



CAYCE PUBLIC SAFETY FOUNDATION

ESTABLISHED 2010 | PO BOX 5422 CAYCE, SC 29171

Cayce Public Safety Foundation

Board of Directors

Meeting Minutes January 24, 2023

Call to Order/Welcome: Pamme Eades called the meeting to order at 5:45 PM.

Present: Pamme Eades, Kay Hutchinson, Rebecca Lorick, Russ Shumard, Asst. PD Chief Shawn Grant for Chief C. Cowan, April Blake, Jim Crosland, Barbra Corbett, Miles Fisher, FD Chief S. Bullard, Dr. Colette Townsend-Chambers, Karen Sanders.

Approval of Minutes:

The December 2022 meeting minutes were reviewed. After a few grammatical errors were pointed out Karen Sanders made a motion to approve the minutes, April Blake second the motion and the minutes were unanimously approved by the board.

Treasurer Report:

- Kay Hutchinson briefly reviewed the foundation's current financial position (see reports).

Election of Officers

- Motions were made and subsequently second for each of the current officers to remain in their positions. All members unanimously approved this measure. There was no opposition to the vote.

Pamme Eades: President

Rebecca Lorick: Vice President

Kay Hutchinson: Treasurer

Russ Shumard: Secretary

Old Business: Shop with a Cop

- \$10,379.04 total raised
- \$1,000.00 from Trinity Baptist Church for gift cards
- \$526.81 for repairing bikes
- \$261.00 was the amount each child was able to spend

New Business

- Pamme's Thoughts
 - Mini Audit to prep for the SC Sec of State reporting in May. Karen and Barbra volunteered to help.
 - Creation of a request form for funding. April Blake volunteered to create one.
 - Appetite for fundraising. How much can we create in a year?
 - Create a seed money fund. Goal of \$10,000.00 to \$15,000.00 for emergencies
 - Creating a long-term endowment: "Cpl Roy Andrew "Drew" Barr Endowment"

Police Department Updates:

- Releasing additional per-diem from K-9 officers Ware and Hentz. Jim Crosland made a motion to release the additional per diem and Russ Shumard second the motion. The board unanimously approved the measure.
- Funds for "K-9 Certification Week" for 3-4 officers: \$2,896.70 for lodging, per diem etc. Rebecca Lorick made a motion to approve the funding Russ Shumard second and the measure was unanimously approved by the board
- Funding for 2023 Christmas Banquet
- Heros Hike donations: Karate Dojo of West Columbia donations for event.
- Notable events for 2023 (see handout)

Fire Department Updates:

- Challenge coins
 - Chief Bullard made a request for the board to purchase the remaining 90 coins from the FD at \$4.00 \$360.00 total. The Foundation would sell them for \$10.00. Jim Crosland made a motion to approve the funding and Miles Fisher second the motion. The board unanimously approved the measure.
 - Chief Bullard is looking into the possibility of requesting funding for the board to purchase a new fire helmet to be used in a raffle/fundraising campaign.

Per Diem Policy:

- The board briefly discussed the need to implement a per diem policy to be utilized for the event of when it is requested from one of the PD/FD representatives. April Blake and Rebecca Lorick volunteered to look into this further.

Officer Crisis Fund

- Guidance needed as to what would constitute a "Crisis" and a procedure on how one would apply for funds.

Fundraising

- Jim Crosland, Tim James, and Jim Crosland had stepped up, as a previous meeting, to research a fundraising campaign of creating and selling an Advent Calendar during the holiday season. Russ reached out to SJA Promotions in British Columbia and learned to following:
 - The promotion company assisted with the Ft St John Firefighters Charitable Society (FSJCS)
 - The FSJCS raised approximately \$20,000.00 in the 2 years they have done the fundraising campaign.
 - The key to their success has been the partnerships FSJCS has developed with businesses and the community.
 - SJA Promotions paid to produce the calendars, ship them and pay any subsequent taxes.
 - A local hardware store chain helped to cover the production costs and sold the calendars within their stores.

Russ suggested getting some of the Cayce schools involved or seek out a PD officer's child or a FD personnel's child to come up with the design for the calendar or have a contest and allow PD and FD personnel to judge or decide on a design. Pamme said the campaign is worth looking into further and suggested Tim James to work on his business contacts at the West Metro Chamber of Commerce for support and or sponsorships.

- Miles Fisher had volunteered to look further into the possibility of having a golf tournament and he gave a brief update.

Other Business

- Pamme has looked into the opportunity of joining the Cayce West Columbia Chamber of Commerce. This would allow the foundation to develop additional relationships with local businesses in the community. Membership with the WMCC costs \$\$250.00 a year. Dr Colette Townsend-Chambers made a motion to obtain membership and Barbra Corbett second the motion. The board unanimously approved the measure.

Adjourn:

With no other business to discuss the meeting was adjourned at 7:23 PM

Restricted Fund Balances as of January 31, 2023

Special Olympics

H-Tax Grant: \$3,173.17	Expensed: \$3,173.17	Balance: \$0.00
Cops & Lobster: \$205.00	Expensed: \$205.00	Balance: \$0.00

T-Shirts (Benevolence Fund)

Revenue: \$9,037.56	Expensed: \$5,200.84	Balance: \$3,836.72
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Back to School Bash '23

Revenue: \$200.00	Expensed: \$0.00	Balance: \$200.00
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Dominion Grant - AED

Revenue: \$10,000.00	Expensed: \$6,349.86	Balance: \$3,650.14
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Lexington Health Grant - AED

Revenue: \$1,800.00	Expensed: \$799.61	Balance: \$1,000.39
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Speed Trailer - AED

Revenue: \$692.44	Expensed: \$0.00	Balance: \$692.44
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Tent & Sledgehammer -AED

Revenue: \$1,612.45	Expense: \$1,521.58	Balance: \$90.87
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Shop w/a Cop/Community Outreach

Revenue: \$9,379.04	Expense: \$7,898.29	Balance: \$1,480.75
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Cash Reserve

Balance: \$10,000

Total in Restricted Funds:	Balance: \$20,951.31
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Operating Account Balance:	\$25,758.38
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Restricted Funds:	\$20,951.31
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<u>Unrestricted Balance in Operating Account as of 01/31/2023:</u>	\$4,807.07
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Note: The December 2022 Account Summary incorrectly stated the Operating Balance was \$39,376.04 and the balance after the restricted funds were accounted for was \$18,424.73. The Beginning Balance at 12/1/2022 (\$39,376.04) was accidentally carried over instead of the Ending Balance on 12/30/2022 (\$25,756.19). The correct balance after Restricted Funds were accounted for should have been \$25,756.19 – 20,951.31 = **\$4,804.88**.

As of February 26, there were debits of \$200 (K9 Plush Balance), \$1,065 (deposit on Holiday Banquet catering), \$200 (Cash for 5-O-Fade Friday). There were credits of \$50 (donation), \$772 (Shell recycling, \$8.86 (Amazon) and \$1,000 (Hike).

Special Account Activity January 2023

Beginning Balance **\$23,236.07**

Debits

\$2,160.00 – Per Diem for Training (Ware, Hentz)

\$

\$

Credits

\$

\$

\$

\$1.92 - Interest

\$2,160.00

\$1.92

Balance as of 1/31/2023: **\$21,077.99**

Not Cleared: \$

Available Balance 1/31/2023: **\$21,077.99**

K9 Not Cleared includes:

Notes: January Activity: \$540.00 (Reimburse Per Diem – Officer Ware Balance ck#1058)

\$20,537.99 available balance

Ck# 1058 for \$540.00 cleared 2/6/2023. \$330 for ½ down on Hudson K9 Plush cleared 2/21/2023. \$74.52 for K9 Hudson grooming cleared 2/26/2023. Available balance **2/26/2023, is \$20,133.47.**