

Meeting Minutes of July 12, 2007

Meeting No. 25

Kathy Cole called the meeting to order at 1:05 p.m. in the OPS Conference Room, of the Mason Building.

Members present: Lin Emmert, Kathy Cole, Jim Niewiek, Richard Darling

DMB staff present: Vivian Grinnell, Karen Deering, Dane Hengesbach

Guests: Vida M. Fisher, Kettering University, Jim Curran and Chris Luty of the Michigan State Police Troopers Association

1. Review of Meeting Minutes from June 14, 2007

Motion made by Lin to accept minutes with corrections (sent to Vivian), seconded by Jim Niewiek. MOTION CARRIED.

2. Financial Update

- Dane handed out an updated financial report. Kathy Cole gave Dane \$6,500 from the FOP conference in Sault Ste. Marie and announced that the lodges are very dedicated to this cause.
- Lin gave Dane a \$60.00 check from the Chiefs conference that she spoke at.
- Kathy Cole will e-mail A & B photos and Vivian will e-mail the State Police Troopers Association the donation form for their **Tuesday's publication**.

3. Donor Lists

- Kathy Cole inquired if the State Police Troopers would be willing to share their donor list, and they indicated they would. Jim and Chris inquired if receipts for contributions for this memorial state that the donation is for a charitable contribution. The MLEOM letter **does** indicate that contributions are tax deductible, per Section 170 of the Internal Revenue Code.
- Vida followed with a discussion regarding possible/potential donors, foundations, and grants. She explained the difference between programmatic donors such as Mott Foundation versus "bricks and mortar" donors, and the impact of moral, ethical, and psychological presentation characteristics and aspects.
- Vida presented an eight-page sample proposal, to give the Commission an idea of what information they should include for their presentation to corporate donors.
- Lin also prepared a list of items that she thought should be used from the Design Competition information packet. Lin and Vida will work together on creating a proposal.
- Jim Curran and Chris Luty from the Troopers Association suggested that the proposal be ready soon, since many corporations finalize their budgets in September and October. The Commission must have their donor information, and be ready to go. Members were reminded that the next meeting is August 9<sup>th</sup> and that all Commission members (except Lin, who already provided a list) **bring their donor lists with them**.
- Vida also distributed three different "Officer Down" lists, in the event this information is needed.

- Discussion followed regarding endowment funds, fundraising expenses, marketing, and maintenance expenses. Vida encouraged the Commission to consider other projected expenses that should be included in the proposal. Marketing/advertising expenses are typically considered in these kinds of proposals. This would also help to address questions that the State is covering these kinds of expenses. Jim and Chris stated they would gladly share the breakdown of expenses for their memorial, and that may help this Commission to determine what projected expenses will be.
- As a member of a Rotary Club, Vida indicated that these organizations typically are interested in contributing to local causes. Jim and Chris suggested that local police agencies may be able to solicit donations if they by contacting rotary clubs in their communities.

4. Line of Duty

- Lin distributed a "Draft" dated 7-12-07 for the Commission to review. Lin reviewed the document with the Commission. Changes were made to the first paragraph under Eligibility. Following their review, Jim Niewiek made a motion to approve; Lin Emmert seconded. MOTION CARRIED.
- Richard Darling then recommended that the title of the document be changed to "Guidelines for Eligibility." Kathy Cole made a new motion to approve this change; seconded by Jim Niewiek. MOTION CARRIED.

5. Next Steps

- Jim Niewiek will bring a donor list from Western Michigan to the August meeting.
- Kathy will contact Jim Salo and Diane Philpot to bring their donor lists to the August meeting.
- Finalize the donor proposal at the August meeting. Full Commission attendance is requested.

Motion to adjourn at 2:50 p.m. made by Kathy Cole; seconded by Lin Emmert.  
MOTION CARRIED.

**Next Meeting: Thursday, August 9th @ 1:00 p.m.  
Stevens T. Mason Building – OPS Conference Room**