



Encinitas CERT
Regular Meeting of the Board of Directors
Meeting Minutes
Meeting Date: Tuesday, September 11, 2018

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:

Others Present: Brie Cardosa, Dan Drogichen, Pegi Lubic and Audrey Oberman

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

1. **Board Member Resignation** – The Board has been advised that Justine Tanzman tendered her resignation from the board for personal reasons. Her request was approved effective immediately.
2. **August 2018 Minutes** – David Tostenson
 - a. August 15 2018 were reviewed and approved as written.
3. **Treasurer’s Report** - Loyd Wright
 - a. The August 2018 Treasurer’s Report is included as Attachment “A”. The ending balance as of August 31, 2018 is \$10,433.57
 - b. Deposits were as follows: Amazon Smile – \$7.74 and SDG&E – \$2,500.00
 - c. Withdrawals were as follows: - \$650.00 for BRO AM event expenses and \$30.00 for Oktoberfest registration.
 - d. The August 2018 Treasure’s Report was approved as submitted.
4. **Completed Tasks and Projects**
 - a. **Membership Survey Results** – Dave Tostenson was unable to make any progress on this report.
 - b. **Membership Status Report** – Doan reported that an initial review of our roster shows that we have 68 active members, 4 of which have DSW Cards that expired in 2017, 8 have expired so far this year and 6 will expired by the end of the year. Pegi Lubic was able to contact 11 of those with expired cards and got 6 to commit to renewal. The remainder she left messages with no further response. It was agreed that this is a worthwhile activity and Pegi will continue in her efforts to notify members of their approaching expiration date.
5. **Future Event**
 - a. **OES Operations Facility Tour – Friday, September 14th** - 18 members have responded to the inquiry and plan to participate in the tour.

- b. **Are You Ready Presentation –Tuesday, September 25th** - As of this date we have 27 RSVPs and the advertisement in the two local papers won't go out until Friday, September 14th, which should generate additional signups. Flyers will be printed this week and pickup by Dave Tostenson. Distribution will be by various members of the Board.
 - c. **CERT Training, September 29, 2018** – No new discussion
 - d. **Oktoberfest, September 30, 2018** – Doan to send out request for volunteers.
 - e. **CERT Training, November 17, 2018** – No new discussion
 - f. **Fall Street Fair, November 18, 2018** – Entrance application has been entered and accepted. Call for volunteers will go out end of this month.
6. **Training and Special Projects Status**
- a. **State Farm Grant** – Doug Cochrane has done an initial investigation and it was agreed that we should proceed with the application. Doug agreed to spearhead this effort with help from the other Board Members.
 - b. **Recruitment of New Board Members** – Discussion of this subject resulted in Pegi Lubic agreeing to compose a plea to the membership for them to step up to the need for new Board Members and Doan would coordinate the finalization of the composition and distribute to the membership.
7. **Miscellaneous Tasks or Projects**
- a. **SOP** – Doan to follow-up with Operations Group to determine the status of their review and pending approval resulted in no news from that group.
 - b. **CERTMobile Detail** – Cardosa was successful in getting a person to perform the detailing work for free. It will be done by the end of the month.
 - c. **CERTMobile Task Force** – We received a response from the State DMV regarding our request for a refund on the Weight Feeds that we have paid in the past because we felt they were incorrectly applied to the ERV. Our request was denied. No further action to report.
 - d. **General Meeting/Presentation** – Cochrane was successful in identifying some alternate dates in October which have been submitted to Arnie Lewin to handle the room reservations at the Community Center. It was agreed that the meeting topics would include a Communication Exercise and Disaster Scene CERT Setup proactive.
 - e. **Division Leader Review** – No new discussion.
 - f. **CERT Facebook Update** – No new discussion.
 - g. **Del Mar CERT Open House – September 6th** - Dan Drogichen, Audrey Oberman, and Doug Cochrane attended the open house which showed off their new City Hall and the specific area assignments that have been provided for their EOC operations that include provisions for a rather elaborate CERT Communication Operation.
8. **Meeting Adjourned at 6:58 pm**
9. **Next Board Meeting: October 9, 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
August 1 - 31, 2018**

Beginning Balance – August 1st \$ 8,605.83

<i>Deposits</i>	\$ 2507.74
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|----|--------------|----|---------|
| 1. | Amazon Smile | \$ | 7.74 |
| 2. | SDG&E | \$ | 2500.00 |
| 3. | | \$ | |
| 4. | | \$ | |

<i>Withdrawals</i>	\$ 680.00
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|----|--|----|--------|
| 1. | 2109 Mr. Peabody's – Bro-Am Registration | \$ | 250.00 |
| 2. | 2110 Mr. Peabody's – Bro-Am Sunglasses | \$ | 400.00 |
| 3. | 2111 Brie Cardosa – Octoberfest Registration | \$ | 30.00 |
| 4. | | \$ | |

Balance –	\$10,433.57
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<i>Estimated Yearly Fixed Costs for 2018 (Informational Only)</i>	\$ 2,644.80
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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 |

Loyd Wright: *Loyd Wright* Date: 9/5/2018

CERT 2018							
Date	Check #	Name	Purpose	Category	Expense	Deposit	New Bal.
1/1/2018		Beginning Balance					7816.25
1/4/2018	2092	Doug Cochran	Handouts for presentation	Outreach	21.55		7794.70
2/13/2018	2093	Doan Hohmeyer	Miscellaneous		138.49		7656.21
			Highrise	Outreach	96		
			ERV Fuel and Fluid	ERV	42.49		
2/14/2018	DEP	Philadelphia Insurance	Refund	Refund		1443.00	9099.21
2/16/2018	2094	Voided					9099.21
2/16/2018	2095	Doan Hohmeyer	HTTPS Support	Outreach	104.99		8994.22
3/13/2018	2096	Postal Depot	PO Box Rental	Administrative	90		8904.22
3/13/2018	2097	Dave Tostenson	AYR Ad	Outreach	200		8704.22
3/26/2018	2098	Justine Tanzman	AYR Supplies	Sales	494.06		8210.16
3/27/2018	DEP	Square	Test	Sales		0.97	8211.13
3/28/2018	DEP	Square	AYR Sales	Sales		207.13	8418.26
4/4/2018	2099	Redstone Marketing	Spring AYR Ads	Outreach	475		7943.26
4/4/2018	Dep	Deposit	AYR Cash Sales	Sales		21.00	7964.26
4/11/2018	2100	Doan Hohmeyer	3 yrs GoDaddy Hosting	Outreach	179.64		7784.62
5/9/2018	2101	Doug Cochran	Handouts, FOGs, water	Outreach	294.8		7489.82
5/9/2018	2102	Mr. Peabody's	Street Faire	Outreach	240		7249.82
5/9/2018	2103	Mr. Peabody's	Picnic Registration	Outreach	50		7199.82
5/12/2018	2104	Dave Tostenson	AYR Ads	Outreach	1090		6109.82
5/17/2018	Dep	Amazon Smile	Deposit	Contribution		5.00	6114.82
6/6/2018	2105	Doan Hohmeyer	Highrise	Outreach	96		6018.82
6/11/2018	2106	Doan Hohmeyer	Miscellaneous		388.19		5630.63
			Furgerson's Smog Check for the ERV, failed	ERV	48.75		
			FIC Smog Check for the ERV, passed	ERV	59.75		
			Minuteman Press invoice #24935 for 13 T-Shirts	Outreach	279.69		
6/12/2018	2107	California DMV	License Renewal	ERV	425		5205.63
6/28/2018	Dep	City of Encinitas	Deposit	Grant		4250.00	9455.63
7/3/2018	2108	MetLife	ERV Insurance	ERV	849.8		8605.83
8/13/2018	Dep	Amazon Smile	Deposit	Contribution		7.74	8613.57
8/15/2018	2109	Mr Peabody's	Bro-Am Registration	Outreach	250		8363.57
8/15/2018	2110	Mr Peabody's	Sunglasses for Bro-Am	Outreach	400		7963.57
8/15/2018	2111	Brie Cardosa	Oktoberfest Registraion	Outreach	30		7933.57
8/16/2018	Dep	SDG&E	SAFE San Diego Initiative	Grant		2500	10433.57