



Encinitas CERT
Regular Meeting of the Board of Directors
Meeting Minutes
Meeting Date: Wednesday, May 9, 2018, 5:35 PM

Location: Encinitas Community Center located at 1140 Oak Crest Park, Encinitas, California

Board Members Present: Doan Hohmeyer, Loyd Wright, Justine Tanzman, Doug Cochrane, Holly Goldstone (Newly appointed during meeting)

Board Members Absent: Dave Tostenson

Others Present: Brie Cardosa, Dan Drogichen, Pegi Lubic

Meeting called to order at 5:35 PM.

1. **April 2018 Minutes were approved as written.**
2. **Treasurer's Report** - Loyd Wright
 - a. The April 2018 Treasurer's Report is included as Attachment "A". The ending balance as of April 30, 2018 is \$7,784.62.
 - b. Deposits were as follows: cash receipts of \$21.00.
 - c. Withdrawals were as follows: Redstone Marketing – Spring AYR Ads for \$475.00 and reimbursement to Doan Hohmeyer for \$179.64 for 3 years of GoDaddy Hosting.
 - d. Loyd Wright will follow up with Dave Tostenson on advertising expenses (Encinitas Advocate and Coast News) for the "Are You Ready" event held on March 26, 2018.
 - e. The April 2018 Treasure's Report was approved as submitted.
3. **Open Board Positions:** Holly Goldstone was nominated and approved as Board Secretary.
4. **Completed Tasks and Projects**
 - a. **Spring CERT Academy Graduation, April 21, 2018** - Total attendance was 20 people with 4 being from Solana Beach. Feedback from those in attendance at tonight's meeting was positive. Doan Hohmeyer is waiting for final roster from Arnie Lewin which will include contact information for those who want to be included on public list. Street names without actual numbers will be listed.
 - b. **Encinitas Spring Street Fair, April 28th and 29th, 2018** - Having ERV may have increased booth attendance. Operation manual is needed in ERV. Sign-up sheet for future CERT training academies was taken to Beer Garden. Higher attendance on Saturday over Sunday may have been result of local bands playing on Saturday.

Encinitas CERT logo needs to be in ERV so it will appear in photos. Brie Cardosa will put info from sign-ups sheets (name, email, and phone) on a spread sheet. More band aids need to be ordered by October, and Dan Drogichen will present proposal to board when he receives a 10% off cost promotional email. Previous cost was 80¢ each for quantity 500, 70¢ for quantity 1000.

5. Future Events

- a. **County Exercise, May 19, 2018** - Doan Hohmeyer will follow up with Arnie Lewin to see if more Encinitas CERT members can be included. No plans to bring ERV.
- b. **CERT Training, June 9, 2018** - No response yet from Josh Gordon.
- c. **Joint picnic with 4 City CERT Members, June 9, 2018** - Permit costs \$50. Brie Cardosa is handling Evites, donating food for lunch from Mr. Peabody's, and sending postal invites with mailing costs covered by Mr. Peabody's to Encinitas CERT members.
- d. **CERT Training, September 29, 2018** – This agenda item was not discussed.
- e. **CERT Training, November 17, 2018** – This agenda item was not discussed.
- f. **Fall CERT Academy** –Advertising future academies and “Are You Ready” program on nextdoor.com was discussed.
- g. **Bro-Am Event, June 30, 2018** - This event includes concert and surf contest, is held on Moonlight Beach, and attracts older high school students, college students, and other young adults. Doan Hohmeyer will follow-up on possibility of paying for booth.
- h. **Lima Bean Festival** - No booth planned.
- i. **Pet adoption event, July 8, 2018** - Brie Cardosa will research whether event is relevant and if we will have enough members to staff a booth.

6. Training and Special Projects Status

- a. **Reimbursement from City of Encinitas/Mizel for 2017-2018 Expenses** - Doan Hohmeyer will handle follow-up.
- b. **City of Encinitas/Mizel 2018-2019 Grant Application** - City Council's decision will be made public around June 13, 2018.
- c. **SDG&E Grant** - Doan Hohmeyer will handle follow-up on grant and Doug Cochrane will do the same for the brochure.
- d. **Standard Operating Procedures Document** - Doug Cochrane will give comments/changes to Doan Hohmeyer. Walking wounded helping out was discussed.
- e. **Group purchase of backpack items** - Dave Tostenson is working on group purchase from Ready America who requested that only ONE order be placed. Adding supplies to ERV like flagging tape was discussed and purchasing items for members and having them reimburse us will be considered. Sign-ups will not be held at the picnic.

7. Miscellaneous Tasks or Projects

- a. **T-shirt order** - Shirts needed for county event. In addition to current inventory (4)XXL and (2) L, order will be placed for (4)XL, (3)L, and (5)M.
- b. **ERV DMV Renewal and Future funding** - DMV renewal due June 30, 2018 (Smog check required) and will be handled by Doan Hohmeyer. June Board meeting will include vote on whether to continue funding ERV.
- c. **Website Security** – Completed.

- d. **Division Leader Review** – No discussion at this meeting.
 - e. **DSW card renewal notification** – No update at this meeting. Doan Hohmeyer is handling.
 - f. **Tax Exempt Status** – Completed.
 - g. **CERT Facebook Update** – No update at this meeting.
 - h. **Distribution of EFD guides** – The 20 guides we have will be available at no charge at picnic for any past graduate who has not received one.
8. **Meeting Adjourned at 7:15 PM.**
9. **Next Board Meeting: June 12, 2018.**

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
April 1 - 30, 2018**

Beginning Balance – April 1st \$ 8,418.26

Deposits	\$ 21.00
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- | | | | |
|----|----------------|----|-------|
| 1. | AYR Cash Sales | \$ | 21.00 |
| 2. | | \$ | |
| 3. | | \$ | |
| 4. | | \$ | |

Withdrawals	\$ 654.64
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|----|--|----|--------|
| 1. | 2099 Redstone Marketing – Spring AYR Ads | \$ | 475.00 |
| 2. | 2100 Doan Hohmeyer – 3 yrs GoDaddy Hosting | \$ | 179.64 |
| 3. | | \$ | |
| 4. | | \$ | |

Balance –	\$ 7,784.62
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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: 5/3/2018

