

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 07/24/2007

To: Sacramento

From: Sacramento

Squad 1

Contact: SA Steven D. Dupre, Ext. 2245

Approved By: Parenti Drew S *DP*

Drafted By: Dupre Steven D

Case ID #: 188A-SC-A37406 - ALUMNI AS ⁶(Pending)

Title: CITIZENS' ACADEMY ALUMNI
ASSOCIATION; 7/23/2007 BOARD MEETING

Synopsis: EC to document the 7/23/2007 board meeting of the Sacramento Citizens' Academy Alumni Association.

Enclosure(s): Attached to this EC are the approved minutes from the 6/11/2007 Sacramento Citizens' Academy Alumni Association board meeting.

Details: On July 23, 2007, SA Steve Dupre and SA attended the monthly Sacramento Citizens' Academy Alumni Association board meeting. The meeting was held in the small conference room and the following topics were covered:

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- * Budget and bank account issues
- * Alumni Board development
- * Membership campaign
- * Alumni newsletter
- * Events Planning
- * Timeline of activities

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**FBI Citizens' Academy Alumni Association
Meeting Minutes for
Monday, June 11, 2007
Sacramento FBI Office
6:00 to 8:00 PM**

I. **Welcome & Overview of Agenda** – the meeting was called to order by

[redacted] In attendance were: [redacted]

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Absent: [redacted]

A. Review Agenda – no additions to the agenda

B. Review & Approval of Minutes – motion by [redacted] second by [redacted]
the minutes were approved. Please note – one correction to be
made was to the spelling of [redacted] last name.

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II. **Brief Update of Events & Activities**

A. **Events**

1. Golf Tournament Debrief [redacted] reported that the tournament was a success. She believes that a check for \$15,000 will be sent to the FBIAA Memorial College Education Fund. It would be great to get more alumni involved in the event next year. Additional help could be used soliciting sponsorships and prizes and figuring out a way to get golfers signed up (and paid) earlier. Traditionally the tournament has been held on the second Thursday in May. [redacted] will check to see if a deposit has been made to save a date. The group usually starts meeting in January in preparation for the tournament.

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2. Gang Presentation Debrief [redacted] & Group Discussion] – the group spent some time discussing what went well (good topic and details) with the presentation and what we can do better (clearer directions to location including parking information and better technical set-up for speakers) next time.

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[redacted] will check with [redacted] and [redacted] to see if they are available on either September 6th or September 13th or in late August to speak on their recent overseas travel.

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Once a date has been determined [redacted] will contact the

Sacramento Police Department to see if we can use their Community room.

3. Dyer-Kelly Elementary Adopt-a-School Status/Debrief [redacted] [redacted] briefed the group on the after school project with the kids introducing them to the fundamentals of baseball. The Vice Principal said that this could not have been pulled off without the help of the FBI. The principal anticipates that will be done again next year. [redacted] has a list of suggestions that will help improve the program next year. There were a number of challenges but maybe with a lesson plan, clearer expectations for all participants and a brief training for participants (including parents) this program can be a success.

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4. Status of next class, likely dates and firing range [redacted] [redacted] reported that their office will be under inspection in October so it's possible there may not be a class in the fall or it could start later. Stay tuned for an update on this later.

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B. Activities

1. Status of Articles of Incorporation [redacted] was pleased to report that the Articles of Incorporation were mailed last Friday (June 8th). We should hear something in about one month. She also reserved our name. It is "Sacramento FBI Citizens' Academy Alumni Association".

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Now that our Articles of Incorporation have been filed and we have our name reserved we can go to the bank and open our account. [redacted] will contact [redacted] for banking information since [redacted] had gathered information on this early on in the process. We will be opening an account with River City Bank.

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2. Status of Newsletter & E-mail [redacted] [redacted] will be the lead for the group. [redacted] and [redacted] will provide articles to [redacted]. There was no clear agreement on a deadline – suggested deadline might be late July or early August.

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3. Status of website research [redacted] will be the lead for the group. She will go back to old correspondence to see if we had come to an agreement on a name for our website. Work on the website will start soon as it was decided we could do it ourselves through 1 & 1.com.

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4. Status of Draft Budget [redacted] provided a

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draft budget which included several new annual costs. One is \$200 for dues to the National chapter and then costs to create and maintain our website.

Also discussed was membership dues. The draft budget shows scenarios if the annual dues are \$50 or \$100. We also discussed a lifetime membership and a reduced rate for families. [redacted] (lead) [redacted] and [redacted] will work on a list of benefits that we can provide to prospective members.

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5. Status of Survey Last Class [redacted] reported that 16 surveys were returned and results were shared with the board. The interest was similar to the previous class: participants expressed a desire to stay connected via e-mail. Highest areas of interest: firing range, informational meetings, special topics and Quantico trip. Smaller area of interest: social events.

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III. The 2007-2008 Vision

A. Building "Us" - [redacted] provided a handout on "Vision Discussion" as well as a "Year-at-a-Glance". Please review them and be prepared to discuss this at our next meeting.

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B. Doing Events - same as above

IV. Next Steps & Designated Person (s)

A. Timeline of Activities

B. Commitments & Dates

C. Next Meeting - Monday, July 23rd [redacted] will send out an e-mail regarding the meeting date. [redacted] volunteered to bring the entrée, [redacted] volunteered to bring dessert and we still have a supply of beverages that [redacted] will keep in her office until the next meeting.

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D. Acknowledgements - thank you to [redacted] and [redacted] for providing tonight's dinner, [redacted] and [redacted] for providing desserts and [redacted] and [redacted] for bringing the beverages.

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E. Other - please note: [redacted] has a new e-mail address. It is:

[redacted]

V. Adjourn