

APPALACHIAN SEARCH AND RESCUE CONFERENCE, INC.

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MINUTES OF THE MEMBERSHIP MEETING 25 April 1982

The meeting was called to order at approximately 1315 hours by Chairman Gary Mechtel. The following members were present:

- *Keith Conover Basic--BRMRG (SMRG)
- Rich Saunders Trainee--SMRG
- *Ray Cole Basic--PVSARG (SMRG)
- Harold Driscoll Trainee--SMRG
- *Gene Harrison Basic--PVSARG (SMRG)
- Chip Queitzsch Associate--BRMRG
- Mark Pence Trainee--PVSARG (Basic--SMRG)
- Mary Beth Bolduc Associate--SMRG
- *Albert Baker Basic--BRMRG
- *Bob Koester Basic--BRMRG
- *Dan Shamburek Basic--BRMRG
- *E.H. St. Clair Basic--BRMRG
- *Matt Amiss (Basic--BRMRG) arrived a few minutes after the meeting was in session.

The following members were represented by written proxy, which may be found in the files of the ASRC:

- *Betty P. Thomas Basic--BRMRG (SMRG)
- *Susan Cole Basic--PVSARG (SMRG)
- *Paul Burke Basic--PVSARG
- *Jack Neal Basic--PVSARG
- *Ellen Nolan Basic--PVSARG
- *BRIAN FOY Basic--PVSARG

Several BRMRG members left during the meeting, giving writs of proxy to other members present; these also are to be found in the records of the ASRC.

Since the Secretary of the Conference, Garth Kirkpatrick, ^{WAS ABSENT,} the Chairman asked Keith Conover to serve as secretary. Mr. Conover then compared the Conference Roster with the members registered at the meeting, with the following results:

1. The Conference Roster showed no Certified Members from the PVSARG, other than those represented on the SMRG contribution to the Conference Roster and ^{THOSE} represented by written proxy. There being no dissent, it was assumed that these entries constituted the official Conference Roster from the PVSARG.

2. The number of voting members was as follows:

- SMRG: 6
- BRMRG (other than joint SMRG members): 13
- PVSARG (other than joint SMRG members): 4
- total: 23 voting members

There being 14 voting members present or represented by proxy, and a quorum being a majority of the membership, the secretary announced that a quorum had been established.

With the consent of the membership, the Chairman accepted the following motion:

1. Resolved, that the membership endorse the count of the Membership from the Conference Roster made by Mr. Conover.

Mr. Conover pointed out that this would in no way restrict the right of any Group, including PVSARG, to amend the Conference roster in the future in accordance with procedures specified in the Bylaws.

The motion passed.

Again with the consent of the membership, the Chairman accepted the following motion:

2. Resolved, that Mr. Keith Conover replace Mr. Garth Kirkpatrick as Secretary of the Board and of the ASRC.

The motion passed unanimously.

The past Secretary not being present, no minutes from the last Membership Meeting were available for reading.

Chairman's Report

The Chairman's report included the following items:

- 1) Recently, an organizational meeting for the Virginia Search and Rescue Council was held; several members of the ASRC are active in the VSRC, including Mr. Pence, who is coordinating a state-wide SAR simulation, sponsored by the VSARC and the VA Office of Energy and Emergency Services, to be held the last weekend of this coming September.
- 2) Mr. Burke is working up a proposal for ASRC uniform vests and for new ASRC patches, as he was charged at the last Board Meeting.
- 3) At the last Board Meeting, the Board decided to assess each Group \$20 to defray current ASRC operating expenses.
- 4) ASRC Groups should reserve the last weekend in September for the VSARC simulation.
- 5) At the last Board meeting, the Board established a policy that the ASRC patch may be worn by Basics, Trainees, and Associates.

Treasurer's Report

Since Mr. Conover is working with the ASRC accounts for the Tax-Exempt project, he presented a report in lieu of the Treasurer's Report:

Current ASRC assets: 9.52 in the checking account, and an undetermined amount and value of equipment.

Current ASRC accounts payable:

6.33	to K. Conover
10.00	to D. Shamburek
178.00	to G. Harrison
6.00	to R. Cole

an undetermined amount is also owed to G. Harrison, R. Cole, and G. Kirkpatrick for ASRC crystals in accordance with a policy established by the Board whereby the ASRC would buy 155.16 crystals for private radios for those who bought their own radios.

Therefore, the ASRC is indebted for approximately \$200 plus the cost of crystals for private radios, or on the order of \$400.

Reports of Standing Committees and Subcommittees

The only Committee or Subcommittee Chairman known to the assembled membership to be active was Mr. Kirkpatrick, chairman of the Communications Subcommittee. As Mr. Kirkpatrick was not present, Mr. Harrison gave a report in his stead:

- 1) The ASRC has a new VHF FCC license, with several new frequencies and all the old ones.
- 2) Mr. Harrison has Motrac VHF mobile radios available to those ASRC members who will contribute a \$50 share; note that this does not constitute ownership of the radio, which still resides with Mr. Harrison. The actual cost to Mr. Harrison for each radio is in excess of \$100.
- 3) Mr. Harrison states he entered the Motrac Project with the tacit assumption that the ASRC would buy out the project in a few years. If the ASRC does not do so soon, Mr. Harrison indicated he might recall all Motracs, return the shares, and sell the radios to avoid having so much of his own money tied up in it.

Reports of Ad Hoc Committees and Projects

Tax Exempt Status Project

Mr. Conover, project chairman, reports:

- 1) The passage of the new Articles of Incorporation at this meeting represents an essential step to tax-exempt status. The IRS requires a conformed copy of our new Articles with the modifications they require. The vote of a year and a half ago was not legal, because
 - a. the ASRC Board must endorse proposed amendments to the Articles,
 - b. written notice must be given each member between 25 and 50 days before the meeting.
- 2) Since there was no follow-up on the initial application for tax-exempt status, the deadline for submission of the new Articles expired, and an entirely new application must be made. This requires two more years of ASRC and Group financial records.
- 3) Mr. Conover and Ms. Thomas are working on the financial records, and will prepare the application.
- 4) Mr. Baker's father will assist BRMRG in preparing journals for 1980 and 1981 to be sent to Mr. Conover, then Mr. Baker's father will review the completed application when Mr. Conover and Ms. Thomas are finished. Hopefully, this will be done in about a month and a half, and tax-exempt status will soon follow.

MRA Membership Project

Mr. Vines, project chairman, was not present and had submitted no written report; no members present could provide a report.

Training Guide Revision Project

Mr. Conover, co-chairman with Mr. St. Clair, noted that at its last meeting, the ASRC Board approved First Responder or better for Basic Membership, and EMT or better for Rescue Membership. A detailed draft proposal for revision of the training guide was circulated among the membership present.

Motrac Radio Project

Mr. Harrison, Project Chairman, had no report other than that given by the Communications Subcommittee.

ASRC Patch Project and ASRC Uniform Vest Project

Mr. Burke, projects chairman, was not present to report on either project.

SAROP Revision Project

Mr. Conover, project chairman, gave an oral summary of proposed changes and circulated a revised copy of the SAROP.

Operations Manual Project

Mr. Conover, project chairman, had no progress to report. He asked for suggestions to be sent to him.

Wilderness EMS Standards Project

Mr. Conover, speaking on behalf of SMRG, indicated that SMRG has a draft of proposed changes to the Virginia EMS regulations in the works. This would permit the regulations to apply to wilderness EMS agencies in a reasonable way, and therefore would if adopted lay a clear path for EMS agency certification for SMRG and other groups. Since this action may affect other groups, SMRG hopes to present a draft at the next ASRC Board Meeting. Although this is a unilateral SMRG project, SMRG welcomes input from other ASRC Groups and members.

Mountain Rescue Manual Project

Mr. Shamburek reported that apparently the original of Yorke Brown's draft has been lost, and all that remains is a bag of rolls of paper tape which can be run on the typesetting machine at the Cavalier Daily newspaper Office at UVA. Mr. Shamburek will try to get a copy run off in the near future and send it to SMRG for further work.

Reports of the Groups

BRMRG: Mr. Mechtel mentioned some recent missions, new BRMRG Officers, and BRMRG's current effort to pay off its debt to the UVA Alumni Association.

PVSARG: No member representing PVSARG was present to make a report.

SMRG: SMRG reported the recent recruitment of some new members.

At this point, Mr. Mechtel announced a recess. Mr. Mechtel left, leaving Mr. Conover to chair the remainder of the meeting. (No other member of the ASRC Board was present).

Special Orders of the Day

3. The proposed amendmendment and restatement of the Articles of Incorporation was unanimously adopted.

4. The Bylaws were revised as attached.

(Although that's easy to say, it wasn't quite so quick or easy to do!) This had the effect of allowing Mr. Pence the right to vote on subsequent questions.

Mr. Conover first proposed a motion to accept the draft he prepared as is; this was voted down, so the question was divided. Mr. Conover proposed each of the major revisions and each was voted in or amended and voted in. At the end, the membership unanimously voted to accept the additional, relatively minor, changes which Mr. Conover had proposed and which had not been considered separately. The sections which caused considerable discussion were:

- 1) Article II section 5.5, regarding expulsion of members by a group; and
- 2) Article III section 3.1 and following regarding the chartering of new groups.

After discussion, the version that appears in the attached Bylaws was passed by a large majority, and there was no dissenting discussion, as regards the final version.

Unfinished Business

As there were no minutes from the last Membership Meeting, and no member could remember any items of unfinished business from that meeting, no unfinished business was brought before the membership.

New Business

SMRG presented the following motion, not necessarily as a recommendation, but because an ASRC Membership Meeting was the proper forum for such a discussion: Resolved: that any member certified by a probationary ASRC Group have full voting rights within the ASRC. In view of the new Bylaws, the Chairman (Mr. Conover) ruled the motion inconsequential and it was dropped.

The following motions were approved by a large margin:

5. RESOLVED: to accept the proposed draft (attached) as the new ASRC Training Guide.
6. RESOLVED: to accept the proposed revision (attached) as the new ASRC Search and Rescue Operations Plan (SAROP).
7. RESOLVED: that all official ASRC publications, including drafts, bear an ASRC copyright statement. (this was in response to the attached motion by SMRG.)
8. RESOLVED: that in the morning before the next ASRC Membership Meeting, there will be a $\frac{1}{2}$ -day work session for the various Committees and Subcommittees instead of a Board Meeting. (The reason given for this suggestion is that the Membership can take any action the Board can so there is no real need for a Board and a membership meeting; and, perhaps some of the details of the various motions can be hashed out before the membership meeting so as not to bore so many people.)
9. RESOLVED: that the Secretary ensure that a letter is directed to the editor of the U.S. Manual of Cave Rescue Techniques, expressing our concern that much of the material in Chapter 3 appears to be derived from ASRC publications, and no credit was given the ASRC. The letter should be courteous, friendly, and should encourage the adaptation of ASRC material, but should insist on proper credit being given. (This was in response to the attached motion by SMRG; a copy of Chapter 3 of the Cave Rescue Manual is attached.)

The membership then discussed an article about the ASRC (as well as other matters) which appears in the NASAR Training Manual (see attached). The following motion was passed:

10. RESOLVED: that, as a special order of business at the next ASRC Board of Directors Meeting, the Board should take up the question of the propriety of this article, and establish a uniform information policy for the ASRC.
(this was in response to the attached motion by SMRG).

The membership then passed the following motions by a large margin:

11. RESOLVED: that Mr. Vines be removed as MRA Membership Project Chairman.
12. RESOLVED: that Mr. Cole be appointed the new MRA Membership Project Chairman.
13. RESOLVED: that the following be appointed the new Committee Chairmen:
- | | |
|-----------------------|---------------|
| Operations Committee: | Mr. Mechtel |
| Finance Committee: | Mr. St. Clair |
| Training Committee: | Mr. Queitzsch |

Note that, although Mr. Mechtel and Mr. St. Clair were not present to defend themselves, their proxies accepted the positions for them.

A somewhat lengthy and fruitless discussion of patches ensued; the following two motions emerged and were passed:

14. RESOLVED: that only ASRC Certified Members may wear the ASRC patch. (Note that this reverses the previous decision of the Board.)
15. RESOLVED: to set up a Committee to recommend a patch or identifier, compatible with use or non-use of the ASRC certification patch, which may be used to identify personnel identified with the ASRC, and to recommend the personnel categories eligible to use this patch or identifier.

By unanimous consent, Mary Beth Bolduc was appointed to chair this Committee.

The meeting was adjourned at approximately 1730.

ADDENDUM

to minutes of the 1982 ASRC General Membership Meeting:

In June 1982, a decision was made by the Board of Directors to postpone publication of the revised SAROP until details of alerting through OEES could be straightened out; thus, no new revision has been typed or published.

Since the SAROP constitutes an integral part of the letter to the National Cave Rescue Commission, no letter has yet gone out.

November 1982

A handwritten signature in cursive script, appearing to read "Keith Conover".

Keith Conover

Secretary, ASRC



**APPALACHIAN
SEARCH & RESCUE
CONFERENCE, INC.**

P.O. Box 440 Newcomb Station
Charlottesville, VA 22903

21 November 1982

To: all Group Chairmen

From: Keith Conover, ASRC Secretary

I am enclosing a copy of the minutes from the last ASRC General Membership Meeting with all attachments which have not been previously sent to each Group. Originals of all other attachments are in the files; let me know if you need a copy.

As is stated in the Articles and Bylaws, the ASRC Board of Directors must meet in each quarter of the year, and it is time for another Board meeting. Also, Shenandoah Mountain Rescue Group's probationary membership status is up next month, and a General or Special Membership Meeting must be held to vote on its status as an ASRC Group. A date of 12 December (Sunday) has been suggested for the Board meeting, and a date of 23 January (Sunday) for an ASRC Membership Meeting. In order to have a Membership Meeting, we must notify every voting member of the date, time, place, and the agenda of the membership meeting in writing at least 25 days before the meeting. Therefore, I will be prepared to send out such a notice about the 23 January meeting date at Christmas day or thereabouts unless I hear before that time of the need to reschedule the meeting.

I also note that no contribution for the Conference Roster has yet been forthcoming from PVSARG; I currently list 4 Certified Members from that Group. BRMRG's last contribution dates from April 1982 and lists 13 Certified Members; SMRG's November contribution lists 7. I will mail notices only to those members listed on the Conference Roster, and to the address listed thereon when I send out the notices.


I am enclosing a draft copy of the agenda for the upcoming Membership Meeting, so please look at it and make suggestions for corrections or additions.

In order to get tax-exempt status for the ASRC, we need financial records from BMRG and PVSARG for 1980, 1981, and 1982. Journals for all accounts will be sufficient. Remember, we can't even fill out the application until we have this information, and the longer we wait the more financial information we have to include.

A request for help: who has the old ASRC files? Including old financial records? and the box of ASRC membership cards? and the draft of the Mountain Rescue Manual? If you know of the whereabouts of any of these, please let the Secretary know.

I hope to see you at the upcoming Board and Membership Meetings.

Sincerely,


Keith Conover, Secretary
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