

**DATE:** July 15, 2008

**TIME:** 1:15 pm

**SUBJECT:** MCA meeting

**LOCATION:** GoToMeeting

**MEMBERS PRESENT:** Deb Willis, Fern Osler, Pete Mangum, Mike Aldrich, Chris Evans, Chris Conell, Lisa Hunter

Deb Willis called the meeting to order at 1:15 pm.

**REPORTS:**

**Meeting Minutes:**

Pete Mangum motioned for approval of the 6/17/08 meeting minutes. Chris Conell seconded the motion. Discussion. All approved. Motion carried.

**Financial update:**

Rae Forseth reported the current balance is \$6,861.64.

US Bank Business Statement June 1 – 30, 2008

Starting balance: \$6,672.65

Total deposits: \$ 434.00

Card withdrawals: \$ 12.55

Checks paid: \$

Ending balance: \$7,094.10

**Financial audit:**

Rae Forseth reported the internal audit is scheduled at Rae's office on August 19, 2008 at 5:30 pm.

**OLD BUSINESS:**

**2008 Conference brochure:**

Lisa Hunter reported the brochure is posted on the MCA web site, DOC internet and DOC intranet. It has been emailed to DOC staff and the MCA Board and members. There was also an article put in the DOC Signpost.

**Local Committee:**

BBQ is scheduled Tuesday at 6:30 pm.

The golf tournament is scheduled Thursday at 1:30 pm.

Tours are scheduled Tuesday and Wednesday evenings.

Merchandise is being ordered from MCE/MWP.

Raffle items are being collected. Pete Mangum is the contact person for raffle items. Each board member is being asked to collect three raffle items.

Rae Forseth motioned the merchandise budget to be \$500.00, not to exceed \$1,000.00. Mike Aldrich seconded the motion. Discussion. All approved. Motion carried.

Chris Conell motioned the local committee expense budget for the conference not to exceed \$600.00. Rae Forseth seconded the motion. Discussion. All approved. Motion carried.

**Nomination:**

Lisa Hunter reported there are board positions that are open. Chris Conell motioned to extend the call for nominations until August 19. Rae Forseth seconded the motion. All approved. Motion carried.

Lisa will email the extended call for nominations.

**Vendor:**

Armando Oropeza mailed 30 vendor contracts out and has received no response. Rae Forseth has a list and will mail and email the vendor information out. Rae Forseth suggested to contact local vendors in Montana.

**2009 conference:**

Lisa Hunter and Steve Ette reported on the three Butte locations.

Chris Conell motioned to have the 2009 conference at the Copper King Inn. Mike Aldrich seconded the motion. All approved. Motion carried.

**NEW BUISNESS:**

**Restitution payment:**

Deb Willis mailed a letter to Ron Alsbury and has received no response. Steve Ette mailed a letter to Kovnesky's PO and Ron Alsbury and has received no response. Steve Ette will schedule a meeting to discuss the restitution payment with Kovnesky's PO and POII.

**Western Correctional Assn conference:**

Rae Forseth stated the WeCA conference scheduled in Arizona has been canceled due to lack of support. WeCA is looking at options to co-sponsor with another state. WeCA needs nominations for the board and awards. Please contact Rae if you need more information.

**NEXT MEETING:**

July 16, 2008  
11:00 am  
Crowne Plaza – Billings

August 19, 2008  
10:00 am  
GoToMeeting (Lisa will set this up in advance).

**MEETING ADJOURNED:**

Chris Conell motioned to adjourn the meeting. Pete Mangum seconded the motion. All approved. Motion carried.

Meeting adjourned at 2:35 pm.

Minutes submitted by Lisa M. Hunter