



CAYCE PUBLIC SAFETY FOUNDATION

ESTABLISHED 2010 | PO BOX 5422 CAYCE, SC 29171

Cayce Public Safety Foundation
Board of Directors
Meeting Minutes February 28, 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, PD Chief C. Cowan, Jim Crosland, Barbra Corbett, Miles Fisher, FD Chief S. Bullard, Asst FD Chief Gates, Karen Sanders, Dori Benitez, Trinessa Dubas.

Approval of Minutes:

The January 2023 meeting minutes were modified regarding a per diem policy. A motion had been made, was seconded and unanimously approved to follow the city's per-diem policy with the foundation president having discretion to pay the per diem in advance. This measure had been mistakenly omitted from the minutes. Rebecca Lorick made a motion to approve the January 2023 minutes, with the modification(s) stated, and Barbra Corbett second the motion. The minutes were unanimously approved.

Welcome new board member:

- Pamme Eades introduced new board member Trinessa Dubas who is a business owner in the City of Cayce.

Treasurer Report:

- Kay Hutchinson briefly reviewed the foundation's current financial position (see reports).
- Pamme recommended for balances in the restricted funds be moved to cover the cost for the Lexington Health Grant AED (\$90.87 from the tent and sledgehammer fund and \$692.44 from the speed trailer).
- Kay Hutchinson is still compiling information for the pre-in house audit in preparation for the SC Secretary of State reporting

Pending Items:

- **Info for celebration tables**

No update(s)

- **Request form template**

No update(s)

- **Information from SC Secretary of State regarding how an endowment affects reporting:**
- **Per diem policy**

See above at approval of minutes policy

- **Officer crisis fund policy**

Open accounts specifically for crisis and emergency fund.

New Business:

- **Seed money:**

Pamme requested for 10% of non-dedicated fundraisers be moved into emergency fund to create \$5,000.00 seed money fund for fundraising. Karen Sanders made a motion to create this fund and Russ seconded. The motion was unanimously approved.

- **Fundraising Planning:**

- Soiree March 25 2-8 PM. Sell T-shirts, plushies etc. Set up by 1 PM. Volunteers needed.
- Steel Paws April 22 11-5. Chief Cowan gave a briefing on the upcoming event.
- Midland Gives May 2. Promo videos starring personnel from the fire and police departments.
- Golf tournament. Miles Fisher has a scheduled zoom meeting with a potential promoter.

Police Department Updates:

- Chief Cowan announced a \$15,000.00 donation was made to the foundation by the SCLEOA.
- Heroes Hike in Greenville, SC. Chief Cowan reported one of the miles in the event is in honor of Drew Barr. Currently Cayce PD has 12 participants in the 6-mile loop and 6 in the 12-mile loop. Separate donations of \$1,000.00 and \$1,500.00 have been made specifically for Cayce PD participants. Chief Cowan requested funding for one night lodging for the 12-mile participants (3 rooms). Furthermore, Chief Cowan requested funds for 12 Drew Barr T-shirts for the participants. Russ Shumard made the motion to approve this funding and Dori Benitez second. The measure was unanimously approved.
- Chief Cowan requested funding for K-9 certification for 4 officers. This training is from March 5-10 in Mt. Pleasant. He requested \$4,493.44 to send the officers to the training. This cost is for lodging, food, and for the certification training. Russ Shumard made the motion and Miles second. The measure was unanimously approved.
- Chief Cowan requested funding for vehicle insert for therapy K-9 Hudson. The total cost for the equipment is \$2,661.40. Being that Hudson is assigned to and serves in the SRO unit with Officer Fournier Lexington County School District #2 would be responsible for 75% of this cost. Chief Cowan recommended the foundation pay the total amount up front and then invoice the school district for 75% of the cost. Karen Sanders made the motion to approve this funding and Dori Benitez second. The measure was unanimously approved.

Fire Department Updates:

- No updates/requests

With nothing further to discuss the meeting was adjourned at 1853 hours.

-Operating Account Activity February 2023

Beginning Balance \$25,758.38

Debits

\$200.00 – Cash for 5 O Fade Friday
 \$1,065.00 – Holiday Banquet Down Pymt.
 \$200.00 – Balance pd for K9 Plushies
 \$
 \$

Credits

\$50.00 - Donation
 \$772.00 – Shell Recycling
 \$8.86 - Amazon
 \$1,000.00 – Heroes Hike Donation
 \$2.01 - Interest

\$1,465.00

\$1,832.87

Balance as of 2/28/2023: \$26,126.25

Not Cleared: \$

Available Balance 2/28/2023: \$26,126.25

Note: As of 3/28/23, we have had an additional \$3,211.23 of deposits (\$1,700 – Heroes Hike, \$75 T-shirts for Heroes Hike, \$795.36 sales at Soiree, \$179.87 Donations at Soiree and \$21 redeposited 5 o Fade Cash), \$400 change redeposited.

We had \$2,073.34 in Expenses (\$100 cash for 5-O-Fade Friday, \$1,225.37 Heroes Hike Registration, \$330 K9 Plush pymnt, \$17.97 Amazon, \$400 Change for Soiree).

Balance as of 3/28/2023 = \$27,264.14 -

Restricted Fund Balances as of February 31, 2023

T-Shirts (Benevolence Fund)

Revenue: \$9,037.56 Expensed: \$5,200.84 Balance: **\$3,836.72**

Back to School Bash '23

Revenue: \$200.00 Expensed: \$0.00 Balance: **\$200.00**

Dominion Grant

Revenue: \$10,000.00 Expensed: \$6,349.86 Balance: **\$3,650.14**

Lexington Health Grant - AED

Revenue: \$1,800.00 Expensed: \$799.61 Balance: \$1,000.39
From Trailer \$692.44 \$692.44
From Tent \$90.87 \$90.87
 Total: \$2,583.31 Expensed: \$799.61 Balance: **\$1,783.70**

Shop w/a Cop/Community Outreach

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

Heroes Hike

Revenue: \$1000.00 Expenses: \$1000 Balance **\$1,000.00**

Cash Reserve

Balance: **\$10,000**

Total in Restricted Funds: Balance: **\$21,951.31**

Operating Account Balance: \$26,126.25

Restricted Funds: **\$21,951.31**

Unrestricted Balance in Operating Account as of 02/28/2023: **\$4,174.94**

Note: As of 3/28/23, we have had an additional \$3,211.23 of deposits (\$1,700 – Heroes Hike, \$75 T-shirts for Heroes Hike, \$795.36 sales at Soiree, \$179.87 Donations at Soiree and \$21 redeposited 5 o Fade Cash), \$400 change redeposited.

We had \$2,073.34 in Expenses (\$100 cash for 5-O-Fade Friday, \$1,225.37 Heroes Hike Registration, \$330 K9 Plush pymnt, \$17.97 Amazon, \$400 Change for Soiree)

Balance as of 3/28/2023 = \$27,264.14 - \$21,951.31 + 474.63 (net Heroes Hike) = **\$5,787.46**

Special Account Activity February 2023

Beginning Balance **\$21,077.99**

Debits

\$540.00 – Per Diem Training - Ware

\$330.00 – ½ Deposit K9 Plush (Hudson)

\$74.52 – Grooming – K9 Hudson

Credits

\$

\$

\$

\$1.58 - Interest

\$944.52

\$1.58

Balance as of 2/28/2023: **\$20,135.05**

Not Cleared: \$

Available Balance 2/28/2023: **\$20,135.05**

K9 Not Cleared includes:

Notes: As of March 28, 2023: Expenses = \$3,790.78 (\$675 Training, \$768.73 Kennel, \$1,257.50 ½ K9 plush order, \$1,015 Coins, \$74.52 Grooming). Income = \$22,394.34 (\$15,500 for a K9 SCLEO), (\$5,368.34 Steel Paws), (\$1 Luna), (\$25 Coin Return).

Balance: \$38,738.64