

## MINUTES OF NEIGHBORHOOD WATCH BOARD MEETING



### FINE ARTS ROOM – ORCHARD CREEK LODGE

FRIDAY, FEBRUARY 8, 2008 – 10:00 A.M.

Board members in attendance were Jean Ebenholtz, Joan Logue, Harold McMillan, Barbara Moss, Paula Payne, Ron Ross, Ken Sheehan, Will Small, and Pauline Watson. Advisory Group members present were Joan Belshin, Patricia Evans, Barry Johnson, John La Hiff, and Larry White. Excused Absence: Joel Thomas

The Board meeting was called to order by Executive Director, Ken Sheehan, at 10:03 a.m. Minutes of the January 11, 2008 Neighborhood Watch Board meeting were approved. MSA (McMillan/Moss). Minutes of the Board meetings will now be prepared and sent in draft form to Board members after each meeting for their review. At the next Board meeting, the minutes will be acted upon and approved. Once approved, the minutes will be sent to all Village Coordinators.

### TREASURER'S REPORT – JEAN EBENHOLTZ

There was an expense of \$469.34 spent for the completion of the new Neighborhood Watch Policies and Procedures Handbook leaving a balance of \$100.60. MSA (Small/Moss).

### RESULTS OF TASK FORCE ON RE-ALLOCATION OF VILLAGES – WILL SMALL

A committee consisting of Jean Ebenholtz, Harold McMillan, Paula Payne, and Joel Thomas reviewed the allocation of villages. The Task Force recommended that the Executive Officers' responsibility in managing villages be reduced to one village each except for Jean Ebenholtz who agreed to keep her Director responsibilities. The Secretary should not be required to manage any Villages. The committee met twice and established three goals:

- There are 17 Villages without any Director interface
- There are 6 Directors that do the sharing. A balance is needed
- The committee agreed to maintain and not interrupt existing contacts and just assign the 17 "orphan" villages to the Directors until such time vacant Director positions are filled.

Will Small made the recommendation that the work accomplished by the Task Force and presented to the Executive Committee a week ago, be accepted by the Board.  
MSA (Moss/Ross)

## PROGRESS REPORT FROM DIRECTORS ON ASSIGNED VILLAGES

- Harold McMillan reported that the access problem to Village 44 (The Villas) has been solved with the help of the Association that maintains The Villas. There are two Village Coordinators and two Mail Box Captains in place; a Mail Box Captain scheduled for each floor. He is in the process of locating a Village Coordinator for Village 1A.
- Paula Payne met with her Village Coordinators a week ago. The maps indicating location of mail box stations have been completed. She has one new Mail Box Captain and Co-Mail Box Captain. The two villages recently acquired needs a Coordinator in one village and the other village has 11 mail box stations that do not have all the Mail Box Captain positions filled.
- Barbara Moss now has 10 villages of which 6 are organized. Village 5 has no Village Coordinator and Village 14 has a person who is helping with the roster. She met several people who were incapacitated and were glad to receive information on Neighbors InDeed. Neighborhood Watch is becoming more and more visible to the residents. She met with her new villages this past week and all have Village Coordinators. She also thanked Elaine Small for her hard work in mapping out all the mail box stations in SCLH. Once that project is completed, it will be easier for all Village Coordinators and Mail Box Captains to maintain their units.
- Ron Ross was given two new villages and will be meeting with all his Village Coordinators tomorrow.
- Will Small stated that each Director now has 10 villages but he has 12. Several of the villages are in excellent shape and others will require some help. Looking for a new Coordinator for Villages 2 and 8. Village 30A is down to 4 Mail Box Captains out of 11. Village 30B and C have Village Coordinators and Mail Box Captains.
- Jean Ebenholtz reported that she now has 8 villages which are in pretty good shape and will be meeting with them in March. Village 20 has a Village Coordinator and only needs 5 more Mail Box Captains for his 16 mail box stations. She spoke with the Mail Box Captains who were very enthusiastic.
- Joan Logue will be in touch with Mike Grossman, Village Coordinator for Village 40 next week. Village 38A has been reassigned to Joel Thomas and Village 38B to Will Small. Joan has agreed to work with Joel Thomas on getting Village 38A reorganized.
- Ken Sheehan was glad to report that he was assigned his own Village 10 with Jean Ebenholtz as his Co-Coordinator with 19 Mail Box Captains and Co-mail Box Captains. A meeting is planned on February 28 with his Mail Box Captains to discuss the new website, Handbook, spring social and plans for National Night Out. He indicated that Neighborhood Watch is developing a new culture, is better organized and communication is better. Neighborhood Watch is planning events to help meet neighbors and as a service group, Neighborhood Watch performs a meaningful and important function within the community.

## PROGRESS REPORT FROM ADVISORS

- Barry Johnson, Liaison with Lincoln Police Department, reported that crime in Lincoln is down in all categories. The Lincoln Police Department has a new system in place for reporting incidents on-line. Barry reported on a recent letter from the IRS on Senior Scams. One of the many scams going on right now is on the proposed rebate checks. Scammers are calling people asking “Did you receive your check?” If not, give me your bank account number, He recommended that we go to the IRS’ website [www.irs.gov](http://www.irs.gov) and click on Phishing for more information on the other scams going on. Also people knocking on your doors and soliciting are required to have a permit.
- Joan Belshin, Alerts Coordinator, stated that Neighborhood Watch is becoming more visible and with that comes many calls from people wanting to add information on the “Alerts.” Any serious problems should be diverted to the Lincoln Police Department.
- Larry White, Emergency Response Team, reported that enough of the Yellow and Red Alert Cards have been ordered for distribution to the whole community. The “Alert Cards” is to be used only in a major emergency. He suggested that a plan be developed whereby ERT could enlist the help of Mail Box Captains to help determine which resident would require special attention during a serious emergency. Residents who may be blind, wheelchair bound, or on some sort of life-support system would require special help.
- Howard Lutz reported on the blinking lights problem with the following solutions:
  - Do not attempt to go into the house
  - Ring doorbell and especially if late at night, call on the phone first.
  - Contact Lincoln Police Department at 645-4040 with the street address. The Lincoln Police Department Dispatcher has means to know information about the resident and can contact them.
  - Contact Village Coordinator or Mail Box Captain
  - Neighborhood Watch should not get further involved

## NOMINATIONS COMMITTEE

Ken Sheehan reported that Maeve Scott, Village Coordinator for Village 16B, has agreed to be on the Nominations Committee. There are still 4 vacant Director positions that need to be filled and the responsibility of the Nominations Committee will be to interview candidates for those positions.

## UPDATE ON FEBRUARY 26 VILLAGE COORDINATORS WORKSHOP

Joan Logue reported that the Village Coordinators will each be given a copy of the new Neighborhood Watch Policies and Procedures Handbook at the upcoming Village Coordinators Workshop on February 26. There will be a slide presentation on the new Handbook and Website by Larry Whitaker. Pauline Watson has been inputting information on the new website in preparation of the slide presentation.

## NATIONAL NIGHT OUT

Joan Logue asked that if anyone interested on serving on the National Night Out Committee to contact her or Pauline Watson. Pauline Watson reported that **National Night Out is celebrating its 25<sup>th</sup> Anniversary on August 5, 2008 this year.** And in response to increasing concerns about the heat in August during the past few years, National Night Out headquarters will be experimenting with a **September 15<sup>th</sup> date, the second Tuesday in September, 2009.** Anyone wishing to order National Night Out products for this year can go to [www.nationalnightout.org](http://www.nationalnightout.org) and click on NNO Super Store 2008. There are no discounts offered to us since our Neighborhood Watch group is not an official member of the national organization.

## NEIGHBORHOOD WATCH POLICIES AND PROCEDURES HANDBOOK

Pauline Watson presented each Director with their individual copy of the new Neighborhood Watch Policies and Procedures Handbook. Each Director and Village Coordinator is required to sign for their Handbook. There will be sufficient handbooks available to present to each Village Coordinator and Village Co-Coordinator at the February 26 Workshop. There will only be one handbook per household.

Paula Payne made a motion to adjourn the meeting and Ron Ross seconded.

Meeting adjourned at 11:50 a.m.

Minutes respectfully submitted by,

Pauline T. Watson,  
Neighborhood Watch Secretary