



Encinitas CERT
Regular Meeting of the Board of Directors
Meeting Minutes
Meeting Date: Tuesday, March 13, 2018, 5:34 PM

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

Board Members Present: Doan Hohmeyer, Dave Tostenson, Loyd Wright, Justine Tanzman, Doug Cochrane

Others: Dan Drogichen, and Brie Cardoso

1. **Meeting called to order** at 5:34 PM
2. **January 2018 Minutes**
 - a. The minutes from February 13, 2018, were approved as written.
3. **Treasurer's Report** – Loyd Wright
 - a. The February 1, 2018 Treasurer's Report is included as attachment "A", ending bank balance on February 1, 2018 of \$8,994.22.
 - b. Deposits consisted of an Insurance refund of \$1,443.00
 - c. Withdrawals for the month were limited to the Re-imbusement to Doan Hohmeyer for Website administrative costs
 - d. Mr. Wright reported that the 2017 State and Federal Income Tax forms were filed as well as the State Charity Registration Form this registration now expires in May, 2019.
 - e. February 2018 Treasurer's Report was approved as submitted.
4. **Filling Missing Positions**
 - a. **Secretary** – No one from our organization has stepped up to the request for help so we will keep it open until we find someone to fill the position.
5. **Future Events**
 - a. **Spring "Are You Ready", Monday, March 26th.**

The Flyer has been finalized and will be printed and distributed to various locations throughout the City by Doug Cochrane.

A discussion was held relating to the organizations official position regarding the discounted price of the Emergency Supplies that we sell to those in attendance. It was agreed that we should use the language "LIMITED NUMBER OF ITEMS FOR SALE AT OUR COST". This to insure that we don't appear to be in competition with local retailers who sell the same things.

We also discussed how we might promote the use of "Ready America's" website for online purchase of a wide variety of Emergency Supplies and Equipment, thereby relieving use of the need to do the event sales activity. We tabled the subject for future consideration.
 - b. **Spring CERT Academy (Scheduled to Start of Tuesday, April 3rd)** – Doan Hohmeyer will organize the caller volunteers to make a personal contact with those that have expressed an interest in taking the Academy Training. He will also send out an additional EBlast to the distribution list.
 - c. **Spring Street Fair, April 28th and 29th.** No news regarding this event. We are planning on two spaces so that the ERV can be displayed.

- d. **General Membership Meeting** – Doug Cochrane is still trying to pin down and acceptable date for the event. He is also working on making it a Picnic get together for the 4 City CERT Membership.
6. **Training and Special Project Status**
 - a. **Standard Operating Procedure – Doan Hohmeyer, Doug Cochrane** - Discussion were held regarding the need to revise the language relating to the definition of “Annual Training”. The subject has been left with Arnie Lewin for final clarification.
 - b. **Potential Assistance for Future Skills Practice Sessions** –No progress made on this subject.
 - c. **CERT Training – Josh Gordon, Saturday, March 31, 2018**, A session on “Cribbing” will be given and participants will receive a 50% training credit towards their annual training requirement. Doan Hohmeyer will send out a notice that includes requirements for participants related to what to wear and what to bring for the course. The other three training dates were also agreed to and they are: June 9th, September 29th and November 17th. Training topics will be chosen at a later date.
7. **Completed Tasks and Projects.**
 - a. The Board voting procedures contained in the By-Laws were modified to clarify how the Board should handle tie votes. It was discussed and adopted by a vote of the Board Members present.
8. **Miscellaneous Tasks or Projects**
 - a. **ERV** Painting and repair– No discussion.
 - b. **Website Security** – No discussion.
 - c. **Division Leader Review** – No Action of this issue.
 - d. **DSW Card Renewal Notification** – Dan’s ongoing task no new developments.
 - e. **Emergency Preparedness Review at Paul Ecke Central** – This request has been denied as not part of the organization Goals and Mission.
 - f. **Tax Exempt Status** – Waiting on the State notification of a renewal of our status.
 - g. **CERT Facebook Update** – No update at this time
9. **Meeting adjourned** at 6:51 PM
10. **Next Board Meeting:** April 11; 2018 5:30 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
February 1 - 28, 2018**

Beginning Balance – February 1st \$ 7,794.70

Deposits	\$ 1443.00
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1.	Philadelphia Insurance Refund	\$	1443.00
2.		\$	
3.		\$	
4.		\$	

Withdrawals	\$ 243.48
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1.	2093 Doan Hohmeyer – Highrise/ERV	\$	138.49
2.	2094 Voided	\$	0.00
3.	2095 Doan Hohmeyer – HTTPS support	\$	104.99
4.		\$	

Balance –	\$ 8,994.22
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Estimated Yearly Fixed Costs for 2018 (Informational Only)	\$ 2,644.80
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1.	GL Liability Ins (Alliance Member Services)	\$	653.00
2.	ERV Insurance (Commerce West)	\$	997.80
3.	ERV Registration (DMV)	\$	389.00
4.	BOD Insurance (Alliance Member Services)	\$	605.00

Lloyd Wright: *Lloyd Wright* Date: 3/7/2018

