

DUI COUNCIL OF LANCASTER COUNTY

January 9, 2013

MINUTES

In attendance: Julie Fitcher, Jen Mulroney, Dorie Weik, Dana Pyne, Barb Zortman, Lori Thomas, Amy Coleman, Stefanie Trzask

I. EXECUTIVE BOARD INDUCTION

President: Dana Pyne
Vice-President: Jeff Breckenmaker
Secretary: Amy Coleman

II. APPROVAL OF MINUTES

Motion: _____ Second: _____

III. FINANCIAL REPORT: 3 invoices paid, made 2 deposits: windstream paid up to 6 months.

Grant: _____
Checking: \$4637.79

IV. ONGOING ACTIVITY REPORTS

1. **RAMP:** Done and invoice received. Recommend everyone take the class. **(72 participants in the Nov/Dec trainings). On line trainings are ongoing. Barb took it, very interesting. We can email Crystal for a code if we would like to take it.**
2. **CHECKPOINT COORDINATOR: no report this meeting.**
3. **WEBSITE/FACEBOOK UPDATES:** Website is currently under complete overhaul: **Barb is updating each section.**

V. SECOND & THIRD QUARTER ACTIVITY (Oct-Mar)

1. **D&A College Scholarships:** Awarded \$250 to Etown; \$250 to MU; \$300 to Stevens
2. **Billboard:** Designated driver message in Spanish and English ran 12/3-31/2012 along 462.
3. **DUI Awareness Conference: June 17th**
 - o How do offenders circumvent the drug testing process?: Presenter?
 - o Current case law: Max Little
 - o Trends in Use – Rx and Synthetic Drugs: Elaine Surma
 - o Defending Arrests – Tricks Defense Attys are Using to Beat DUIs: Presenter?
 - o Workshop/brainstorming session for DUI Class Instructors: Who to facilitate?
 - o See what Compass Mark has to offer.
 - o Gene Stull
 - o Keynote? **Possible RAMP overview by Crystal.**

**VI. VOTE ON BYLAW AMENDMENTS : everything was accepted, with the exception of 1st bullet under Article VI, A6, regarding coordinator: this was taken out. Motion to accept: Julie Fitcher Second: Jen Mulroney
See Attached.**

VII. MISCELLANEOUS BUSINESS

1. **Barnstormers Update:** Ad ideas. **No updates, deadline is March**
2. **Parking Garage Advertising :** need ad ideas, looking into a 6 month term.
3. **Future Fundraising Ideas:** tabled to next meeting
4. **Registered non-profit status:** tabled to next meeting

5. **SRO Training: tabled to next meeting**
6. **Membership Brochure (new logo?): tabled to next meeting**

VIII. NEXT MEETING: Wednesday, February 13 @ 8:30 at AAA, Estelle Drive

BY-LAW AMENDMENTS

Aesthetic change to by-law layout: Wherever there are only bullets, replace those with the adequate numerical outline structure. This allows for easier review and reference of each item as opposed to a long list of only bullet markers.

New Section to Article V:

Article V. Membership and Voting. E. Executive Board.

- The Executive Board reserves the right to vote on issues without its membership present. These issues must be the result of at least one of three causes: 1) a timely issue that cannot wait until all active members are contacted, 2) a stalemate among active member votes, or 3) an executive board meeting at which time it is determined that a decision must be made from a managerial position.

Article VI. Executive Board. A. 1. Chief Administrator

- Addition to clarify wording: "Shall oversee the financial operation of the Council."

Article VI. Executive Board. A. 2. Financial Officer

- Remove section "Shall develop a projected annual budget and line item expenditures, with the assistance of the Executive Board." That will be added to the Coordinator's duties.

Article VI. Executive Board. A. 3. President

- Remove "...and prepare agenda." Add to coordinator's duties.
- Remove "nominating committee" here and anywhere else. We never use one.
- Remove duty of submitting quarterly reports – add to coordinator. Will keep duty of submitting annual report.

New Section To Article VI:

Article VI. Executive Board. A. 6. Coordinator

- Shall be a paid position. The DUI Council will not be responsible for the financial support of this position.
- Shall be a voting member but not a member of the Executive Board.
- Shall prepare Request for Information to funding source.
- Shall prepare and submit a projected annual budget for approval by the membership.
- Shall initiate development and implementation of Council activities.
- Shall enter all activity and data into the Performance Based Prevention System, as required by grantor.
- Shall have signature on record at bank.
- Shall prepare meeting agenda, and provide to the President at least 48 hours prior to the meeting.
- Shall record minutes in absence of the Secretary and Vice President.
- Shall call meetings to order in the absence of the President, Vice-President, and Secretary.
- Shall attend Executive Board meetings, upon invitation.
- The Executive Board reserves the right to remove or replace the coordinator if he/she is not serving the mission of the DUI Council or is not acting in the best interest of the DUI Council.

Article VII. Election of Executive Board

- Change to section B: “Persons interested in running for office must submit their intentions by phone or in writing to the Coordinator prior to the Council’s November meeting of an election year.”

Article IX. Financial Structure

- Remove entire section regarding “Savings Account.” We no longer have one.