



## MINUTES OF NEIGHBORHOOD WATCH BOARD MEETING

FINE ARTS ROOM – ORCHARD CREEK LODGE

FRIDAY, SEPTEMBER 12, 2008 – 10:00 A.M.

Board members in attendance were Jean Ebenholtz, Joan Logue, Harold McMillan, Barbara Moss, Paula Payne, Ron Ross, Will Small, Ken Sheehan, Joel Thomas, and Pauline Watson. Advisory Group members in attendance were Joan Belshin, Pat Evans, Barry Johnson, John La Hiff, Howard Lutz and Ruth Werfel.

The Board meeting was called to order by Executive Director, Ken Sheehan, at 10:00 a.m.

Ken Sheehan informed the attendees that today's meeting will proceed in a town-hall fashion and Directors will sit with their Village Coordinators. After we take care of business, we will have open discussions. He asked the Directors to introduce the three new Coordinators: Jean Ebenholtz introduced Vernon Chong new Village Coordinator for Village 20 and Barbara Moss introduced Marie Weckerle and Doug Nelson as Co- Coordinators for Village 14. The lack of activity for National Night Out in her village prompted Marie to call Neighborhood Watch and she and Doug then signed on to be Co- Coordinators.

Minutes of the June 13, 2008 Neighborhood Watch Board meeting were accepted as sent. MSA (Thomas/Small).

Since the June 13 Board meeting, there has been a change in Officers. Jean Ebenholtz stepped down as Treasurer and will continue to serve as a Director and Barbara Moss has moved up from Director to Treasurer of Neighborhood Watch. Jean Ebenholtz made a motion to ratify the appointment of Barbara Moss as Treasurer. MSA (Ebenholtz/Payne)

### TREASURER'S REPORT – BARBARA MOSS

Barbara Moss reported that the balance in the checking account is now \$620.50. A motion was made to approve the Treasurer's Report. MSA (Logue/Ebenholtz)

### INTRODUCTION OF NEW SUN SENIOR NEWS REPORTER – KEN SHEEHAN

Ken introduced Ruth Werfel as the new Sun Senior News Reporter. Ruth is a former English Teacher and is looking forward to working with all of you. Cora Peterson, Coordinator for Village 41C recommended Ruth as a result of our recent email message for help to Coordinators, article in the Sun Senior News and in the COMPASS suggesting candidates to replace Louise Burk who resigned in July. If you have any items of interest please forward them to Ruth Werfel at 543-6054. Ruth's email address is [rwerfel@wavecable.com](mailto:rwerfel@wavecable.com).

## NATIONAL NIGHT OUT – PAULINE WATSON

This year's events were the most in Sun City Lincoln Hills' history. There were 102 events held with 31 "official visits" by the Lincoln Police and Fire Departments and City Dignitaries with 16 street closures. Cora Peterson, Coordinator for Village 41C prepared a map showing the concentration of events in SCLH and was displayed at the Board meeting. The Lincoln Police Department provided us with the following National Night Out products: 25 T-shirts, 20 baseball caps, 9 aprons and 250 red, white and blue balloons for those hosting an event. An email message was sent out to those hosting events about their choice of items. The items were given out on a first-come, first-served basis. People were very pleased and excited about receiving these items.

## REPORT ON VILLAGE MAPS – ELAINE SMALL

Elaine thanked all the Directors and Coordinators for their help on the colored village maps. This project was a major undertaking by Elaine which took many months to bring it to fruition and is quite an accomplishment. The purpose of this project was to identify the residents that picked up mail from a mail box station that may be located in another village. The final result greatly simplified the distribution of information to those residents assigned to those mail box stations. The following villages are still working on their maps: Villages 16A, 20, 24A and 28. The maps will eventually be placed on the website.

## SECURITY PATROL COMMITTEE REPORT – WILL SMALL

Will Small is Neighborhood Watch's representative on the Security Patrol sub Committee. About a year ago, the SCLH Board of Directors asked that a security contract be established because of vandalism on Association property. Questions have been asked on what the Security Patrol does? Is this contract effective? Should it continue? The contract is based on SCLH's common assets and has been effective. What is not effective is communication. Neighborhood Watch has the best form of communication in the area. Will Small's sub-committee will make a recommendation to the full committee that the confusion is where the responsibility lies. Residents should contact the Activities Desk to report any unusual activity during the day and they will contact the Security Patrol. The Lincoln Police Department should be contacted by calling 645-4040 after normal business hours.

Joan Logue added that the Listening Post (second Wednesday of the month) and Town Hall meetings are very beneficial venues of communication on security. Ken Sheehan added that the duties of the Security Patrol is to secure all SCLH buildings, provide security for caterings, weddings, outdoor concerts, patrol the trails, just to name a few. We benefit by having that kind of security.

## NOVEMBER 7 ANNUAL MEETING/POTLUCK– KEN SHEEHAN

Elections and appointment of Board members will be held at the November 7 Annual meeting. Board Members, Coordinators, Co-Coordinators represent the voting members and the quorum shall be 30% of the total number of Village Coordinators, Co-

Coordinators and Board Members in attendance. A majority of those voting members present are required for passage of a motion.

The Annual Potluck for Board Members and Coordinators will be held on November 7 from 6 p.m. until 8 p.m. in the Multipurpose Room. A flyer will be sent soon announcing the potluck. MARK YOUR CALENDAR FOR A GREAT EVENING.

MEETING TURNED INTO TOWN HALL FORMAT:

Ken Sheehan spoke about some of the major accomplishments in 2008. Lists of Board Members and Village Coordinators' email addresses on the Neighborhood Watch server were brought up to date; appointments/resignations of Coordinators are immediately added or deleted from the server; the Neighborhood Watch website was hard to navigate and has been redesigned. A lot of progress and changes made in the Alerts Program by Joan Belshin, Alerts Program Manager, to facilitate the posting of "Alerts" and "Items of Interest." Joan is working with the Neighborhood Watch Webmaster on adding pictures to "Alerts" messages. Faded Boris the Burglar signs have been replaced by new signs.

Ken explained that the organization has 14 Board Members which includes 10 Directors and 4 elected officers and each of the Directors have a certain number of villages reporting to them. The Directors were then asked to report on items that helped improve their villages.

**Barbara Moss:** Once you get the basics done the job becomes easy. Just take it in little increments. It is important to send email information directly to residents for coordinatorless villages. If a Mail Box Captain does not forward information to residents, the Director should meet with that Mail Box Captain and explain the importance of doing so. This action may result in replacement of the Mail Box Captain or adding a Co-Mail Box Captain to help.

**Joan Logue:** Discussed the WARN message on the recent Lincoln fire. All people received the messages except cell phone users. The Village Coordinator should send a message to Mail Box Captains to forward to the residents. Neighborhood Watch will further explore this procedure with the Lincoln Police Department. Most people were concerned about where to go if evacuation was necessary.

**Ron Ross:** Discussed the location of the fire. The ERT team sent 10 people to help out as well as the Amateur Radio Group.

**John LaHiff** from the Amateur Radio Group is planning another drill this year and is working on updating the Sun City Lincoln Hills evacuation plans. Joan Logue stated that we need to make it clear to the Lincoln Police and Fire Departments that we need to know where to go during an evacuation.

**Ken Sheehan** talked about the serious need to locate people to serve on the Neighborhood Watch Board. It is important that everyone help locate interested individuals to serve on the Board.

**Paula Payne**: Villages are in great shape and all villages have coordinators. There were 2 villages that did not have a National Night Out event but will have one in October. One large village had its first National Night Out event. Village 4 used National Night Out as its kickoff for the collection of backpacks for needy area schools and challenged other villages to do the same. Ken Sheehan asked Paula Payne if her Coordinators were getting too much or too little information. Paula replied that one coordinator wanted less paperwork but once the paperwork is completed it all balances out.

**Joel Thomas** started as a Coordinator and now is Director with 7 villages reporting to him. Thanks to the recent New Resident Orientation Session, he found 3 individuals who were willing to become Coordinators. He urged Coordinators to be aware of the quarterly New Resident Orientation sessions as it is a valuable resource to locate new volunteers. Joel suggested that adding "Breed of Pet" on the Resident Emergency Contact Information form would help in locating the animal in case of an emergency. Also if a resident has no email it is important that the Mail Box Captain provide the information to that resident or help that resident establish a "buddy system."

**Jean Ebenholtz**; Village 10 is 4 years old this month and has 19 Mail Box Captains. Some Mail Box Captains were resigning due to illness, etc. but because the village was so organized replacements were easy to come by and with a lot of enthusiasm. Important to confront the Mail Box Captains and get replacements. Also it is very important for coordinators to inform cell phone users about the WARN system. Village 20's new Coordinator, Vernon Chong, held a National Night Out event.

**Hal McMillan**: Responsible for 12 villages. Villages 16A, B and C celebrated National Night Out together as a group at Leavell Park. Village 44 (The Villas) is doing great and Mail Box Captain positions are all filled. Hal is still working on finding a coordinator for one village that never had a coordinator.

**Ron Ross**: Responsible for 8 villages. Commented on Villages 22B and 23B coming together to help celebrate National Night Out. Coordinator for Village 16A resigned. There are some streets in 16A that were never covered so work needs to be done to get the village organized.

**Pauline Watson**: Responsible for 3 villages and they are in great shape: Village 21 is searching for 4 Mail Box Captains; Village 15 has all of its Mail Box Captains and are working on updating their Resident Emergency Contact Information forms; Village 43C has 3 mail box stations with 5 Mail Box Captains helping out.

**Will Small**: Responsible for 12 villages. His biggest challenge right now is to organize and find a coordinator for Village 8. It all takes time. The other villages are in good shape. Will announced that Pam Bulger, Coordinator for Village 30C, reserved the Sports Pavilion for National Night Out and invited Highway 65 Band to play and everybody worked really hard to make it successful. She also commented to Will that the Procedures Handbook is very helpful.

**Barry Johnson**: Our liaison for Neighborhood Watch with Lincoln Police Department. Crimes happening in SCLH are crimes of opportunity. Important to keep garage doors closed and cars parked in driveways locked. Other than that, nothing serious is going on.

Ken Sheehan thanked everyone in identifying issues that needed discussion. Joan Logue made a motion to adjourn the meeting. Barbara Moss seconded the motion.

The meeting adjourned at 12:05 p.m.

Minutes respectfully submitted by Pauline T. Watson  
Neighborhood Watch Secretary

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Our next scheduled meetings are:

General Meeting

Tuesday, October 21 from 1:00 p.m. to 3:00 p.m. in Orchard Creek Rear Ballroom

Annual Meeting and Potluck

Friday, November 7 from 1:00 p.m. to 3:00 p.m. in Kilaga Springs Presentation Hall and Annual Potluck for Board Members and Village Coordinators from 6 p.m. to 8 p.m. in Kilaga Springs, Multipurpose Room