

To: Neighborhood Watch Directors, Support Group, Coordinators and Mailbox Captains

From: Linda Minor, Neighborhood Watch Executive Director

RE: General Meeting July 24, 2020



Since Sun City Lincoln Hills Orchard Creek Lodge is still closed due to the social distancing requirements, please plan to attend a **VIRTUAL** General Meeting, scheduled for July 24<sup>th</sup>, from 1:00 to 3:00 PM via GoToMeeting. Instructions on how attend the virtual meeting can be accessed at <https://sclhwatch.org/pagedownloads/gotomeetinginstructions.pdf>. To ensure everything is working properly, please log in at least 15 minutes PRIOR to start of meeting at <https://global.gotomeeting.com/join/774227357>.

Attached is the July 24<sup>th</sup> meeting agenda and a draft copy of the January 24, 2020 General meeting minutes.

All members, if you plan to attend, please RSVP to [ExecutiveAssistant@sclhwatch.org](mailto:ExecutiveAssistant@sclhwatch.org) no later than July 17<sup>th</sup>. Be sure to include your Name, Village and Title (coordinator, mailbox captain, support group or director).

If you are a member of the NW Advisory or Support Group and plan to attend, please be prepared to give a brief status report or if unable to attend, please send a status update to [ExecutiveDirector@sclhwatch.org](mailto:ExecutiveDirector@sclhwatch.org) no later than July 17<sup>th</sup>.

Thank you for all you do for Neighborhood Watch – hope to see you all on the 24<sup>th</sup>.

Linda Minor  
NW Executive Director

Attachments 2020 Agenda July 24 GENERAL Meeting.pdf  
2020 Draft Minutes January 24 GENERAL Board Meeting.pdf

# NEIGHBORHOOD WATCH GENERAL MEETING

Friday, July 24, 2020 – 1:00 – 3:00 p.m.

**VIRTUAL ATTENDANCE VIA Go-To-Meeting**

<https://global.gotomeeting.com/join/774227357>

## AGENDA

### NEIGHBORHOOD WATCH MISSION STATEMENT

STRENGTHEN NEIGHBORHOOD TIES, INCREASE PERSONAL SAFETY AND SECURITY AWARENESS, BE THE EYES AND EARS OF THE LINCOLN POLICE AND FIRE DEPARTMENTS, AND ENCOURAGE EMERGENCY PREPAREDNESS.

1. **CALL MEETING TO ORDER – LINDA MINOR**
2. **ROLL CALL OF BOARD MEMBERS AND ADVISORY AND SUPPORT GROUPS IN ATTENDANCE – RENEÉ PLUMMER**
3. **APPROVE MINUTES OF JANUARY 24<sup>TH</sup> GENERAL MEETING – LINDA MINOR** (minutes attached)
4. **TREASURER'S REPORT – DENISE HEXOM**
5. **NOMINATION COMMITTEE – LINDA MINOR**
6. **QUORUM TO BE ESTABLISHED IF PRESENT EITHER VIRTUALLY OR IN PERSON – LINDA MINOR**
7. **NW POLICIES & PROCEDURES HANDBOOK – LINDA MINOR**
8. **SEMI ANNUAL REVIEW OF REPORTS & APPRECIATION DRAWING – LINDA MINOR**
9. **UPDATES FROM ADVISORY AND SUPPORT GROUPS:**
  - Alerts Program Coordinator - Mary Cranston
  - Boris the Burglar Street Signs Coordinator - Ed Zychowski
  - Compass and Sun Senior News Reporters –Teresa Tanin
  - Lost Pet Alerts Program Coordinator – Mary Shelton
  - Training Coordinator – Barbara Branch
  - Welcome Packet Coordinator – Bonnie Smedberg
  - National Night Out Coordinator – Barbara Branch
  - Neighborhood Watch Webmasters – Barbara Branch & Reneé Plummer
10. **DIRECTORS TO PROVIDE A SHORT STATUS REPORT OF THEIR ASSIGNED VILLAGES**
11. **QUESTION & ANSWER PERIOD - LINDA MINOR**
12. **MARK YOUR CALENDAR**
  - **July 9, 2020**, possible New Resident Orientation
  - **August 15, 2020**, Semi Annual Review of Mailbox Captains Resident Contact Information Report due
  - **August 22, 2020**, Coordinators list of eligible Mailbox Captains due to their assigned director for participation in the Volunteer Appreciation Program (See NW P & P Chapter 3, pg 15)
  - **October 6, 2020**, National Night Out (info to follow)
  - **November 7, 2020**, Annual Meeting – venue to be announced

# NEIGHBORHOOD WATCH GENERAL MEETING

Friday, January 24, 2020 – 1:00 – 3:00 p.m.

Orchard Creek Lodge, Fine Arts Room

## Draft Minutes

### NEIGHBORHOOD WATCH MISSION STATEMENT

STRENGTHEN NEIGHBORHOOD TIES, INCREASE PERSONAL SAFETY AND SECURITY AWARENESS, BE THE EYES AND EARS OF THE LINCOLN POLICE AND FIRE DEPARTMENTS, AND ENCOURAGE EMERGENCY PREPAREDNESS.

1. **CALL MEETING TO ORDER – LINDA MINOR**

The meeting was called to order at 1:04 p.m.

2. **ROLL CALL OF BOARD MEMBERS AND ADVISORY AND SUPPORT GROUPS IN ATTENDANCE – RENEÉ PLUMMER**

Present; Directors, Linda Minor, Barbara Branch, Reneé Plummer, Pat Hammer, Teresa Tanin, Susan Ishimaru, Bonnie Smedberg. Advisory and Support Group members Mary Shelton – Lost Pet Alerts and Mary Cranston – Alerts Program Coordinator, Klara Kleman – NW Photographer, Neighbors InDeed – Lynne Newhal. Absent; Directors Denise Hexom and Suzanne Rosevold

3. **APPROVE MINUTES OF NOVEMBER 2ND ANNUAL MEETING**

Barbara Branch moved to approve the minutes Pat Hammer 2<sup>nd</sup> – motion carried

4. **TREASURER'S REPORT – DENISE HEXOM**

In Denise's absence, Barbara Branch shared the following; NW has a checking account balance of \$665.54 and savings balance of \$9.00. Our savings increased by \$8.00 due to a deposit made on our behalf as part of the Members Giveback Supplemental dividend. Susan Ishimaru moved to approved Jeri DiFiore 2<sup>nd</sup> – motion carried.

5. **VOTE OF BYLAW REVISIONS – LINDA MINOR**

Linda shared a brief explanation of the purpose and object of the bylaw amendments/revisions and asked if anyone had any questions, there were two.

1. Quorum requirements of the annual meeting are 20% of the eligible voters and all other meetings require a majority of directors - why weren't all the meetings the same?
2. Why don't we increase the annual meeting quorum to 30%?

After discussion, it was decided we would not modify the proposed bylaws and proceeded to vote. Barbara Branch moved to approve the bylaws revisions as written Georgia Volk 2<sup>nd</sup>.

Vote was taken by a show of hands. Of the 31 members in attendance, 17 were eligible to vote (Directors and Coordinators). Final vote was 15 YES, 1 NO and 1 abstention. Bylaw revisions were approved by *more* than the 2/3 majority required by current bylaws *Motion Carried*.

6. **WELCOME PACKET TUESDAYS – BONNIE SMEDBERG**

Welcome Packet Tuesdays has been very successful with 26 new resident packets distributed in January. Members may also purchase Boris the Burglar stickers and we Love our Neighbors buttons. Also, if previous arrangements have been made – coordinators can pick up New Mailbox Captain's Handbooks.

7. **DIRECTORS TO PROVIDE AS SHORT STATUS REPORT OF THEIR ASSIGNED VILLAGES**

**BARBARA BRANCH – VILLAGE 10A COORDINATOR Needed**

Village 10B – **waiting for update from former director**

Village 11 Coordinator and captains filled

Village 12 Coordinator and captains filled

Village 21 Coordinator and captains filled

Village 40A **Coordinator needed and Captains needed for MS 5**

Village 40B **Coordinator needed Captain needed for MS 1, 7, 8**

Village 41A Coordinator and captains filled

## NEIGHBORHOOD WATCH GENERAL MEETING

**PAT HAMMER** – Villages 19A, 19B, 22A, 22B and 23 are doing well; all have coordinators, although some of them are looking for a few mailbox captains.

**DENISE HEXOM:** New coordinator, Cindy Davidson for 16A, all else is fine (shared via email)

**SUSAN ISHIMARU** – V24A, 25A, 26A, 26B, 26D All Coordinator and Mailbox Captains are filled. V24B/E New Coordinator Mary Cranston as of July 2019. **Need 3 Mailbox Captains for MS#1, 3, and 4 on Quail Covey Court, Phoebe Court, Plover Court and Kingfisher Lane.** V24C **Need Coordinator.** Brand new Mailbox Captain David Rosenthal for MS#7 as of January 2020. All other Mail Stations have Captains. V24D **Need 3 Mailbox Captains for MS #2, 3 and 5 on Blue Heron Loop.** V25B **Need 1 Mailbox Captain for MS#5 on Walden View Lane.** V26C **Need Coordinator.** **Need 3 Mailbox Captains —2 Captains MS# 5 and 6 on Tallac Lane, and 1 Captain MS#12 on Tahoma Lane**

**LINDA MINOR** – NO CHANGES NO VACANCIES

**RENEÉ PLUMMER** – Villages 31A,B,C, 32 A,B, 33, 34 A,B, and 37. All coordinator positions are filled along with nearly all of our mailbox captain positions. Great job everyone! She also wanted to recognize a relatively new coordinator – Craig Zelig (Village 32A) who in the span of approximately 3 months filled FOUR of his FIVE mailbox stations; Patti & Bill Woolsey, John Taylor, Pam Bradshaw, and just this month, Bernice Ramsey. Great job Craig and a big thanks to you and your team.

**BONNIE SMEDBERG** – Villages 2, 4, 5, 6, 7, 8, 9, 10, 13 and 17 are mostly stable. She is always working to involve new folks as Mailbox Captains and Coordinators. Bonnie thank Pat Sladky for the great job she did organizing her former Villages and asked if anyone present today would like more information please talk to her after the meeting.

**TERESA TANIN** – Village 35A Great Shape---All Positions covered: Coordinator and Captains very responsive. Village 35B In Good Shape, however, MS 1 is not very responsive--Coordinator is trying to help him. Village 36 In Good Shape except just yesterday Coordinator indicated she was thinking about stepping down---I'm working to find out what she needs to stay. **Captains are needed for V36 MS 1, 6 & 8.** 38A Village 38B Improved Greatly---New Coordinator and 4 New Captains; **need Captains for MS 8,9 &10** Village 38C OK Shape---**Need a Coordinator and Captains for MS 1 & 2.** Village 38D Great Shape---All Positions covered: Coordinator and Captains very responsive

### 8. **UPDATES FROM ADVISORY AND SUPPORT GROUPS:**

#### **ALERTS PROGRAM COORDINATOR - MARY CRANSTON**

Mary shared the following information regarding Alerts sent for incidents, Scams, and burglaries. July thru December 2019 – 8 alerts, 15 fyi, 8 scams, 29 burglary & scam incidents – 4 successful scams, 5 successful burglaries, 8 successful vehicle burglaries. During the first half of the year, there were also 29 incidents but there were 5 successful scams and 13 successful burglaries and 5 successful vehicle burglaries. Update on past incidents – the carjacker remains in the Roseville jail while his case is slowly working through the legal system – *it will be 2-years March 28th, 2020* and the window washer posted bail and his case is in early stages. *it will be 1-year April 15, 2020.*

#### **BORIS THE BURGLAR STREET SIGNS COORDINATOR - ED ZYCHOWSKI**

Linda Minor shared the following information for Ed –8 signs were replaced in 2019 and will be conducting a review of all signs starting next week and the sign that blew down on Rustic Ranch has been replaced with a metal pole. He also plans to find out what happened to the sign by Cinnabar. (It is missing) .

#### **COMPASS AND SUN SENIOR NEWS REPORTERS - KATHY GIRE, MARY SHELTON, TERESA TANIN**

Neighborhood Watch is fortunate to have such fine writers on our team. Teresa Tanin provided an overview of our writers and the subject matter each cover. **Kathy Gire** writes for the **Sun Senior News** every month on the happenings of Neighborhood Watch. Anyone wanting to know updates in Villages, new volunteers, and recent Alerts should read her monthly article.

**Mary Shelton**, also our Lost Pet Alerts Team Coordinator, writes a monthly article that is published in the *Compass* under **Club News** where she shares the latest Neighborhood Watch news and events to residents.

## NEIGHBORHOOD WATCH GENERAL MEETING

**Teresa Tanin** also writes a monthly article that is published in the **Community Forum** section of the *Compass*, that emphasizes safety in our community and upcoming events. Teresa's articles often include photos by **Klara Kleman** our NW Photographer— check out the articles, your picture just might be there!

### **LOST PET ALERTS PROGRAM COORDINATOR – MARY SHELTON**

Mary shared lost pet alert statistics for 2019 – 21 dogs, 16 cats, 1 tortoise reunited; 2 dogs and 5 cats were lost. After each lost report, Mary continues to check with the owners in hopes that the animal has been found or has come home. So far, in 2020 she has had one call on a found rabbit (pretty sure there wasn't a rabbit, but I went over to scan and looked through her house for an hour and waited for Animal Control) and 1 call from Animal Control on a critically injured dog found on golf course (he died).

Mary and Teresa Tanin are happy to go to residents' home to scan for microchips and thanked all the village coordinators and mailbox captains for their assistance – their assistance is vital to the success of the Lost Pet Program and they couldn't do it without them.

### **NATIONAL NIGHT OUT COORDINATOR – BARBARA BRANCH**

Barbara and NNO kick off Chair Susan Rosevold have been busy organizing the events

### **TRAINING WORKSHOP UPDATE – BARBARA BRANCH**

Overwhelming response to our January 20<sup>th</sup> MB Captain training. Received a RSVP's for less than 20 and 45 attended; very successful except for the break-out groups which had too many people. The process will be re-evaluated to accommodate for more people.

### **NEIGHBORHOOD WATCH WEBMASTER – Barbara Branch**

Larry and Nancy Whitaker have sponsored and administered the NW Website for years and have decided it was time to “hand over the reins” to Neighborhood Watch leadership. Barbara Branch and Reneé Plummer will be sharing the duties of Webmaster and look forward to working with Larry to complete the transition. Neighborhood Watch is extremely grateful for the Whitakers years of service to NW and appreciate his assurance he will be staying on as advisor.

## 9. **DEADLINE REMINDERS FOR REVIEW OF THE FOLLOWING REPORTS - LINDA MINOR**

- **Mailbox Captains Resident Contact Information FORM** due to Coordinators by February 15<sup>th</sup>
- **Coordinators List of Mailbox CAPTAINS REPORTS** are due to assigned Directors and Secretary by February 15<sup>th</sup> *When sending reports, please highlight changes or if none, please indicate NO changes*
- **Director's List of Village COORDINATORS REPORT** due to Executive Director and Secretary by February 15<sup>th</sup> *When sending reports, please highlight changes or if none, please indicate NO changes*
- Appreciation gift certificate drawing *entries* for on time reporting are due to Director by February 22<sup>nd</sup>
- Appreciation gift certificate drawing will be held at the March 2<sup>nd</sup> meeting

## 10. **MARK YOUR CALENDAR**

- Spring Safety Symposium on Wednesday, March 18<sup>th</sup> at OC Ballroom from 1- 3:00 PM
- National Night Out Kickoff Potluck, Saturday, May 23<sup>rd</sup>, from 6:00 - 8:00 PM, KS Multipurpose Room
- Celebration of National Night Out throughout SCLH, Tuesday, August 4<sup>th</sup>
- Volunteer Appreciation Celebration, Friday, September 25<sup>th</sup> from 6:30 - 8:00 PM, KS Multipurpose Room

Barbara Branch moved to adjourn, Pat Hammer 2<sup>nd</sup> motion carried – Meeting adjourned at 2:30 p.m.

Submitted by Reneé Plummer, NW Executive Assistant



# Neighborhood Watch Virtual Meetings



# GoToMeeting for Neighborhood Watch



- Neighborhood Watch uses the GoToMeeting application to hold virtual meetings.
- It is very similar to Zoom but requires a separate download of the application.

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Fri, Jul 24, 2020 1:00 PM - 3:00 PM (PDT)

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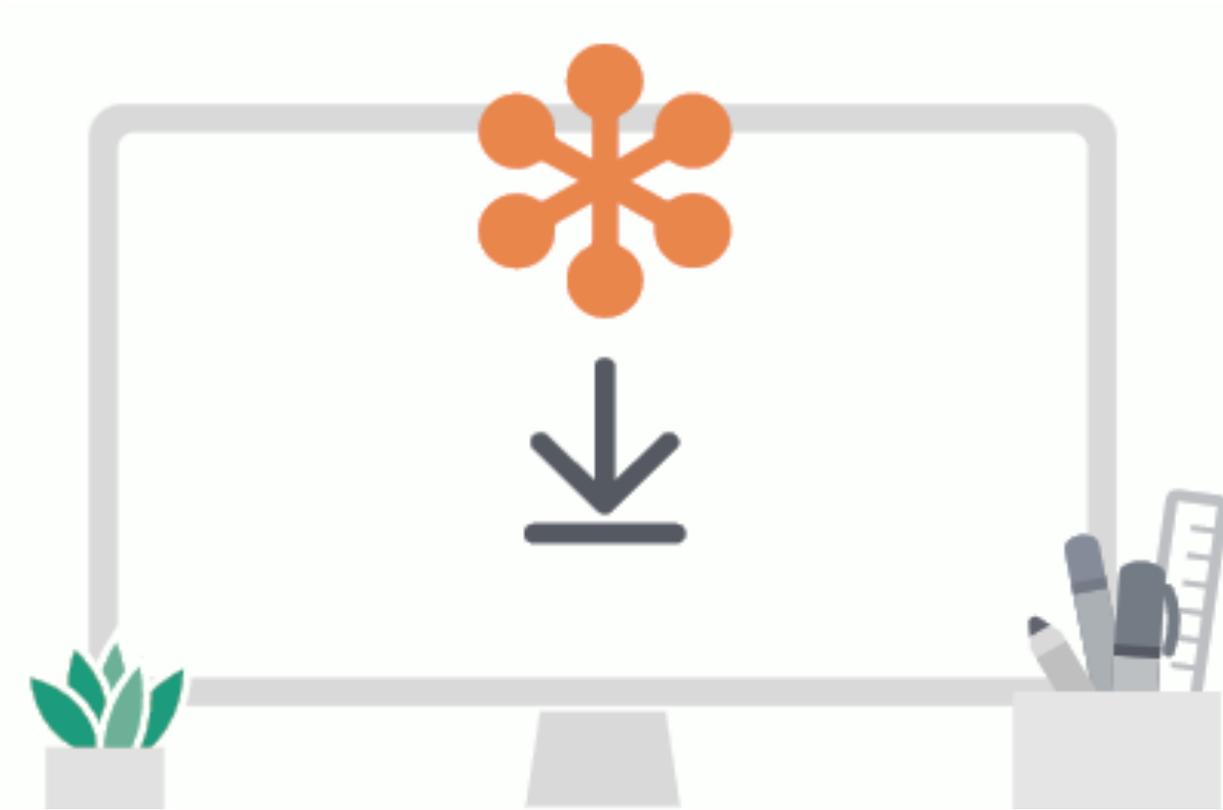
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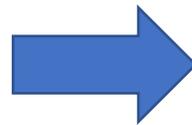


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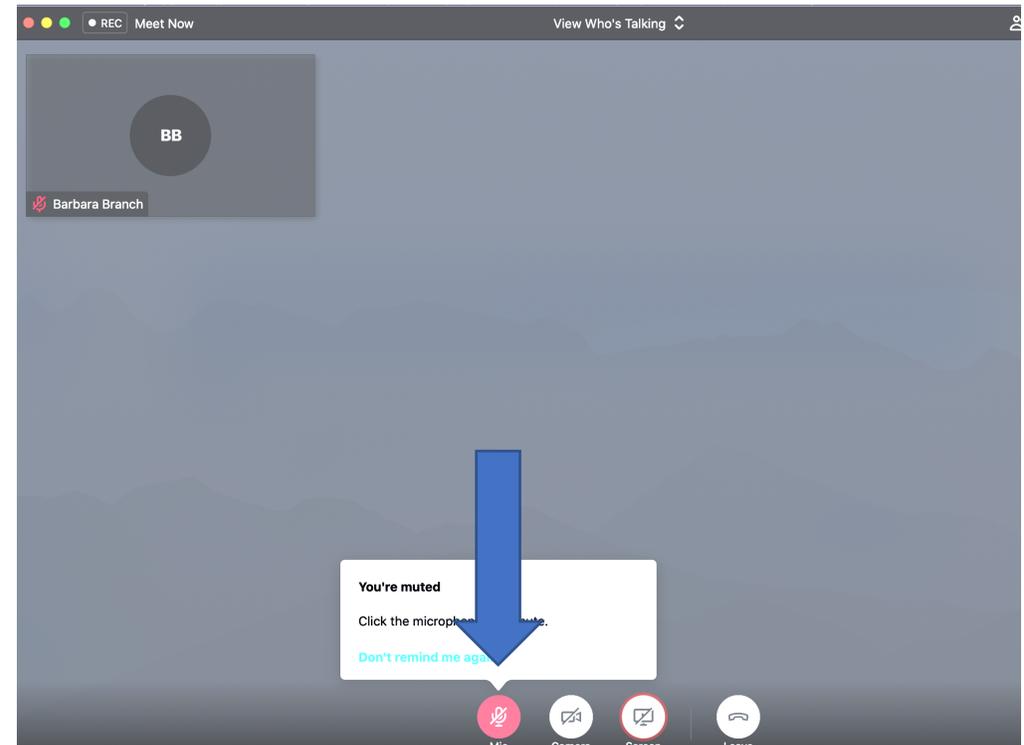
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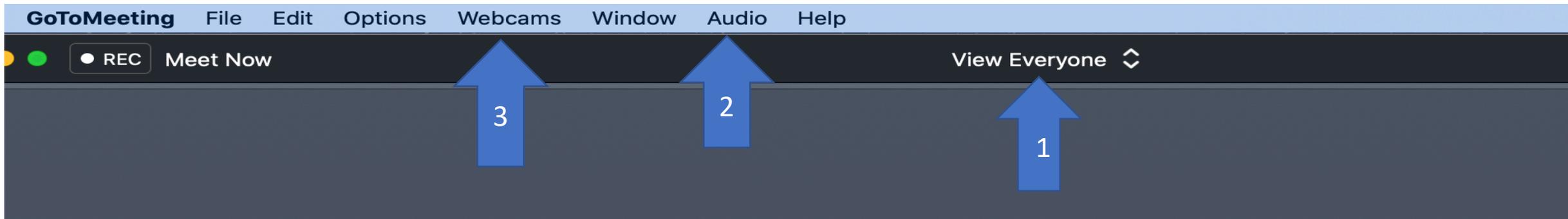
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