible**.**
   3. Vice President Previtera advised that we need see if we could speak at the next Sheriff’s and Chief’s Association conferences to express the foundations dire need for funding for only a few minutes to talk to Infront of the agencies. The cooperate fundraising is a long-term process, but we need a response now. Also, he will need a business letter to for donors he has.
      1. We could have Ms. Thompson and Joyce Dawley to possible attended the FSA conference to speak on soliciting funds with foundation and reviewing travel reimbursement.
   4. Treasurer Jones had an idea for soliciting donations by possibly having the Members start a grass roots complain, through social media fundraising sites, news outlets, and newspapers, community responses.
10. **FMCD Status**
    1. Tallahassee Automobile Museum contract is being reviewed by FDLE legal. Expense: $8,600
    2. Mission BBQ contract for breakfast and lunches. Anticipated Expense: $6,098.75 to include gratuity. This number is low assuming same general turn out as last year.
    3. Audio. Expected expense: $1500.
    4. Total expenses for these three contracts: $16,198.75
11. **Foundation Website (**[FMCDF.org](https://www.fmcdf.org/)**)** 
    1. We are looking to update the Website since WIX website has new functionality and design models. We are anticipating being able to update the website for a cleaner more modern look sometime in the next year. Is there anything you are unhappy with at this time or any suggestions you may want to see in the future? The Foundation will have the opportunity to view it before it goes live.
    2. President Tucker suggested including the Foundation members names on the website, and members agreed.
12. **Action items:**
    1. Secretary Adams will create a FMCDF business card containing the name, mailing address, website, and QR code.
    2. FDLE will print and distribute about 50 cards for each member.
    3. FDLE will email each member with foundation documents to include the multiple different solicitation letters to all the members (Tax Free, LEO letters, Business, Last year annual Report) for when soliciting donations.
    4. FDLE will provide each member a list of 5 police departments and sheriffs to contact in their area and specify the ones who are no longer sending donations.
    5. The Foundation members will contact the FSA and FPCA Directors to request 15 minutes to talk at the conferences about the Foundation.
    6. President Tucker reiterated that we need to raise at minimum $16,000 this year but need an additional $30,000 in all for a buffer for next year.
    7. Secretary Adams requested FDLE provided her the list of packages given to the young winner and contest winners.

**Adjournment**

Meeting adjourns 2:26 PM.

**Administrative follow up notes:**

FDLE emailed foundation members with all the solicitation letters, document request, and a list of agencies for each member to call and follow up with on the solicitation letters sent out. (Action items b, c and d)