



BOARD OF DIRECTORS MEETING MINUTES

October 3, 2020

Google Meet Online-only Meeting

1020 - 1157 hrs.

I. Call to Order

Called to order at 1020 hrs. by Chair Keith Conover.

II. Participants.

Voting members in **bold**. Via teleconference in *italics*. If some other Group is primary name in (parentheses)

Allegheny Mountain Rescue Group (AMRG)	Keith Conover
Blue Ridge Mountain Rescue Group (BRMRG)	Eric Bryant Greg Stronko
Maryland Search and Rescue (MSAR)	Dan Brizuela Kyle Rhoderick Jocelyn King Michael Hansen Larry Raskin Doug Sward Talon Bevan
Mountaineer Area Rescue Group (MARG)	Carl Werntz Ken Chiacchia Rebecca Hostetter
Northwest Pennsylvania Canine Search and Rescue (NWPAK9SAR)	LuAnn Gatti Kathy Lamb
Remote Support Corps (RSC)	Patty Lindsay

Search and Rescue – Ohio (SAROH)	Brian Maier Stephen McClanahan
Shenandoah Mountain Rescue Group (SMRG)	Katy Hart Sean McElligot Steve Weiss Victoria Airey
ASRC Fellow	Gene Harrison

III. Approval of Minutes

Minutes approved as posted in the Archive at <http://archive.asrc.net/ASRC-Admin/ASRC-BOD-Membership-Minutes-etc/2020-07-18-ASRC-BOD-Minutes.pdf>

IV. Officer Reports

a. Chair/Vice-Chair (Keith Conover, Dan Brizuela)

No additional comments from those shared at the AGM, which immediately preceded this Board meeting.

b. Secretary (Kathy Lamb)

No report beyond these minutes.

c. Treasurer (Victoria Airey)

October 2020 Treasurer's Report

Starting Balance January 2020: \$8,170.62

Income:

ASRC Retreat Food Donations:	\$718.00
Group Dues:	\$5,717.00
Total Income:	\$6,435.00

Expenses:

Balance on Food for ASRC Retreat:	(\$426.61)
ASRC Retreat at Bear's Den	(\$1,000.00)
Insurance (payment 1 of 2):	(\$2,495.00)
Insurance (payment 2 of 2):	(\$2,492.00)
Total Expenses:	(\$6,413.61)

Ending Balance October 2020: \$8,192.01

Projected to the end of January 2021:

Income

AMRG Dues:	\$848.00
ASRC Retreat Food Donations:	\$700.00
Total:	\$1,548.00

Expenses

ASRC Retreat (Food and Lodging):	(\$1,825.00)
VaSARCo Annual Dues:	(\$10.00)
Remote Support Training:	(\$375.00)
Virginia State Corporation Commission (SCC):	(\$27.00)
Total:	(\$2,237.00)

Projected Difference

Total: (\$689.00)

A new account was created with \$100.00 to interface with the ASRC's Venmo account. This was done to isolate the main account from Venmo. One group and one RSC member have successfully paid their dues using Venmo this past Spring.

The account username for Venmo is: Treasurer-ASRC

The email on the account is: treasurer@asrc.net

Either one of these can be used to connect to our Venmo account.

d. Credentialing Board Chair (Steve Weiss)

Based on 8.1 training standards, position task books (PTBs) for all levels are complete and have been distributed to all GTOs. The number of members qualifying at Field IV has increased. Seven members of NWPak9SAR have certified at Field III. Field II certification tests are scheduled for members of SMRG. The Credentialing Board is active in advising the feasibility of any new training standards the Training Committee may consider. Going forward, goals are to (1) define the qualifications of ASRC credentialing accessors, (2) to develop and issue recertification standards and (3) to collaborate with Don Scelza and the Board for developing standards for search managers.

There is discussion on whether/when to make the ASRC PTBs publicly available, since PTBs specify the skills and abilities that members possess and communicates this to outside agencies. It is recommended this item be placed on the next BoD meeting agenda and Retreat.

e. Conference Training Officer (John Rogowski)

Nothing to report in addition to the Credentialing Board report above. Work on Training Standards 8.2 is underway.

f. Conference Operations Officer (Stev Solaya)

Nothing to report.

g. Information Technology Officer (Michael Hansen)

Nothing to report.

h. Publications Coordinator (Keith Conover)

Training Guide 1.1 draft is available for review and comment at <https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:24ea0714-0ecd-43ae-bb24-cb0a73821c10#pageNum=1>

No password is required for access.

i. Membership Coordinator (LuAnn Gatti)

Nothing new from new groups who have expressed interest in joining ASRC (Elkland SAR, East Penn SAR, VMI, Dinwiddie VA). Another PA group (Central Region Emergency Strike team) has reached out and expressed interest as well.

V. Unfinished Business

- a. Election of new officers of Board. Keith Conover nominated Dan Brizuela for Chair, LuAnn Gatti for Vice-Chair, Stephen McClanahan for Secretary and Victoria Airey for Treasurer. No other nominations were received. Vote to accept nominations as stated was unanimous. These officers will assume responsibilities upon closure of this meeting. Ken Chiacchia was nominated as Conference Training Officer and unanimously approved. All other officers and committee chairs remain in place.
- b. GTO Role and Admin Manual Version 5.6

A second draft document has been circulated and has received no additional comments. A motion to accept this version passed with 2 abstentions; all remaining votes were affirmative. The approved version can be found at <http://archive.asrc.net/ASRC-Admin/ASRC-Admin-Manual/2020-10-03-ASRC-Admin-Manual-5.6.pdf>

Discussion has been held (mainly via email) on incorporating group's records security and management changes into the Admin Manual. More work is needed and will be a topic of discussion at the next Board meeting. A proposal Amanda Zenuh (AMRG) pertaining to this can be found at <https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:a58f683a-4325-43da-b020-9c5012a37f4f#pageNum=1>

VI. New Business

- a. Gregg Wavle (MSAR) was recognized with the Outstanding Achievement Award at the AGM. Technically, this requires approval from the Board. A motion was made to so recognize Gregg Wavle with the Outstanding Achievement Award and was unanimously approved.
- b. Winter Retreat. It is highly unlikely that the Winter Retreat can be conducted safely at Bear's Den given the status of the COVID19 pandemic. Alternative options include a virtual online forum or a physical gathering at a much larger facility that can accommodate physical distancing. It was suggested the focus of the Retreat be on roundtable discussions and workshops of best practices and idea sharing. A series of sequential roundtables, each focused on a general topic, was proposed and found generally agreeable. To be viable, each area would need a champion to lead

its development. Two tracks running simultaneously were considered, one focused for members relatively new to SAR and the other focused on innovations in the area that would appeal to more experienced members.

- c. Next BoD meeting is the weekend of the Retreat, January 16-17, 2021.
- d. Steven Weiss was asked and agreed to contact Bear's Den and inform them that the ASRC will not be meeting in January 2021 and request our reservation be moved to 2022.

VII. Good of the Order

Motion was made to appoint Keith Conover and Don Scelza as ex-officio members of the Board. Unanimously approved.

VIII. Adjourn

Meeting adjourned at 1157 hrs.

Addendum to the Minutes

The Board gathered at 0837 hrs. on 3 October 2020 to consider the following motion made via email by Keith Conover:

Whereas, the current ASRC Bylaws state: "The ASRC Board shall adopt a resolution setting forth the proposed amendment, finding it to be in the best interests of the Corporation, and directing that it be submitted to a vote at a meeting of the Membership," and

Whereas the electronic vote provisions in the current Admin manual have proved unworkable in past attempts and still require modification and testing, and

Whereas, the ASRC BOD has communicated its intent to have the Membership revise the Bylaws at the AGM, both by emails and in formal minutes posted and disseminated to the membership,

Therefore, be it resolved:

- a. That we temporarily suspend the 30-day notification requirement for the express purpose of allowing us to hold a board meeting on the morning of October 3rd, at 0830, for the purpose of voting on this motion, and
- b. That the Board of Directors finds that the attached and linked proposed Bylaws revision (<https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:c827e992-73a2-4d87-9feb-a87a68b6a6eb>) is in the best interests of the Conference, and directs that it be submitted to a vote at the upcoming AGM, and
- c. That a summary of this vote be incorporated in the minutes of the October ASRC Board of Directors meeting

Ken Chiacchia made the motion and Kathy Lamb seconded. Steve Weiss made motion to split the motion into parts A (suspension of 30-day notice) and B (Bylaws revisions) as listed above. Ken Chiacchia seconded. Motion to divide passed unanimously. No discussion on part A.

A vote to waive the bylaws notification rule (as proposed above) was taken by roll call:

Aye: Keith Conover, LuAnn Gatti, Kathy Lamb, Carl Wertz, Greg Stronko, Ken Chiacchia,
Nay: Brian Maier, Dan Brizuela, Eric Bryant, Katy Hart, Kyle Rhoderick, Sean McElligot

The vote was 6 to 6; the motion failed, the concern being the precedent that would be set. The conversation concluded at approximately 0900 hrs.