

MINUTES

Wildlife Alert Reward Association Meeting Farris Bryant Building Tallahassee, Florida November 9, 2015

Members Present

Ms. Jenny Brock (Chairman), Mr. Buddy Boyd, Ms. Diana Flynt, Mr. Alfred Hammond, Mr. Braxton Jones, Mr. Michael Kennedy, and Mr. Neal White

Members Not Present

Mr. Bruce Essen, Mr. David Jones, Mr. John Shaw, and Mr. Rex Wimberly

Others Present

Major Jay Russel, Captain Avery Tubbs, Ms. Charlotte Jerrett, and Ms. Sara Burke

Opening Remarks

- Meeting called to order, attendance taken, and quorum was met.
- Mr. B. Jones motioned to accept the agenda, Mr. Boyd seconded. Motion passed.

Accounting Proposals

- Three new accountant proposals were submitted by staff and the attributes of each CPA firm were discussed. Harvard & Associates, P.A. have an extensive background of working with non-profit organizations. Mr. Boyd motioned to accept the proposal from Harvard & Associates and hire them as the new accountant for Wildlife Alert. Mr. Kennedy seconded the motion. Motion passed.
- Three auditor proposals were submitted by staff and discuss by the board. Carol and Co. has extensive background working with non-profit groups in Tallahassee. Mr. Wimberly motioned to appoint Carol and Co. as the auditors for the 2014 audit to be performed. Mr. White seconded the motion. Motion passed.

Treasurer Appointment

- Mr. Boyd discussed the whether a treasurer was necessary and suggested that an opinion was obtained from FWC legal.
- Mr. Boyd motioned to table the election of a treasurer until legal was contacted, Mr. Wimberly seconded. Motion passed.

Events

- DRC Sports submitted an event proposal for 2016 consisting of three events to be spread across the year. They were a Miami 5K/10K Cross-country Run, Palm Beach Road Bike Ride, and Tampa Mountain Bike Race. Each race was estimated to cost around \$8,000 each.
 - A question about the benefit the events would provide to the program was posed. These events are to spread awareness of the program throughout the state. The larger populations in other areas of Florida compared to Tallahassee will provide more exposure to Wildlife Alert and garner a larger turnout for each event.

- Mr. Boyd spoke to the price of the events saying that the funds collected by Wildlife Alert are hard to maintain and possibly consider just one event next year.
- Mr. Wimberly suggested the references provided by DRC Sports be contacted before scheduling any events.
- Mr. Boyd volunteered to meet with DRC Sports to gain more knowledge of the services that they will provide during these events.

Mr. Boyd motioned to adjourn, Mr. White seconded. Meeting adjourned.

Action Items

- Mr. Boyd will contact DRC Events for information on future race events (running, road bike ride, and mountain bike race).
- Captain Tubbs and Ms. Burke will initiate the move from the old accountant to the new accountant at Harvard & Associates.
- Captain Tubbs and Ms. Burke will coordinate with the accountants to start the audit process with Carol & Co. accountants.