

**ENCINITAS COMMUNITY EMERGENCY RESPONSE TEAM (C E R T)
BOARD OF DIRECTORS MEETING**

July 21, 2008

OK 8/4/08

Reference: (A*I* = Action Item)

LOCATION: Encinitas Library, Room A

ATTENDANCE: Doug Jones & Nancy Telford

PREVIOUS MEETING MINUTES & ACTION ITEMS

- Reviewed and approved Minutes from 06/18/08 Board Meeting, 06/23/08 Phone Board Meeting & 06/25/08 General Meeting.

TREASURER'S REPORT

- Main Checking Account = \$ 659.80
 - Balance consists of three deposits:
 - 04/22/08 – \$25.00 deposited by Doug to establish account. Doug needs reimbursement.
 - 07/11/08 - \$100.00 - \$50.00 contribution from Mark Muir, \$50.00 from Doug. Doug needs reimbursement.
 - 07/21/08 - \$534.80 - \$300.00 contribution from Optimists Club, \$234.80 contribution from Rubios.
 - Total Reimbursement due Doug in relation to these deposits = \$75.00
- Paypal Checking Account = \$25.00
 - Balance consists of one deposit:
 - 04/22/08 – \$25.00 deposited by Doug to establish account. Doug needs reimbursement.
- Doug turned over other expenses he's paid and they will be reimbursed when above deposits have cleared the bank.

AGENDA:

Meeting activity consisted mainly of Doug giving Nancy historic paperwork and explanations of this paperwork and other historic events. Nancy will incorporate documentation into Encinitas CERT files. The following is a list of documentation received and explanation, if necessary:

- Deposit slip and back-up for 07/21/08 bank deposit to Main Checking account.
- IRS Notice to File Form 1120 by 04/15/2008 – Doug isn't sure, however, he feels it might not be necessary to file this form. Doug will check with a CPA (Larry) to check if form needs to be filed.
- Encinitas CERT 1st year anniversary letter and summary to CERT members.
- Domestic Nonprofit Corporation Statement of Information filed with State of California on 12/10/08.
- Domestic Nonprofit, Credit Union and Consumer Cooperative Corporations Statement of Information filed with State of California on 06/19/08.
- Form SS-4 Application for Employer Identification Number scratch copy (handwritten) – per Doug original filed online.

NEXT MEETING: Monday, August 18, 2008, Encinitas Library, Classroom A

Minutes Submitted by Nancy Telford