

MINUTES

**Wildlife Alert Reward Association Meeting
Farris Bryant Building
Tallahassee, Florida
March 27, 2018**

Members Present

Ms. Virginia “Jenny” Brock (Chairman), Mr. Edward “Buddy” Boyd (Vice Chairman), Mr. Bruce Essen, Ms. Diana Flynt, Mr. Braxton Jones, Mr. David Jones, Mr. Al Hammond, Mr. John Shaw, and Mr. Neal White

Members Not Present

Mr. Michael Kennedy

Others Present

Captain Avery Tubbs and Mr. Sam Kirkland

Opening Remarks made by Ms. Brock

- Meeting called to order, attendance taken and quorum was met.
- All members agreed to serve on the board for another 2 year term. Letters will be signed and sent out.
- Motion to approve the October 12th minutes, Mr. Essen accepts, Mr. D. Jones seconded, motion passed.

Wildlife Alert (WA) Business

- **Financial Update**
 - Ms. Brock discussed the accounts at Everbank and SunTrust – she had reconciled the accounts and all monies were accounted for
 - Mr. Boyd motioned that until a smooth transition from SunTrust to Everbank can be completed that we keep our account with SunTrust open. Ms. Flynt seconded. Motion passed unanimously.
 - Mr. Boyd motioned to accept financials as presented by Harvard and Associates. Mr. White seconded. Motion passed.
- **Reward Amounts**
 - Mr. Boyd requested that the financials be audited as far as the money coming in from fines and the money going out in rewards. Mr. D. Jones added that Wildlife Alert should keep a running balance of the OmniCards.
 - Mr. Boyd raised interest in a purview of reward amounts. No motion was deemed necessary.
 - Mr. D. Jones asked about how/when we offer a reward in the midst of the tip communication.
 - Captain Tubbs described the process for rewarding our Tipster and touched on the different communications through which this is done.
- **Laptop**

- Captain Tubbs, said that the FWC Network firewall prevented necessary interaction with bank employee's online assistance. A Wildlife Alert specific laptop along with a \$15/month 1 GB Verizon hotspot would bypass these network issues. This would take the job of treasurer off the plate of the board. Also, the laptop could be used for social media use.
 - Ms. Brock mentioned "otherwise, Harvard and Associates would have to take over a larger portion of the banking needs for Wildlife Alert."
 - Mr. Boyd asked if this purchase would be made through the I.T. people within FWC
 - Captain Tubbs assured that would not be the case and that this laptop would be fully under the purview of Wildlife Alert.
 - Ms. Flynt motioned to buy the laptop for banking purposes. Mr. Shaw seconded. Motion approved w/ amendment that cost of the computer not exceed \$1000. Ms. Flynt is okay with that.
 - Computer will not be purchased until there is a clear need, but approval has been granted.
- **Announcement**
 - Mr. Kirkland will be moving to Tampa, and will no longer be able to assist Wildlife Alert.

Marketing

- **Trailer**
 - Mr. D Jones mentioned meeting with Moore Communications Group to discuss a design for a trailer, but as of now it is in Ocala.
 - Ms. Flynt said she knows a graphic design artist that can make different design options for the trailer, but as of now nothing has been done.
 - Mr. Boyd asked "Have we transferred the title to FWC?"
 - Ms. Brock believes that is the case based on the "accumulated depreciation of the educational trailer" on the compilation WA Finances completed by Harvard.
 - Mr. Boyd asked Avery to contact someone with the commission to get the ball rolling with the WA Trailer.
 - Ms. Brock mentioned working with the design people within FWC.
 - Mr. D. Jones mentioned giving FWC some "leash" to run with in regard to the trailer design.
 - Mr. D. Jones volunteered to meet with Karen Moore and Rob Klepper and see about what the next step will be *Action Item*
- **IWC Meeting Update**
 - Captain Tubbs said that he and Major Burton would be traveling to the IWC Meeting. Asked for the possibility of Wildlife Alert Sending 3 people.
 - Buddy motioned to send 2 people to the IWC Meeting. Neal White seconded.

Next Meeting

- Mr. D. Jones expressed desire to go to 3 meetings a year.

- Ms. Brock decided there was no conflict with bylaws and determine the next meeting would be the last week of June, but not the week of July 4. Mr. Kirkland will help schedule this.

Meeting Adjourned – Mr. Essen motioned and Mr. Boyd 2nd, adjourned.

Action Items

- Mr. D. Jones will contact MCG's Karen Moore and FWC's Rob Klepper about the direction to go with the trailer designs.