

New York Women in Law Enforcement

Annual Board of Directors Meeting

October 30, 2020

Opening

The Annual Board of Directors New York Women in Law Enforcement was called to order at 1:00pm on October 30, 2020 via Zoom and/or telephone conference by President Deborah Campbell..

Present:

Deborah Campbell

Nzingha Kellman

Arlene Sabo

Jennifer Sterling

Madeline Bay

Kimberly Shappy

Kim Beaty

Anne FitzSimmons

Cathy Johansen

Diana Pizzuti

Casey Quinlan

Margaret Ryan

Rebecca Thompson

Melanie Cardin

Joanne Jaffe

Barbara Lark

Neely Jennings

Absent:

Lindsey Giles

President's Report

President Campbell expressed appreciation to all members of the Board of Directors for their commitment to the organization. President Campbell wished the best to the incoming president Nzingha Kellman. Deb also asked all board member to actively pursue other members of the organization to consider becoming board members. It is important to keep the organization going and get new and younger members involved.

Review of By-Laws

Margaret Ryan gave a presentation on a review of the By-Laws. Recommended changes to wording of Section 2.6 and Section 5.4. This will help clarify the language and election matters when there is only one candidate. The motion to accept this was given by Joanne Jaffe and seconded by Mady Bay. The vote was all in favor.

The election of the officers was the next item on the agenda.

Nzingha Kellman-President – nominated by Deb and seconded by Kim

Diana Pizzuti- Vice President – nominated by Deb and Cathy

Arlene Sabo- Treasurer- nominated by Deb and seconded by Mady

Kim Shappy – Recording Secretary – nominated by Deb and seconded by Neely

Jennifer Sterling – Membership Secretary-nominated by Deb and seconded by Becky

In accordance with the by-laws, President Deb Campbell, nominated each candidate and cast the one vote necessary. Due to Nzingha being delayed due to work responsibilities the Oath will be administered once she calls in.

The vote to approve the candidates for each position was in favor by all.

The selection of Regional Directors

Capital Region – Neely Jennings

Central Region – Becky Thompson

Southern Region – Cathy Johansen assisted by Anne FitzSimmons

Western Region – Barbara Lark assisted by Kim Beatty

Each candidate(s) was nominated by Deb and vote was all in favor.

Voting on Budget – Currently each region receives \$500.00 annually for regional activities. There is also a provision that the regional director can ask the board for more if necessary. Cathy Johansen made a motion to vote on maintaining the current status. Kim Shappy second the motion and the vote was unanimous in favor of maintaining the current provision.

Selection of Committee Chairs-

Technology Committee- Margaret Ryan will remain the Chair with assistance of Casey Quinlan and Anne FitzSimmons.

Membership Committee – Joanne Jaffe will remain the Chair.

Conference Committee – Barbara Lark and Kim Beatty will remain the Chairs.

Community Service Committee – Cathy Johansen will be Chair. She will be responsible for the oversight of the regional community service activities.

It has been recommended that 2-3 people in each region speak about what activities to be involved in. The chairs will have to find members in each of their regions that can be involved in discussing potential activities. It is also a mandate of the by-laws that the meetings held by the committees have minutes and these minutes are to be submitted to the Vice President.

Diana Pizzuti suggested that each committee go over various points with their members: Advise the members of the various committees. Ask if the members if there are any committees in particular that they may be interested in joining, and the committee chairs must take notes and attendance. These minutes and attendance are to be submitted to the recording secretary. Cathy Johansen stated that this will be a good way to keep members by having them involved in activities that they have a particular interest in and made a motion to vote on the chairs and Neely seconded the motion. The vote in favor of approving the chairs was unanimous.

Appointment of Advisors- The by-laws state that there can be three advisor positions:

Legal – Melanie Cardin – agreed to continue in that position. Deb nominated Melanie and Mady Seconded the motion. All were in favor,

Financial – It was agreed that we continue not to have anyone unless necessary, such as tax time and when assistance is needed.

Public Relations – Deb spoke with Darcy Wells who previously was the PIO for the NYSP. Darcy stated that she is interested in helping. Kim Beatty made a motion to vote on Darcy becoming NYWLE PIO. Arlene Sabo seconded the motion, and all were favor of approving Darcy for the position.

Update on Annual Conference-

Discussion regarding the date was held. The possibility of having the conference in June was decided against due to the impact of COVID-19. It was agreed by all board members that the possible date be October 5, 2021. The date has no conflicts with IACP and religious holidays. It was also agreed that since the conference is being held in the Western part of the state having it earlier would reduce the chance of weather impacting travel. The motion to vote was made by Diana Pizzuti and seconded by Barbara Lark.

At approximately 2pm, Nzingha Kellman was able to join the meeting. At this time Deb nominated Nzingha as the new president and Kim Shappy seconded the motion. In accordance with the by-laws Deb cast the necessary vote electing Nzingha the new president of NYWLE.

Immediately after this vote all new officers were sworn on to their positions by Deb Campbell.

Technology Committee report –

Margaret Ryan reported on the website update options. Detailed information regarding the website options is attached. After Margaret’s review that illustrated that moving from the current platform to WordPress there will be a significant increase in the website’s capabilities and appearance. The expense regarding moving from one platform to another is minimal and it was agreed to vote on the move. Kim Beatty made the motion to vote on the move. Mady Bay seconded the motion. The vote was a unanimous approval of the move.

Vice President’s report– Nzingha Kellman had nothing new to report

Recording Secretary’s report – Anne FitzSimmons had nothing new to report.

Membership Secretary’s report – Jennifer Sterling provided the following:

Capital Region– 52 current members

Central Region- 55 current members

Southern Region – 106 members

Western Region – 33 members

Out of State – 3 members

Total Members – 249 (45 expired as of January 2020) Spreadsheet attached. - along with roster with various information from 2013 to present.

Treasurer's Report-

Arlene Sabo reported the following:

Conference Account - \$16,835.12

Primary Account - \$7,719.64

On 10/3/2020 Valus Space monthly storage fee paid via credit card \$71.00

On 10/15/2020 Received \$48.25 from Square for Leila Molle dues (Appeared earlier there was a discrepancy. Arlene researched it and resolved it.

A noticed was received from IRS indicating we did not file the 990. Research indicates Mady forgot to check one box. This has been corrected and resubmitted.

A debit card was received in a prior treasurer's name (Maura) – it has not been activated.

Arlene received paperwork from Nzingha regarding the bank account which will permit her authority to access the account.

Program Coordinator – Discussion of new membership packet – Kim Shappy

A new packet has been developed by Kim Shappy that will explain the organization to new members. It will explain where to find the answers to any questions they may about the organization. It will say welcome and this is where you will find information regarding the goals of the organization, the various positions, the scholarship, Board of Directors contact information, and job descriptions. Recommendations are made to assure transparency for the budget. This document will most likely be placed on the website in the members only section. Discussion regarding alcoholic beverages at NYWLE events and the related issues for a non-profit. Melanie will be researching, and the issue has been tabled for now. The VP will be responsible for assuring the document is updated each year

Newsletter – The next edition will be coming out the first week of November.

Virtual training

Neely Jennings has prepared a survey that will be used to ascertain what kinds of training members are interested in. Casey assisted Neely by provide the information obtained from previous conferences surveys. A motion was made by Kim Shappy and seconded by Mady Bay to vote on using Neely's survey. The vote was all in favor of using the survey.

Research re: Non-profit status

Melanie explained the issues required to be classified as a 501-c-3. Currently NYWLE is not a 501-c-3, but it may be possible to be classified if some language in the mission statement can be modified. Various members offered suggestions that may help qualify. It was agreed that this would be pursued.

Dues related to no conference this year due to COVID-19

Dues are the primary revenue source. After discussion it was agreed that because of the various circumstances of 2020 an extra discount will be offered. There will be a special rate of \$35.00 (normally \$50) for regular members and \$20 for retirees and \$25 for out of state. A motion was made to vote on this by Diana and seconded by Kim Beatty. The dues will be due from now to December 31, 2020. A reminder will be sent out several days before the due date. Everyone was in favor of the reduced rate.

Regional Reports

Capital Region – Nothing to report – impact COVID 19

Central Region – Nothing to report – impact COVID 19

Southern Region – Cathy and Diana had a gathering at Bryant Park in Manhattan.

Approximately 12 members attended. A diverse group. They were interested in what they can do, and Cathy and Diana provided information and suggestions.

New business It was agreed that a \$100 donation will be made to member Sue Deshensky who is working on a project supporting police officers – Blue Line Community Project.

Membership Cards for 2021 will basically stay the same – the tag line for 2020 will be removed.

Adjournment

Meeting was adjourned at 3:58pm

Minutes submitted by: Anne FitzSimmons