



Encinitas CERT
Regular Meeting of the Board of Directors

Meeting Minutes
Meeting Date: Tuesday, 10 December 2013, 18:30

Location: Encinitas Community Center; 1140 Oak Crest Park, Encinitas, California

Board Members Present: Doan Hohmeyer, Dave Tostenson, Paul Thatcher, Doug Jones
Others: Dan Drogichen, Gay Spencer, Dismas Abelman, Arnie Lewin

1. **September, 2013 Minutes:** the minutes from the September 2013 Board of Directors meeting were **approved** as written.
2. **Treasurers Report** – Dave Tostenson reviewed the monthly financial statement provided by our treasurer John Keller (John was not present at the meeting). We have a balance of \$10,442.48 as of December 10th.
 - a. **2013 Taxes** – Doan to find out if John Keller will complete the 2013 taxes.
 - b. **Replacement for Treasure** – John Keller will be leaving town soon and a new treasurer will be required. To facilitate the transition to a new treasurer we need to have John document his current responsibilities.
 - c. **DMV Fees for ERV** – an outstanding bill exists for DMV registration fees. A copy of this bill was not available for the meeting. Doug Jones will follow up with Basil (a DMV employee) to resolve what needs to be completed. Doug Jones will also go to the Automobile Club of Southern California to acquire a copy of the DMV bill.
3. **Outreach Events - Gay Spencer**
 - a. **Fall Festival review:**
 - i. Attendance was good, 15 people signup to receive more information about the CERT Academy, 7 people for the Are You Ready program.
 - ii. The existing canopy was beyond repair after this event and was disposed of. The fabric cover was retained.
 - iii. The posters are tattered and need to recreated
 - b. The next public event will be the **Spring Street Fair** in (old) downtown Encinitas, a date was not available. Volunteers will be needed.
 - c. **AYR events:**
 - i. A Home Owners' Association has expressed an interest (no date set yet)
 - ii. A 10th grade high school class has expressed an interest (no date set yet)
 - iii. The goal is to present at least one AYR event per month
 - iv. The next public ARY meeting will be in February, 2014 (some Wednesday at 6 PM, Gay and Arnie to schedule a date)

d. **General Meetings** –

- i. Next one tentatively scheduled for January 22 (Wed). If City Council is the same night then move to January 23 (Thursday).
- ii. Dismas to follow up on a potential training opportunity for the January 22/23 meeting.
- iii. Arnie will schedule room when the date has been set.

4. **Canopy Purchase** - David Tostenson reported that the canopy and table skirts will be completed by the end of the year at an estimated cost of \$1,400.
5. **Sponsors** – David Tostenson will gather a list of sponsor logos/names to be put on the canopy (using some type of temporary adhesive or Velcro™ type material)
6. **Mizel Grant** - \$2,000 – no change in status. Doan to request Charles update the Board of Directors with the current status:
 - a. Where are the current instructions/guideline documents?
 - b. What type of news releases are required
 - c. Doug Jones suggested Charles contain Jim Gwilliams with the City of Encinitas if documentation about the Mizel Grant is required.
7. **State Form 199N** – Doug Jones stated that John Keller had filled out the forms online and that we should follow up with John about the status. BOD would like a confirmation from the State of California that the proper forms were received.
8. **Maps for use during deployments** – The Board of Directors and other attendees discussed the need for maps to use during exercises and real disasters. Dismas has/will set up a meeting with the City of Encinitas GIS department to discuss the production of such a map. Arnie and Dan will explore the capabilities and present the BOD more information at the next meeting.
9. **Ongoing Training** – a discussion of how to keep our membership trained ensued. The conclusion was to encourage existing CERT members to participate in the Spring/Fall Academies when room allows for it, or possibly train earlier or later than the current trainees.
10. **Marty Conrad Resignation** – the BOD formerly accepted Marty Conrad's letter of resignation. Marty resigned on December 1, 2013.
 - a. **BOD directs Charles** to follow up with a thank you letter to Marty Conrad for his service.
11. **Goals for 2014** – the BOD decided to dedicate a special meeting to discuss goals for 2014. The meeting will replace the regular board meeting on February 11th, 2014, at 6:30 PM.
12. **Meeting adjourned** at 19:45

13. **Next Board Meeting:** January 14, 2014; 18:30; Encinitas Community Center; 1140 Oak Crest Park, Encinitas, California

Encinitas CERT is a non-profit 501 c 3 organization dedicated to the education, training, and involvement of the citizens of Encinitas in preparing for and responding to emergencies within our community.