



**Drug Free
Community Coalition**

A community alliance working toward a healthy, substance-free environment for youth.

NCDP — Friends of Navajo County Anti-Drug Coalition, Inc. (EIN 26-0468100)
P.O. Box 1596 - Pinetop, AZ 85935 (928) 358-1645 Physical: 1593 Johnson Drive – Lakeside, AZ 85929
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Board Meeting Minutes- May 9, 2017 5:00-5:30pm

Called to Order @ 5:15 pm

Present:

BRMS Dave Butterfield-President/JLA Director

BRMS Beth Schimmel- Treasurer/JLA Director

Dr. Tom Barela Board Member

Vicky Solomon NCDP Program Coordinator

Debra Robertson NCDP Administration

Absent: BRMS Damita Temper- Secretary

1. David: Checking accounts
 - a. Beth Schimmel & David Butterfield added as signers-complete
 - b. Additional ATM cards issued for direct access, they will be kept in the office unless needed for company business.
 - c. Second checking account opened to house all –non DFC funds
 - i. Original checking is linked to direct federal deposits
 - ii. Money Market account maintained, additionally
2. David: JLA
 - a. Any outstanding issues
 - b. Budget shortfall est \$8,000
Tom Barela: If you need my help with asking Summit Hospital to fund \$5,000 for JLA, I will assist. Also I would like to invite the JLA instructors to come on my show, please contact me.
 - c. Places to cut- Flagstaff Rope activity has been replaced with local activity. Please look at area's where we could cut back and help community be aware of our funding shortfall.
3. David: DFC Y5 Executive Transition
 - a. Oct 1, Y 5 begins
 - b. Transitions Vicky Solomon to Executive Director position with 10% base pay increase for additional duties
 - c. Debe Campbell to retire to position of consultant advisor on a project basis and board member
 - d. The above changes need to be in the form of motions and be posted in the minutes and approved by the Board
Tom Barela Made a Motion: Vicky Solomon as of October 1st will be Friends of Navajo County Anti-Drug Coalition's Executive Director Position with 10% base pay increase for additional duties.
Beth Schimmel Seconded the Motion- All Agreed

Tom Barela Made a Motion: Vicky will be as of October 1st, added onto any checking accounts that the Executive Director is involved with, and any written check that is over \$500.00 will require 2 authorized signatures.
David Butterfield seconded the motion- All Agreed
4. Items for the good of the order:....

Meeting Adjourned: 5:40 pm