



**Encinitas CERT**  
**Regular Meeting of the Board of Directors**  
**Meeting Minutes**  
**Meeting Date: Wednesday, August 15, 2018, 5:30 PM**

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

**Board Members Present:** Doan Hohmeyer, Loyd Wright, David Tostenson, Doug Cochrane

**Board Members Absent:** Justine Tanzman

**Others Present:** members Brie Cardosa, Dan Drogichen and Pegi Lubic

Meeting called to order at 5:34 PM by Doan Hohmeyer

1. **Special Presentation by Lauren Hohmeyer** – The presentation was about the North Coast Y-Service Club. Its principle activity centers on volunteer activities to support the Camp Pendleton Marine Corp Y Organization and their work with the youths in that community.
2. **Board Member Resignation** – The Board has been advised that Holly Goldstone tendered her resignation from the board for personal reasons. Her requested was approved effective immediately.
3. **July 2018 Minutes** – Reviewed and approved as written.
4. **Treasurer's Report** - Loyd Wright
  - a. The July 2018 Treasurer's Report is included as Attachment "A". The ending balance as of July 31, 2018 is \$8605.83.
  - b. Deposits were as follows: None.
  - c. Withdrawals were as follows: Metropolitan Insurance for the ERV of \$849.80
  - d. A motion was put forth by Loyd Wright to eliminate the Treasurer's Report "Activity Report" section at the end of the document. Discussion agreed with this proposal and it was approved.
  - e. The July 2018 Treasure's Report was approved as submitted.
5. **Completed Tasks and Current Projects**
  - a. **State Farm Grant** – Doug Cochrane would like to pursue a grant from State Farm insurance, the Board approved to move forward with this.
  - b. **ERV Emergency Brake Cable Repair** – Doan Hohmeyer performed the repair and will request reimbursement for necessary parts to complete the job.
  - c. **Add Pegi Lubic to ERV insurance.** Pegi has worked driving large vehicles and board agreed to add her to the insurance policy as one of our drivers.

- d. **Mizel Grant Agreement 2018-19** – Agreement signed and submitted to the city.
  - e. **SDG&E Grant** – Grant monies received (\$2,500.00) and will be deposited ASAP.
  - f. **CERT Newsletter** – Doug Cochrane will continue to write the monthly newsletter. Guest articles are always welcome.
  - g. **Membership Survey Results** – Doan presented the initial results from the survey. Discussion ended with the decision to do a formal review and report to be presented at the next Board meeting. Dave Tostenson agreed to take on this task.
  - h. **Membership Status Report** – Doan reported that an initial review of our roster shows that we have 64 active members, 11 of which have expired DSW Cards. Pegi Lubic agreed to contact these members and determine their intentions regarding renewal and continued participation in Encinitas CERT.
6. **Future Event**
- 1. **OES Operations Facility Tour** – The tour has been confirmed for September 14<sup>th</sup>
  - 2. **Are You Ready Presentation** – Plans are in progress for the upcoming presentation scheduled for September 25th. Tostenson and Cardosa to take the lead on media advertising with the goal of reducing the amount we spent over our last event. Motion made and approved to spend up to \$2000.00 for this event. It was also moved and approved to spend up to \$500.00 on Emergency Back Pack for sale at this event. Cardosa will also investigate the possibility of purchasing a Banner advertising this event that would be displayed by mounting it on the ERV. The banner would be paid for out of the \$2,000 allocation.
  - 3. **CERT Training, September 29, 2018** – No new discussion
  - 4. **Oktoberfest, September 30, 2018** – Application has been submitted and entrance fee paid.
  - 5. **CERT Training, November 17, 2018** – No new discussion
  - 6. **Fall Street Fair, November 18, 2018** – Cardosa to follow-up on our entrance application and fee schedule.
7. **Training and Special Projects Status** - Nothing to report
8. **Miscellaneous Tasks or Projects**
- a. **SOP** – Doan to follow-up with Operations Group to determine the status of their review and pending approval.
  - b. **CERTMobile Detail** – Cardosa continues to pursue this project. No status as yet
  - c. **CERTMobile Task Force** – No Action to report
  - d. **General Meeting/Presentation** – Cochrane will plan the next meeting for some time in September or October.
  - e. **Division Leader Review** – No new discussion.
  - f. **CERT Facebook Update** – No new discussion.
9. **Meeting Adjourned at 7:22 pm**
10. **Next Board Meeting: September 11, 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  
July 1 - 31, 2018**

Beginning Balance – July 1st \$ 9,455.63

<b>Deposits</b>	<b>\$ 00.00</b>
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- |    |  |    |       |
|----|--|----|-------|
| 1. |  | \$ | 00.00 |
| 2. |  | \$ |       |
| 3. |  | \$ |       |
| 4. |  | \$ |       |

<b>Withdrawals</b>	<b>\$ 849.80</b>
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- |    |                                   |    |        |
|----|-----------------------------------|----|--------|
| 1. | 2108 Metropolitan Insurance – ERV | \$ | 849.80 |
| 2. |                                   | \$ |        |
| 3. |                                   | \$ |        |
| 4. |                                   | \$ |        |

<b>Balance –</b>	<b>\$ 8,605.83</b>
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<b>Estimated Yearly Fixed Costs for 2018 (Informational Only)</b>	<b>\$ 2,644.80</b>
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|----|------------------|----------------------------|----|--------|
| 1. | GL Liability Ins | (Alliance Member Services) | \$ | 653.00 |
| 2. | ERV Insurance    | (Commerce West)            | \$ | 849.80 |
| 3. | ERV Registration | (DMV)                      | \$ | 389.00 |
| 4. | BOD Insurance    | (Alliance Member Services) | \$ | 605.00 |

Lloyd Wright: *Royd Wright* Date: 8/13/2018

