

1/19/2024 @ 1300 hrs. [ET] – held via Microsoft Teams Mtg

- **Akiko McClain, President [present]**
- **Amanda DiStefano, Vice President of Administration [present]**
- **Kelly Jones, Vice President of Membership [present]**
- **Christine Garvin, Secretary [present]**
- **Adrienne Hoffman-Lewis, Treasurer [present]**

President [Akiko McClain]

Website

- Need to sign up for 'page analytics' to analyze how many "visitors" to the site and who is visiting the website.
- Spam messages are annoying and need to see if there are any ways to decrease the number of messages.
 - Ako will see if there are any remedies to the multitude of spam messages.

Trainings

- Lunch & Learn
 - Scheduled for Wednesday, January 31st from noon – 1pm
 - Free to everyone, not just MARACA members
 - Using Eventbrite for this training
 - Free for under 25 attendees
 - \$10 if over 25 attendees
 - Eventbrite sends out reminders to the attendees.
- ATF/NIBIN training was going to be held in February however has been moved back to March.
- Need a training for the month of February.
 - Data Lab from Philadelphia may do it, unless another suggestion
- Brainstorm potential training ideas for the remainder of the year
- Danielle with the New York Association would like to do a joint training/conference, possibly in the next year, with MARACA.

VP of Administration [Amanda DiStefano]

Personal Update

- Received a job offer with HSI in Philadelphia but for the time being will remain with HIDTA; HSI job offer should not affect position with MARACA.
 - HIDTA will be opening her position and at that time MARACA will send the job opening out to members via email.

VP of Membership [Kelly Jones]

Membership Report

- Need to verify memberships; check for outstanding [past due] accounts.
 - Several invoices have been sent out however they are not being returned.
 - Need to create a “cut-off” time so that after trying for a certain amount of time to get an invoice paid, if not paid, then de-activate the membership/email(s) associated with that account
 - Invoice does state 30 days however need to verify if the Bylaws indicate anything regarding remittance of payments and length of time allowed.
- Need to verify that IACA members are up to date with their dues.

Treasurer [Adrienne Hoffman-Lewis]

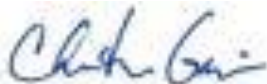
Treasurer’s Report

- Bank account balance: \$932.58
 - \$60 income from the Ghost Gun Training
- Budget [new year].
 - June – need to renew some things such as the PO Box [\$92] and the registered agent fee [\$125]; not sure if prices will change for the upcoming year.
- PayPal
 - Now that MARACA has a website, will possibly set this up.
- Square
 - Has a fee, may look into discontinuing or limit the usage
- 2023 Tax Filing
 - PA is tax free.
 - Federal, since MARACA is a non-profit and less than \$1,000 may not need to file.
 - Discuss with accountant/tax personnel.

Secretary [Christine Garvin]

Next Executive Board Meeting: 4/9/2024 [this may be an in-person meeting, date may change]

Meeting ended @ 1330 hrs.



Secretary

1/19/2024
Date