Executive Board Meeting

October 11, 2023

The meeting was called to order at 7:38 by President Mike Chipman.

Present were President Mike Chipman, VP Jerry Brittain, Treasurer Candace Hanes, Secretary Carla Jorgens. Trustees Charlie Boeck, Lucinda Holmes, Ryan Jamison, Jay Wilson, Michael

Clowes, Matthew Kadavy, Tom Ervin, Josh Osienger.

Previous meeting minutes were read by Carla Jorgens.

Treasurers report was read by Candace Hanes.

Correspondence was reported on by Jerry Brtittain. He stated that DHHS had an administrator step down and some more may follow.

Membership was reported on by Carla Jorgens.

Committees were reported on by Jerry Brittain with Bargaining, Legislative, and Fundraising being closed. By-Laws committee is also closed but will reopen in January. Membership is reportedly going well but new hire classes are much smaller. Safety is still an issue with assaults reported at RTC, LRC and TSCI.

Mike motioned to vote on newly created policy regarding Secretary and Treasurers duties as one vote for all policies or to vote on each policy individualy. Carla Jorgens motioned to vote on each individual policy. 2nd by Candace Hanes. The motions on policy were made by Mike and votes were as follows:

1. Checks must have at least 1 signature from either the President or Vice President. Motion was 2nd by Candace Hanes. Vote passed 12-0
2. If check is for self, you cannot be a signatory. Motion was 2nd by Candace Hanes. Vote passed 12-0
3. Reimbursement forms must accompany the check when the check is signed. Motion was 2nd by Mike Clowes. Vote passed 12-0
4. Reimbursements must not be more than 60 days from the expense. Motion was 2nd by Carla Jorgens. Vote passed 11-1
5. All executive board members shall be on company ink and on all company computer software. No reimbursements will be allowed unless the Board of Trustees approves. Vote passed 12-0. (Secretary Carla Jorgens will continue to use her equipment for the remainder of her term and has agreed to not request reimbursement for said items).
6. All office supplies will be purchased with a company card. Carla motioned to amend the policy to read “All FOP expenses, to include supplies, equipment, flights, hotels etc..”Board members can appeal to the Board of Trustees for expenses. Amendment was 2nd by Mike Chipman. Amendment passed 12-0. Vote passed 12-0
7. Any received gifts to the Union for fundraising purposes must not go to any Executive Board member. Motion was 2nd by Lucinda Holmes. .Vote passed 12-0
8. All receipts shall be sent to the FOP Administrative Assistant, who will then forward them to the needed parties. 2nd by Charlie Boeck. Candace motioned to amend policy to read “all receipts will be turned in within a week. 2nd by Carla Jorgens. Amendment passed 6-1. Vote passed 9-0
9. Treasurer must have an itemized statement attatched to the Treasurers report. 2nd by Candace Hanes. Vote passed 12-0
10. Treasurers report must be uploaded within 5 business days of the Executive Board meeting. 2nd by Charlie Boeck. Candace motioned to amend policy to read “Must be uploaded within 5 business days upon receipt of the statement from the financial institution. 2nd by Carla Jorgens. Amendment passed 12-0. Vote passed 12-0
11. An annual audit shall be conducted. Carla Jorgens motioned to amend policy to clearly state that the audit conducted will be an external audit. At no time shall an annual audit be conducted by any member of the Executive Board. Candace Hanes 2nd the amendment. Amendment passed 12-0. Vote passed 12-0
12. No blank checks are to be signed. 2nd by Jay Wilson. Vote passed 12-0.

Mike motioned to purchase up to 3 new printers for the Executive Boards use. The cost is not to exceed $1500. 2nd by Candace Hanes. Vote passed 12-0.

Mike approved $500 for Joy Fountain whom is battling cancer. It was agreed that when the bylaws are open in January we will need to add guidelines regarding financial relief for catastrophic events and illnesses for the membership.

Mike motioned to sponsor Blue Collar Boxing. After lengthy discussion Carla Jorgens called for cloture. 2nd by Candace Hanes. Vote was 6-2 for cloture. Mike reopened the motion to sponsor Blue Collar boxing for 2 tables for $1400. Vote was 4-3. 2/3 majority vote was not reached. The motion is dead.

Jerry mentioned that member Deon Herron from NCYF has passed away. Funeral services are Friday. Flowers have been sent to the funeral home a memorial check for $500 was sent to the family.

Mike motioned to adjourn the meeting. 2nd by Matthew Kadavy. Meeting was adjourned at 10:00.