



Encinitas CERT

Regular Meeting of the Board of Directors

Meeting Minutes

Meeting Date: Tuesday, January 12, 2016, 6:30 PM

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

Board Members Present: Doan Hohmeyer, Lisa Bentson, Lori Dilley, Loyd Wright, Dave Tostenson

Others: Dan Drogichen (member)

1. **Meeting called to order** at 6:35PM
2. **December 2015 Minutes**
 - a. The minutes from December 8, 2015 were approved as written.
3. **Treasurer's Report** – Lisa Bentson
 - a. The December 2015 Treasurer's Report is included as attachment "A", ending bank balance on December 31, 2015: \$14,006.32.
 - b. December 2015 Treasurer's Report was approved.
 - c. Loyd Wright will now take over the Treasurer duties.
4. **Upcoming Events**
 - a. Division D Meeting – Doug Jones is holding a meeting January 14.
 - b. General Meeting Wednesday 1/27/2016 with presentation by TIP – Doan Hohmeyer is requesting a group of members make calls to membership to increase attendance at this event. Doan will consider whether we have time to test our new two way radios at this event.
5. **Firehouse Subs Public Safety Foundation Grant** – Lori Dilley
 - a. Decal for ERV – Layout for decal is completed. Board agreed to approve decal at 12" x 12". Lori will determine if one or two decals are within our budget.
 - b. Question arose about our other sponsors – should SDG&E, City of Encinitas, etc. have decals on the ERV?
 - c. Doan Hohmeyer installed the new 12 volt power supply in the ERV. Doan must purchase a few special cables to complete the install. This power supply along with the Honda generator will allow us to keep the lights on inside the vehicle and run the amateur radio. If the inside lights are turned off, the power supply can run the new emergency lamps (flashing beacons). Running both inside and outside lamps will cause the battery to drain.
 - d. Arnie has the batteries at the Del Mar repeater.
 - e. Doan Hohmeyer tested the new GPS Garmin Nuvi for the ERV. The new LED emergency lights are working but need to be charged. The new tool box is good but we still need some additional items like measuring tapes, knives, etc.
 - f. Doan Hohmeyer is suggesting either at a General Membership meeting or Division meetings, we need to open up all the two way radios, charge the batteries and program the channels into memory.
 - g. No date has been set for PR event. Firehouse Subs Public Safety Foundation will contact us when they are ready to hold the event. When they contact us, Lori will confirm who will be handling PR for the event at the restaurant.

6. **“Remind Me” Cell Phone Application** – Dave Tostenson
 - a. After meeting with Chief Spaulding, Dave Tostenson downloaded the Remind Me app on his and his wife Chris’ phone. Dave feels this is not an intuitive system although it might be helpful for division supervisors to notify their teams about events, information, etc. This application may make it easier to send a group message versus text messaging each person separately.
 - b. As another potential messaging tool, Dave is also trying the Next Door application that is similar to a community bulletin board. Dan Drogichen and Sharon Strich may be able to help identify the best messaging application.
7. **Miscellaneous Tasks**
 - a. Newsletter System – Doan Hohmeyer has been evaluating a CRM tool for approximately \$25/month for six licenses to keep track of active e-mail addresses for members. With this tool, all division leaders would have a license to manage their team. Doan will also contact the Salesforce Foundation regarding a no fee account for non-profits.
 - b. Facebook – Brian DeWolf has not had time to create a Facebook page. Lisa Bentson has offered the help of her tech person to set up our Facebook presence.
 - c. AYR Presentation – Dave Tostenson will coordinate with Arnie Lewin to request a date for a presentation open to all Encinitas residents.
 - d. Water Safety Presentation – Chief Ford agreed to allow us to send his presentation to all active CERT members.
 - e. Recognition of 2015 Spring and Fall Academy Graduates - Chief Spaulding will facilitate getting our 2015 Academy graduates in front of the Encinitas City Council.
 - a. Update Poster Boards for Use at Street Fairs – Dan Drogichen received pricing from Office Depot to mount and laminate our existing poster materials on foam board for \$35 each. Board agreed to redo three boards for \$105. There will be no identification of photo locations under the laminate.
8. **Meeting adjourned** at 7:38 PM
9. **Next Board Meeting:** February 9, 2016; 6:30 PM; Encinitas Community Center

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.



**Monthly Financial Statement
December 1 - 31, 2015**

Beginning Balance – December 1st \$ 17,606.36

<u>Deposits</u>	\$ 120.64
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|----|------------------|-----------|
| 1. | David Tostenson | \$ 120.00 |
| 2. | AW Bank Accr Int | \$.64 |
| 3. | | \$ |
| 4. | | \$ |

<u>Withdrawals</u>	\$ 3,720.68
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|----|--------------------------------|------------|
| 1. | 2031 Doan Hohmeyer gen Meeting | \$ 29.06 |
| 2. | 2032 Gay Spencer Booth | \$ 43.09 |
| 3. | 2033 David Tostenson Gen meet | \$ 49.67 |
| 4. | 2034 Lori Dilley grant payout | \$ 3598.86 |
| 5. | | |

Balance –	\$ 14,006.32
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<u>Yearly Fixed Costs for 2015 (Informational Only)</u>	\$ 2,833.76
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|----|---|------------|
| 1. | GL Liability Ins (Philadelphia Insurance) | \$ 863.00 |
| 2. | ERV Insurance (Commerce West) | \$ 501.76 |
| 3. | ERV Registration (DMV) | \$ 390.00 |
| 4. | BOD Insurance (Philadelphia Insurance) | \$1,079.00 |

Lisa Bentson: Date: 1-7-16

CERT 2015							
Date	Check #	Name	Purpose	Category	Expense	Deposit	New Bal.
1/1/2015		Beginning Balance					\$ 6,632.21
1/12/2015	Dep	David Elovitz	Merchandise Sale	Sales		65	\$ 6,697.21
1/29/2015	2014	Doan Hohmeyer	Grant Items - *		1094.16		\$ 5,603.05
1/31/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		\$ 5,601.05
2/11/2015	Dep	Patti OTT , Net Properties	Donation	Donation		1500	\$ 7,101.05
2/28/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		\$ 7,099.05
3/31/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		\$ 7,097.05
4/30/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		7095.05
5/8/2015	2015	Doan Hohmeyer	First Aid - *	Med Supply	906.47		6188.58
5/8/2015	2016	Gay Spencer	Trade Fair	Print	363.5		5825.08
5/8/2015	2017	DMV Renewal	ERV - *	ERV-DMV	390		5435.08
5/8/2015	2018	David Tostenson	Qtrly Meeting	Refresh	99.34		5335.74
5/12/2015	2019	Doan Hohmeyer	Tires ERV - *	ERV-Tires	818.08		4517.66
5/31/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		4515.66
6/2/2015	2021	Doan Hohmeyer	ERV Fergusons Garage- *	ERV-Repairs	531.99		3983.67
6/30/2015	Bank Db	AW Bank	Service Charge	Office	15		3968.67
6/30/2015	Bank Db	AW Bank	Paper Statement Fee	Office	2		3966.67
7/10/2015	Dep	City of Encinitas				5000	8966.67
7/13/2015	2022	Mapfre Insurance	Ins ERV	ERV- INS	501.76		8464.91
7/16/2015	2023	Philidelphia Ins	Liability Ins	INS_Liab	863		7601.91
7/17/2015	Dep	AW Bank	Service reverse			15	7616.91
7/31/2015	Dep	AW Bank	Accr.Earn Payment			0.18	7617.09
8/3/2015	Dep	SDGE				2500	10117.09
8/11/2015	Dep	Doan Hohmeyer	Backpack Purchase			40	10157.09
8/11/2015	2024	Doan Hohmeyer	\$50 ERV, \$29.36 Gen Meet	ERV/Gen Meet	79.36		10077.73
8/11/2015	2025	David Tostenson	Gen Meeting	Gen Meeting	104.74		9972.99
8/12/2015	2026	David Miller	ERV Additional Ins	ERV Ins	115		9857.99
8/13/2015	Dep	Anonymous Donor				5000	14857.99
8/31/2015	Dep	AW Bank	Accr Earn Payment			0.55	14858.54
9/15/2015	2027	Doan Hoymeyer	Go Daddy	Domain	36.34		14822.2
9/15/2015	Dep	Douglas Jones	Merchandise Sales	Sales		60	14882.2
9/15/2015	2028	Gay Spencer	Octoberfest booth	outreach	30		14852.2
9/30/2015	Dep	AW Bank	Accr Earn Payment			0.61	14852.81
10/2/2015	Dep	Cynthia Roush	Merchandise Sales	Sales		195	15047.81
10/13/2015	2029	Doan Hoymeyer	D/O Insurance	D/O Ins.	1079		13968.81
10/13/2015	2030	Gay Spencer	Merchandise purchase		673.92		13294.89
10/23/2015	Dep		Merchandise Sales			543	13837.89
10/31/2015	Dep	AW Bank	AccrEArn Payment			0.61	\$13,838.50
11/17/2015	Dep	Firehouse Grant	Subs Grant			3767.22	\$17,605.72
11/30/2015	Dep	AW Bank	Accr Earn Payment			0.64	\$17,606.36
12/8/2015	2031	Doan Hoymeyer	Gen Meeting	Gen meeting	29.06		\$17,577.30
12/8/2015	2032	Gay Spencer	Booth	outreach	43.09		\$17,534.21
12/8/2015	2033	David Tostenson	Gen Meeting	Gen meeting	49.67		\$17,484.54
12/8/2015	2034	Lori Dilley	Grant Payout	Grant	3598.86		\$13,885.68
12/8/2015	2035	Firehouse Subs Public	Grant Return	grant	168.26		\$13,717.42
12/8/2015		void 2035				168.26	\$13,885.68
12/9/2015	Dep	David Tostenson	Merchandise Sale			120	\$14,005.68
* Mizel 14 - 15							