

DATE: October 20, 2006

TIME: 11:00 am

SUBJECT: MCA meeting

LOCATION: phone conference

MEMBERS PRESENT: Deb Willis, Jim Oberhofer (disconnected 11:40 am), Steve Ette, Rae Forseth, Lisa Hunter, Karen Duncan, Clint Arneson, Pete Mangum, Cindy Matthews, Michelle Verbance, Wayne Ternes (connected 11:30 am),

Deb Willis called the meeting to order at 11:13 am.

REPORTS:

Meeting Minutes:

Deb Willis asked for approval of the 9/19/06 meeting minutes. Karen Duncan motioned to approve the minutes. Pete Mangum seconded the motion. Discussion. All approved. Motion carried.

Financial update:

Rae Forseth reported on the financial status of MCA. MCA account balance as of today is \$10,754.94. All 2006 conference bills and Western Correctional Association membership dues are paid. Financial records will be sent to Deb Willis, Jim Oberhofer, Steve Ette and Lisa Hunter for internal audit.

US Bank Business Statement September 1 – 30, 2006

Starting balance: \$12,708.41

Total deposits: \$18,510.79

Total expenses: \$20,039.04

Ending balance: \$11,180.16

2007 MCA Conference:

Deb Willis reported that she and Jennifer Welling will be meeting with Rock Creek Lodge in Red Lodge to draw up a contract. Deb Willis suggested the theme title for 2007 conference be "Mind, Body, Spirit". Rae Forseth reported that she received brochure information from a facility in Butte and Helena. Lisa Hunter reported that she has received phone calls and emails regarding the logistical and geographical location of Red Lodge. Rae Forseth reported that she had heard from other agencies as well regarding questions, concerns or comments about the cost and location of Red Lodge. Board members discussed getting proposals from other locations to look at lodging, conference room and catering expenses. Deb Willis will get a proposal from Billings. Rae Forseth will get a proposal from Butte and Helena. Rae Forseth motioned that MCA review proposals from Butte, Helena and Billings for the 2007 MCA conference. Clint Arneson seconded motion. Discussion. All approved. Motion carried.

MCA Merchandise:

Lisa Hunter emailed a draft MCA Merchandise order form to Deb Willis for review. Deb Willis stated she liked the look of the form. Lisa Hunter is going to contact Michelle Jones with MCE in Billings to get the correct price list of items. The final draft form will be emailed out to Board for final review.

NEW BUSINESS:

Correctional Peach Officer Foundation

Rae Forseth reported CPO is going to set up an account with State of Montana for payroll deductions for membership dues.

Western Correctional Assn

The MSP second shift officers, that assisted a family who were involved in a vehicle wreck, were nominated for and will receive the WeCA Medal of Valor award. An award presentation in their honor will be held at MSP in November.

Juvenile Probation

Michele Verbance stated there was low attendance from the Juvenile Probation this year and the past year at the conference. Rae Forseth stated MCA brochures were mailed to all Juvenile Probation offices. Clint Arneson will contact the Chief Juvenile Probation Officer of each district to see if Juvenile Probation is still interested in being part of MCA.

Caliber Press

Rae Forseth reported that Caliber Press would like to train in Montana and asked is MCA would like to get involved. Lisa Hunter suggested that MCA sponsor the training in the spring. Rae Forseth will get more information from Caliber Press and present at next meeting.

Thank You

Cindy Matthews thanked the MCA Board for the beautiful redwood clock for her 35 years of service. She was very surprised and appreciative.

NEXT MEETINGS:

November 8, 2006	10:00 am	phone conference
December 13, 2006	10:00 am	phone conference
January 10, 2007	10:00 am	phone conference

MEETING ADJOURNED:

Rae Forseth motioned to adjourn the meeting. Lisa Hunter seconded. All approved Motion carried. Meeting adjourned at 11:50 am.