



Encinitas CERT

Regular Meeting of the Board of Directors

Meeting Minutes

Meeting Date: Tuesday, April 11, 2018, 5:33 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: Brie Cardoso

1. **Meeting called to order** at 5:32 PM
2. **March 2018 Minutes**
 - a. The minutes from March 13, 2018, were approved as written.
3. **Treasurer's Report** – Loyd Wright
 - a. The March 1, 2018 Treasurer's Report is included as attachment "A", ending bank balance on March 1, 2018 of \$8,418.26.
 - b. Deposits consisted of Equipment Sales receipts of \$207.13
 - c. Withdrawals for the month consisted of Post Office Box Rental for 6 Months for \$90.00 and reimbursements to Tostenson and Tanzman of \$694.06 for AYR expenses
 - d. March 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 Street Fair**, April 28th and 29th . Two spaces have been confirmed so that the ERV will be displayed. Doan will send out Notice for Volunteers.
 - b. **Spring CERT Academy Graduation, April 21, 2018** - Tostenson and Cochrane will attend to meet the Encinitas Graduates, handout the City Street Map, the President's Welcoming Letter and a "Letter of Instruction" that encourages them to attend the next General Meeting, June 9th, where they will be given the opportunity to supplement their Emergency Back Packs with a discount from Ready America. Cochrane will obtain a supply of FOG's (Field Operation Guides) that will also be provided to the new Grads.
 - c. **General Membership Meeting, June 9, 2018** - Doug Cochrane is coordinating with the other 3 CERT Groups and will work out details to make it a Picnic get together for the 4 City CERT memberships.
 - d. **Mizel Grant Application** – Due to a looming deadline of April 12th the Board spent considerable time putting the finishing touches to the Grant Application. Loyd Wright will put it all together and submit it to the City for consideration.
6. **Training and Special Project Status**
 - a. **Standard Operating Procedure** – Doan Hohmeyer, Doug Cochrane - No progress was reported on this project at this time.
 - b. **Potential Assistance for Future Skills Practice Sessions** –The Board decided to drop this idea due to conflicting signals coming from CERT Leadership.

- c. **CERT Training – Josh Gordon, Saturday, March 31, 2018**, A session on “Cribbing” was given with 9 Encinitas CERT Members participating. They will receive a 50% training credit towards their annual training requirement. 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. **Are You Ready, March 26, 2018** – Attendance totaled 61 people and the official feedback was basically positive with minor suggestions for improvement. Door Prizes consisted of 2 One Person Kits, 2 Gas Shutoff Wrenches and 2 Furniture Strap Kits. Equipment Sales after the event totaled \$207.13. Consensus was that it was a very successful event.
- b. **CERT Academy Graduates – Emergency Back Pac Supplementation.** It was decided Encinitas CERT to purchase and pay for the FOGs. For other items, we are going to distribute the Ready America catalog and facilitate a group purchase with a discount. The individuals would pay for their own purchases and own the equipment. Regarding the \$500 in the Grant application, that would be used to purchase items for all CERT members to use: large first aid kits, cribbing material, crow bars, guides, etc. Depending on the items, they would remain property of Encinitas CERT, Inc or given to the members.

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. **Tax Exempt Status** – Waiting on the State notification of a renewal of our status.
- f. **CERT Facebook Update** – No update at this time

9. Meeting adjourned at 6:45 PM

10. Next Board Meeting: May 8; 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
March 1 - 31, 2018**

Beginning Balance – March 1st \$ 8,994.22

Deposits	\$ 208.01
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|----|------------------|----|--------|
| 1. | Square Test | \$ | 0.97 |
| 2. | Square AYR Sales | \$ | 207.13 |
| 3. | | \$ | |
| 4. | | \$ | |

Withdrawals	\$ 784.06
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|----|-------------------------------------|----|--------|
| 1. | 2096 Postal Depot – PO Box Rental | \$ | 90.00 |
| 2. | 2097 Dave Tostenson – AYR Ad | \$ | 200.00 |
| 3. | 2098 Justine Tanzman – AYR Supplies | \$ | 494.06 |
| 4. | | \$ | |

Balance –	\$ 8,418.26
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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: 4/3/2018

