

**ASRC BOARD OF DIRECTORS MEETING
18 DECEMBER 1993
MINUTES**

Meeting was called to order at 1030 by Dave Carter.

Attendance: *(People in italics were present)*

AMRG Keith Conover	BRMRG Camille Birmingham -SEC.
AMRG Charles P. Kollar	BRMRG Bob Koester
MSAR Peter McCabe	RSAR Mark Pennington
SMRG Gary Mechtal	SWVaMRG Ian Nelson
SMRG Jenny Burmester - VICE CHAIR	SWVaMRG John Panches
TSAR Dave Carter - CHAIR	*PVRG Brian Whalen
TSAR Mark Eggman	*PVRG Dome Poon
Patrick Turner - TREASURER	

Others: **Amy Rue, Steve Houck, Doug Baker, Matt Bolin, Tim Durkin, Jim MacMurry, Shawn Caudell, Kevin Dawe, Matt Rhode, Brian Ferguson, and Audrey Wilson**

Officer and Committee Reports

Treasurer's report (Patrick Turner) - See addendum.

Operation's report (Dave Carter) - Steve Houck is now the Communication Officer.

Communication's report (Steve Houck) - Because we cannot prove any fault with the FCC in the license renewal process, no refund is possible for any money already sent.

Individual members of PSARCO are wondering what is taking the ASRC so long to renew its radio license. We are currently using PSARCO's radio license.

Five Basic frequencies have been chosen for the application. **If anyone has any other frequencies request please contact Steve Houck.** If the ASRC gets 501(C)(3) in time \$35 will be waived, but there still will be a reCOORDINATING charge.

Uniform Committee (Matt Rhode) - Matt Rhode resigned as chair of the Uniform Committee. **Anyone interested in chairing this committee please contact Dave Carter.**

Medical (?) - There is no chair and no report. **Anyone interested in chairing this committee please contact Dave Carter.**

SARTA - The ASRC's offer to SARTA was unacceptable to SARTA and SARTA withdrew its offer to the ASRC. SARTA's letter was read by Mark Pennington, Vice President of SARTA. **A copy of the letter sent to SARTA and their response will be on file, send any request for copies to 440 Newcomb Station, Charlottesville, VA 22904.**

Training (John Panches) - Everyone was given a standard copy of the FTM test and a Beta Version. The FTL test is on the disk and who passed the test and their scores. An ASRC training schedule was passed out. John only had input for the schedule from TSAR, RSAR and SWVaMRG. **A reminder that each group needs to have 4 table top**

missions to do with the CAP. A new an revised commo crib sheet was distributed.

ASTM Report (John Punches) - See addendum.

Chairman's and Operations Report- See addendum.
New Business

Budget (Patrick Turner) - Attached is a copy of last years budget and a proposed one for this year.

There needs to be a decrease in secretarial expenses. One idea is that all groups should gain access to a modem. Then the minutes can be e-mailed to the groups. At the present there should be enough copies of all reports that all the representatives and officers can have a copy. Any representative or officer that is not present will their copy mailed to them. The secretary will mail only the typed minutes to the ICs and ISs. The minutes should be mailed 30 days in advance and at the lowest class possible.

MOTION TO ACCEPT AS PRINTED WAS MOVED BY BOB KOESTER AND SECONDED BY MARK PENNINGTON. MOTION PASSED 11 YEA, 0 NAY, AND 0 ABSTAIN.

BOB KOESTER MOVED AND MARK PENNINGTON SECONDED A MOTION TO MOVE THE DUE DATE FOR GROUP DUES FROM APRIL 1ST TO JANUARY 1ST. MOTION PASSED 10 YEA, 0 NAY, AND 1 ABSTAIN.

BOB KOESTER MOVED AND MARK PENNINGTON SECONDED A MOTION TO CHANGE THE \$1 PER PERSON DUES TO \$1 PER ACTIVE MEMBER. MOTION PASSED 11 YEA, 0 NAY AND 0 ABSTAIN.

GARY MECHTAL MOVED AND JOHN PUNCHES SECONDED A MOTION TO ADD THE CATEGORY OF ACTIVE TO THE ROSTER. MOTION PASSED 10 YEA, 0 NAY, AND 1 ABSTAIN.

NSAR Conference - It is possible that the Conference will be held in Virginia. There is some concern about the support the conference will get from the SAR community. Will the ASRC support the conference? People would be needed to assist with the running of the conference and these people would get into the conference free. The conference will be held around late May o early June of 1995. If interested please call Mary Harding in the Fairfax branch of the National Association of SAR.

Leadership Retreat

Mission statement - Everyone needs to work on a mission statement for the conference. It may take up to a year to create a good statement. See addendum.

Communications (Gary Mechtal) - The conference needs to improve its lines of communications. Gary's suggestions are included in the addendum. **A copy of this presentation is on file, send any request for copies to 440 Newcomb Station, Charlottesville, VA 22904.**

Paid Staff (Jenny Burmester) - There are many positions from which the conference would benefit from having paid staff. These positions need to be defined and a budget created. **A copy of this presentation is attached.**

Fund Raising (Dave Carter) - The conference has to decide between short term and long term fund raising. Short term fund raising (ie. grants, loans, selling, and Donations) is generally for a small amount of money; while, long term fund raising (ie. investments billing for services, United Way, and stock) is for larger amounts of money. The ASRC needs to become better known in the public arena, this will help with fund raising also.

Old Business

ASTM - Membership dues are due. **PATRICK WILL WRITE A CHECK FOR THE DUES.**

Alert Officer - Stands as decided as of the last meeting.

Operations manual - Dave is still awaiting inputs on the OPS manual.

New Business

Incident Commander appointment - **BOB KOESTER MOTIONED AND BRIAN FERGUSON SECONDED THAT JOHN PUNCHES BE PROMOTED TO INCIDENT COMMANDER. MOTION PASSED.**

After Action Reports - Winnie Pennington needs the after action reports to be mailed to her after a search. She is missing three reports, from: the teenager in the Great Dismal swamp; the preacher in Harmon, Va, and the 77 year old lady in Northumberland County. These need to be mailed to her by December 20, 1993.

Alert Procedures - Pager codes 111, 222, 331, 332 and 333 were defined and slightly changed. **THESE CHANGES ARE EFFECTIVE AS OF JANUARY 1ST AND ARE IN THE ADDENDUM. MOTION PASSED.**

Training Officers - **MOTION THAT KIRK HORNICEK (MSAR) AND MATT RHODEY (TSAR) BE APPOINTED THEIR GROUP'S TRAINING OFFICER. MOTION PASSED.**

Radio License - Any group that had been given permission to use the ASRC's radio license needs to be notified that the license is no longer valid.

MD EMS agency - Peter McCabe is going to work with Bob Koester and Amy Rue to make the ASRC an EMS agency in Maryland.

Communications Chair - **MOTIONED BY DAVE CARTER AND SECONDED BY BOB KOESTER, THAT STEVE HOUCK BECOME THE CONFERENCE COMMO CHAIR. MOTION PASSED.**

ASRC Business Frequency - **JOHN PUNCHES MOTIONED AND GARY MECHTAL SECONDED THAT WE ALLOW TRIANGLE RESCUE TO USE OUR BUSINESS FREQUENCY FOR A PERIOD OF SIX MONTHS. MOTION PASSED.**

Matching Grant - The ASRC is trying to get 5 frequencies and has to pay an additional \$600. If the ASRC tried to get 10 frequencies it would cost an additional \$1500. Someone has offered the conference a matching grant of \$450 if the conference tries to get 10 frequencies. This would mean that the conference would pay \$1050 for its license. Another unknown person(s) has offered \$200 to help pay for the extra expense, which leaves the conference having to pay \$850. **MOTIONED BY PETER MCCABE AND SECONDED BY BOB KOESTER THAT WE ACCEPT**

THE MATCHING GRANT CONTINGENT UPON A BENEFACTOR PAYING \$200 AND THE ASRC PAYING \$50 IN ADDITION TO THE \$600 WE HAVE ALREADY SPENT. MOTION PASSED. TSAR, AND A COMBINED RSAR AND K-9 ALERT CAN DONATE \$100. SMRG CAN DONATE \$75. AN UNKNOWN BENEFACTOR CAN DONATE \$200.

SWVaMRG Representatives - Ian Nelson is going abroad to Switzerland and is resigning his position as SWVaMRG Vice Chair and as ASRC Representative. John Panches is SWVaMRGs representative as of the 27th of December.

Rosters - Please include Pin#s and area codes on all rosters.