



Shelby County Sheriff's Office
Sheriff Mark H. Luttrell, Jr.

Neighborhood/Business Association Sample Agenda

Call to Order

Prayer

Welcome

Reading of the Minutes

Financial Report-Assn dues (if collected)

Security Issues Report

- **Specific Crimes in the Neighborhood**
- **Crime Prevention-Public Safety Issue Program**

Beautification Committee Report

- **Trash and debris**
- **Vacant properties**
- **High weeds and grass**
- **Inoperable vehicles**

Sunshine Committee Report

- **New member "welcome cards and gifts" to be delivered on behalf of the group**
- **Those members who are ill or have experienced loss**
- **Service work for shut-ins who live in the nearby area (yard work, odd jobs, done by the assn)**

Association Newsletter Report

- **Articles about the association's activities**
- **Spotlight a member of the group**
- **Publicize events that support law enforcement initiatives**

For NON-EMERGENCY Assistance: (901) 379-7625
Shelby County Sheriff's Office-Public Affairs (901) 545-5532
Shelby County Crime Prevention Division (901) 867-1401
Sheriff's Office Website: WWW.shelby-sheriff.org