



## Impact DWI, Inc.

2 Laurel Circle - Santa Fe, NM 87506

505.216.6823 • impactdwi@gmail.com • www.impactdwi.org

### Impact DWI 2018 Annual Board Meeting Minutes

January 13, 2018, 11:00 am-12:10 pm Tomasita's, Santa Fe, New Mexico

#### Minutes

Attending:

Dick Roth, Allan Wheeler, Richard DeMella, Mary Stramel, Juan Valdez, Michael Martinez, Kenny Martinez, Patty Owen, Tom Starke, Margaret Oster, Bill Zunkel, Anita Guillen, Jim Ray, Erica Abeyta.

1. The 2018 Annual Meeting Agenda was approved unanimously and without modification.
2. The 2017 Annual Meeting minutes were approved without modification.
3. The 2016 Financial Report Financial Report was presented:

Year	Income	Expense	End Balance
2005	\$15,104	\$17,139	\$11,450
2006	\$12,979	\$21,822	\$2,607
2007	\$10,760	\$1,474	\$11,893
2008	\$12,709	\$4,716	\$19,886
2009	\$17,472	\$21,224	\$16,134
2010	\$14,343	\$14,286	\$16,191
2011	\$16,122	\$18,931	\$13,332
2012	\$21,932	\$21,388	\$13,875
2013	\$18,578	\$18,953	\$13,550
2014	\$20,315	\$19,378	\$14,487
2015	\$20,356	\$21,210	\$13,946
2016	\$16,546	\$16,463	\$14,129
2017	\$14,036	\$17,892	\$8,393

In 2017 we conducted 11 DWI Victim Impact Panels. Total attendance was down 17% from 421 last year to 351 this year. We collected \$14,036 from the 351 clients who paid. Everyone eventually paid.

Expenses:

We gave \$8,650 in grants, \$600 in professional fees, \$2,197 to maintain an office with websites, supplies, and utilities. Other expenses include \$526 for Pizza, coffee and water for panels, and \$700 for mileage for Mike and Tiffany, \$1000 for SFCC room rental, and \$325 for Liability Insurance.

We funded The Friendship Club \$2000, Youthworks and Recovery Santa Fe each \$1500, Warehouse 21, The SF Recovery Center and Juan's Sober House each for \$1000. \$650 to the Santa Fe Prevention Alliance for incentives for teachers attending substance use prevention training.

#### 4. 2017 Accomplishments

- a. Continued to improve the VIP, including new speakers, passing the microphone around to answer the two questions, shortening the information presentation to give more time to attendees and speakers.
- b. Advocated for improved legislation, closing loopholes that don't sufficiently prevent those on probation from driving without an interlock. These died as the session ended before reaching the Senate Judiciary Committee.
- c. We joined with other community agencies to support the 2017 Santa Fe Recovery Celebration (September 23) at Railyard Park. See the video <https://vimeo.com/238221257>.
- d. Took pizza to ~10 checkpoints.
- e. Tom took over executive director position from Dick Roth who stepped down.
- f. Margaret is coordinating a victim impact panel in Rio Rancho where 10-20 typically attend. She updated all of our webpages and revised the Spanish panel presentation. She also ported our webpages to a new hosting service and contracted with a video storage service to increase our video capability.

5. Adoption of bylaws and Conflict of Interest policy. We will implement bylaws and a conflict of interest policy in 2018 by email review and vote. This will document our operational practices and bring us into formal compliance with many best practices for nonprofit organizations.

#### 6. Election of Officers:

By unanimous vote we change the position of Treasurer to Vice President for Finance

The following officers were nominated and elected

President: Margaret Oster  
Vice Pres. for Finance: Patty Owens  
Secretary: Juan Valdez  
Vice President: Richard DeMella  
Executive Director: Tom Starke

#### 7. Approvals of Expenses: the following expenses were approved.

1. Grants: No Grants in 2018
2. Expenses: \$6000
  - a. \$ 810 for Coordinator at 9 Spanish VIP sessions
  - b. \$1600 for travel to VIP's by speakers and other travel (reimbursed at \$.545/mile)
  - c. \$ 360 for Pizza for Volunteers and offenders at 9 VIP's and for police at DWI Checkpoints
  - d. \$1200 (12 months@150/Mo.) For Office, Phone, Fax, Cell, & Internet
  - e. \$1000 to SFCC for 9 VIP sessions in 2018
  - f. \$ 325 to State Farm for Liability Insurance.
  - g. \$ 300 for the 5 websites that we support.
  - h. \$ 175 for web seminar hosting service (on line VIPs)
  - i. \$ 130 Wells Fargo Quicken fee
3. Supplies: \$1000
  - a. \$750 for miscellaneous supplies
  - b. \$250 copying
4. Webpage \$2500

- a. Complete revision of Spanish panel presentation
- b. Web-based Victim Impact Panel for people in rural communities (English only)
- c. Website Maintenance
5. Total Planned Expenses: \$9,500
6. Estimated Income from 9 Victim impact Panels (assumes 200 paying attendees)
  - a. \$8,000

2017 End of Year bank balance is \$8,393

8. IRS nonprofit status update: We applied to the IRS to have our 501c3 status reinstated. We have been informed verbally that this was successful and are waiting for written notification from the IRS.
9. Development of web-based VIP for people in rural communities. Margaret is developing a web-based, interactive video conference Victim Impact Panel that offenders in rural areas can attend through the internet. This will be 60 or 90 minutes; it will include all the elements of our current panels. Attendees will be expected to answer questions and interact with the panel leader. We are reimbursing Margaret's expenses in developing this, but panel presentation and support will be an all-volunteer effort. We will reach out to rural counties urging them to assign this panel in their DWI sentences. The cost will be the same as our live panels.
10. Matters from the board: the board discussed DWI trends and policy issues.
11. Election of new board members. Bill Zunkel, Erica Abeyta, Jim Ray, and Anita Guillen were elected to the board. Dick Roth, Allan Wheeler, Richard DeMella, Mary Stramel, Juan Valdez, Michael Martinez, Kenny Martinez, Patty Owen, Tom Starke, and Margaret Oster were re-elected to the board.
12. The board adjourned at 12:10 pm.

Respectfully submitted,  
Tom Starke for Juan Valdez (Secretary)