



Encinitas CERT
Regular Meeting of the Board of Directors
Meeting Minutes
Meeting Date: Tuesday, December 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, Doug Jones and Alice Jacobson

Board Members Absent: Pegi Lubic

Others Present: Brie Cardoso, Dan Drogichen,

Meeting called to order at 5:37 PM by Doan Hohmeyer

1. **Board Member Resignation** – The Board has been advised that Pegi Lubic tendered her resignation from the board for personal reasons. Her requested was approved effective immediately.
2. **November 2018 Minutes** – David Tostenson
 - a. October 2018 Minutes were reviewed and approved
 - b. The Board meeting for November was cancelled due to lack of quorum so no minutes were generated.
3. **Treasurer's Report** - Loyd Wright
 - a. The October and November Treasurer's Reports are included as Attachment "A". The ending balance as of November 2018 is \$7,341.35
 - b. Deposits were zero for the month of November.
 - c. Withdrawals for November were \$1074.00. They consisted of \$770.00 for AYR Newspaper ads, \$300.00 to Redstone for AYR Marketing support and \$4.00 Bank Bill Paying charges.
 - d. The October and November 2018 Treasure's Report were approved as submitted.
4. **Election of New Officers to be effective January 1, 2019**
 - a. President – It was agreed that Dave Tostenson would take over as interim President through March 2019 at which time his resignation from the Board of Directors will take effect.
 - b. Vice President – Doug Cochrane will assume the duties and responsibilities as Vice President.
 - c. Secretary – No decision was reached as to who would take over as the new Secretary until next Board meeting in January.
 - d. Check Signing duties will be assigned to Doug Cochrane to keep the total number of authorized signers at 3 (Loyd Wright, Dave Tostenson and Doug Cochrane)

6. 2019 Budget Review

- a. The 2018 Budget was reviewed to identify necessary changes for the 2019 Budget year which will be prepared and circulated for review by Doan Hohmeyer.

7. Completed Tasks and Projects

- a. **Membership Survey Results** – Doan performed an analysis of the Survey and generated a report. Dave Tostenson created a PowerPoint Presentation which he gave at the October 22nd General Meeting. It concluded with a 7 Point Summary Chart. A plan of action will be developed to address these 7 points and presented at the January Board Meeting.
- b. **CERT Callout Test**-October 18th - Doan Hohmeyer compiled the results of the Callout Test conducted by OES for the Encinitas CERT membership. It showed that 42 Members were notified and of that number 31 responded as directed with 11 Members not responding in anyway.
- c. **October General Membership Meeting** – This meeting was discussed at some length and generally speaking, it was considered to be a success. The fact that the discussion, during the Meeting, turned somewhat negative regarding overall support from the Fire Department was addressed by putting forth a suggestion, to the Fire Department, that the Academy Training dates could be adjusted so that they don't coincide with the high fire hazard months from April through October. The Fire Department has responded positively to this suggestion and will consider it for the 2019 schedule.
- d. **Fall Street Fair** – Our booth was manned for the event that resulted in 23 signups who are interested in our Emergency Preparedness Training Programs.
- e. **CERT Logo Redesign** – It was decided that the work that Brie has done on the Logo to accommodate Social Media specification will stand and we will use both the current design and the new one interchangeably as the need requires.

8. Future Event

- a. **CERT Training by Josh Gordon**– No new discussion

9. Training and Special Projects Status

- a. **State Farm Grant** – No action to report for this period.

10. Miscellaneous Tasks or Projects

- a. **SOP** – Doug Cochrane will assume the duties of the leader of this project and work with the Operations Group to get this document completed and released.
- b. **CERTMobile Detail** – No Action during this period.
- c. **CERTMobile Task Force** – No Action during this period.

11. Meeting Adjourned at 6:49 pm

12. Next Board Meeting: January 8, 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.