

MINUTES OF THE MEETING OF
THE ASRC BOARD OF DIRECTORS
1 JULY 1979

The second meeting of the 1979 session of the Board of Directors of the Appalachian Search and Rescue Conference was held 1 JUL 79 in Charlottesville, VA. Directors present were Tom Vines and Larry Cline of PVSARG, and Yorke Brown and Chris Stubbs of BRMRG. Several other Conference members were also present as visitors. The meeting was called to order by Mr. Stubbs at 0915. The minutes of the previous meeting were read by Mr. Brown and approved with corrections.

In the TREASURER'S REPORT, Mr. Cline noted that the current checking account balance was \$93.88, and that "1978 was a bad year for accounting." Few transactions were recorded and two checks (totalling \$75) were never deposited.

In the SECRETARY'S REPORT, Mr. Brown noted that he had distributed the minutes of the previous meeting and that the Conference Roster was incomplete for lack of information from PVSARG. Mr. Cline rectified the difficulty immediately by giving Mr. Brown a copy of the PVSARG Roster.

In the VICE CHARMAN'S REPORT, Mr. Vines reported that he had given the MRA file to the Chairman. He described a recent training session with USNPS at Harper's Ferry and reported that the ASRC had received a favorable evaluation. He also noted that he will attend the ICSAR Meeting on 5 JUL in Washington, DC.

In the CHAIRMAN'S REPORT, Mr. Stubbs announced plans to meet with the Director of VA EMS on 9 JUL. He has already met with Mike Cline of OEES, who is familiar with the ASRC. He also met with Paul Demm of OEES and secured a listing for the ASRC in the OEES Resource File.

Mr. Stubbs noted that he had received no reply to his letter to Mr. Rit-enour of Shenandoah NP.

Finally, Mr. Stubbs commented that the new committee structure seemed to be working and that he believed that the pending petition to amend the Bylaws would be withdrawn if the structure continued to work.

In the TRAINING COMMITTEE REPORT, Mr. Cline announced that training had been coordinated between the two Groups up through the end of the year. The committee will maintain a six-month planning period. Mr. Conover reported that inquiries were being made to VA EMS on getting advanced EMT training.

Mr. Vines circulated several letters that PVSARG had sent to various members whose certification had lapsed or was about to.

Mr. Vines further reported that Tom Monroe, Chief of IRRM for Great Falls NP "seems quite enthusiastic about the idea" of joint whitewater rescue training. Mr. Stubbs added that BRMRG was training with other organizations and that it seemed quite productive.

In the INFORMATION COMMITTEE REPORT, Mr. Stubbs reported that Lois McCoy had informed him that no insurance was available for SAR organizations and

advised that the ASRC rely on the "empty pocket principle" for protection. Mr. Stubbs also noted that the BRMRG had rejected a suggestion to join the CAP in order to enjoy its insurance.

Mr. Stubbs circulated a new edition of the Fact Sheet and requested criticism on it. He also noted that the BRMRG Information Committee has available a slide presentation on the activities of the Group and the Conference.

With regard to the feasibility of a newsletter, Mr. Stubbs suggested that the best approach would be to combine the Group newsletters.

Concerning the VSARDA NEGOTIATIONS, Mr. Brown reported that he had an appointment to talk to Alice Stanley. He cautioned everyone that the negotiations promised to be somewhat delicate, and urged everyone to be discreet.

Concerning the TAX EXEMPT STATUS, Mr. Stubbs reported that he would continue to manage the problem. He has talked to Lee Narrow, who reported that the IRS cannot find our records. Mr. Stubbs intends to press for as rapid a resolution of the matter as possible.

Under OLD BUSINESS, the motion that "The mailing address of the ASRC is the BRMRG Post Office Box" was taken from the table. After some discussion, Mr. Vines was granted his request for a brief recess, which lasted from 1030 until 1046. After the meeting reconvened the motion quickly PASSED. Mr. Stubbs said that he would inform the SCC of the change of address, and also the new address of Ray Cole, the Corporate Registered Agent.

The motion concerning uniforms was then taken from the table and, after brief discussion, defeated, the BRMRG Delegation voting in favor and the PVSARG Delegation voting against.

Under NEW BUSINESS, the Operations Committee MOVED four items, all of which PASSED with some amendment. The four motions were

1) Whereas the Operations Committee is charged with developing and enforcing communications standards for the ASRC, and

Whereas it is the view of the Communications Subcommittee that this will require Group level education and monitoring,

Be it therefore resolved that each Group shall select a Communications Officer who shall serve on the Communications Subcommittee and have the following duties:

- a) Monitor his Group's compliance with the communications standards established by the ASRC.
- b) Advise his Group on matters regarding the ASRC communications standards.
- c) Insure the proper maintenance of communications hardware (both Group and ASRC) housed in his Group.
- d) Maintain an inventory of communications hardware housed in his Group and report that inventory to the Communications Subcommittee.
- e) Secure registration of communications equipment owned by individual members of his Group.
- f) Make any requests for issuance of ASRC communications equipment for his Group.

2) Whereas the Operations Committee is charged with developing and enforcing communications standards for the ASRC, and

Whereas certain items of communications equipment are owned by individual members of the ASRC,

Be it therefore resolved that a registration certificate (supplied by the Communications Subcommittee) shall be completed and submitted to the Communications Subcommittee by each owner of radio equipment operated under ASRC licensure for each item of such equipment owned by that individual. The registration certificate will contain the following information:

- a) Type of equipment, make, model and serial number.
- b) Frequencies of operation.
- c) Special options.
- d) Storage location of the equipment.
- e) Owner's name and address.
- f) A separate section signed by the owner stating that he will maintain the equipment or have it maintained according to the appropriate FCC Regulations.

3) Whereas the Communications Subcommittee is charged with the administration of ASRC radio hardware,

Be it therefore resolved that

- a) The ASRC Communications Subcommittee will issue ASRC owned communications hardware to the ASRC Groups.
- b) ASRC communications hardware will be issued only to bona fide ASRC Groups and only with due justification of need.
- c) Requests for issuance of ASRC communications equipment to an individual Group shall be made by the Communications Officer of that Group.

4) The radio license application, as presented, shall be submitted to the FCC with Mr. Brown's signature.

Mr. Brown read into the record the following statement of Communications Subcommittee policy: "Technicians authorized to work on ASRC owned radio hardware are (1) Garth Kirkpatrick (PVSARG), (2) Biff Franks (BRMRG), and (3) Rob Humphries (BRMRG). Commercial radio repair services may be used in emergencies, provided that a report of the work done is sent to the Communications Subcommittee."

Mr. Vines reported that the Commo Crib Sheet, which was intended for ASRC internal use only, had been published in the CAP Ground Search and Rescue Manual without ASRC permission. This action, he believed, jeopardized the usefulness of the "victim found codes," so he asked the Operations Committee to consider changing them. He further reported that the GSAR Manual contains references to unpublished ASRC documents, and asked what action should be taken to rectify that abuse. After some discussion, Mr. Stubbs agreed to write a letter to the editor of the GSAR Manual asking him to correct future editions and to secure permission before publishing internal ASRC documents.

1 JUL 79 P4

Mr. Stubbs called the following meetings:

29 OCT 79, at Graves Mountain Lodge: Board (morning), General Membership (afternoon).

(This constitutes a change from the previous announcement). A training session will be held on 30 OCT following the meetings.

The meeting adjourned at 1204.

Respectfully submitted,

A handwritten signature in cursive script that reads "Yorke Brown".

Yorke Brown, Secretary

ORDER OF BUSINESS
ASRC BOD 1JUL79

- A) Call to Order
- B) Approval of Minutes
- C) Reports of Officers
 - 1) Treasurer
 - 2) Secretary
 - 3) Vice Chairman
 - 4) Chairman
- D) Reports of Standing Committees
 - 1) Information (Mr. Stubbs)
 - a) Feasibility of newsletter
 - b) Availability of insurance
 - 2) Training (Mr. Cline)
 - a) Mission Staff training
 - b) Extended Medical training
 - c) Disposition of Conference training records
 - d) Disposition of Public Education records
 - 3) Operations (Mr. Brown)
 - a) Publication of forms (TAF, MDF, SAROP, Crib Sheets)
 - b) Review of forms
 - c) Equipment inventory
 - d) Commo SOP
 - e) Status of Radio Licenses
 - f) OTR problem
- E) Reports of Ad Hoc Committees
 - 1) VSARDA negotiations (Mr. Brown)
 - 2) Tax Exempt status (Mr. Vines)
- F) Old Business
 - 1) Mr. Stubbs' motion concerning the mailing address (currently tabled)
 - 2) Mr. Brown's motion concerning uniform shirts (currently tabled)
- G) New Business
 - 1) Motions from the Information Committee
 - 2) Motions from the Training Committee
 - 3) Motions from the Operations Committee
 - 4) Motions from the Floor
- H) Announcements
- I) Adjournment

This is a petition of the General Membership of the ASRC for the proposed By-Laws to be considered and voted on by the General Membership of the ASRC at the next ASRC General Membership meeting.

The proposed By-Laws are listed together with the appropriate signatures however the failure of any one proposed By-Law to obtain sufficient support shall not be taken to invalidate any of the other Proposed By-Laws.

Proposed By-Law #1

The ASRC Board of Directors must hold a meeting within 30 days to discuss and vote on any ASRC business if such a meeting is called for by a vote of at least $\frac{1}{2}$ of the ASRC voting members or by a plurality vote of at least $\frac{1}{2}$ of the ASRC member groups.

Sponsors

- ① Paul S. Robins *Signature*
- ② E. Henry P. Blair, Jr. *Signature*
- ③ Betty P. Thomas
- ④ W. H. [unclear]
Karl Grove *Signature*

Proposed By-Law #2

The Board of Directors of the ASRC shall be composed of 2 individuals elected by each group to serve on the Board of Directors of the ASRC and a single individual

elected by a majority vote of the conference voting members voting at large to serve as Chairman of the ASRC Board of Directors.

The ~~vote~~ at large election of the Chairman may be done by ~~initial~~ voting within the groups individually or by a vote in a General Membership meeting.

Sponsors ① Paul S. Robb
② E. H. H. H.
③
④

Proposed By-Law #3

The Chairman of the Board of Directors shall vote only when the Board is divided by a tie vote. The Chairman may abstain from a tie vote and thereby refer the issue to a vote of the ASRC General Membership.

Sponsors ① Paul S. Robb
② E. H. H. H.
③
④

Proposed By-Law #4

The General Membership of the ASRC may decide policy for the Conference by a $\frac{2}{3}$ vote if the Board of Directors is split by a tie vote.

Sponsors ① Paul S. Robb
② E. H. H. H.
③ Betty P. Thomas
④ ~~John~~ ⑤ Kent Green

Proposed By - Law #5

The General Membership of the ASRC can overrule a decision of the ASRC Board of Directors by a $\frac{2}{3}$ vote. Such a vote may be held in an ASRC General Membership meeting or by independent voting within the groups which is then tallied.

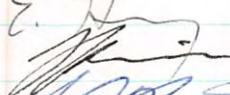
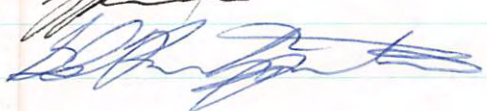
Sponsors

- ① Paul S. Lobbis
- ② E. Henry K. Chis, Jr.
- ③ Betty P. Thomas
- ④ Kenel Grove

Proposed By - Law #6

The Group representatives to the ASRC Board of Directors shall not both be from the Board of Directors, or similar leadership positions, of their respective groups.

Sponsors

- ① L. C. Lobbis
- ② E. Henry K. Chis, Jr.
- ③ 
- ④ 

INFO

- Chris
- ① Give Copies to PVSARG for EMS Regulations
 - ② Follow Up on Scott Air Force Base
 - ③ EMS, CEES, Shenandoah, etc.
 - ④ Possible Newsletter
 - ⑤ Insurance, check NASAR

- Tom
- ① Give MRA application materials to Chris
 - ② Suggest to Cline to have Chris represent ASRC in ^{Weymouth}
 - ③ Keep up NASAR, MRA regulations

- Yorke
- ① Talk to Alice Starnely about coop-agreement
 - ② Give Comm Resp. Sheet to Larry + Tom + Chris
- (Secretary)
- ③ Get copies of minutes to Groups

- Gene
- ① Get address of guy in Ohio

TRN

- Gene
- ① Look into costs for patches

- Larry
- ① Mission Staff Training - refine
 - ② Training Status of Members
 - ③ Coordinating Joint Training
 - ④ SAR Management, establish course + date
 - ⑤ Medical Training, thought to policy (ASRC)
beyond Basic EMT.
 - ⑥ Training Records from Groups

- Curry
- ① Get Training Records from Robby for ASRC records
 - ② work out Joint Training with Larry, Keith, PVSARG, TRN
com CHAIR for June 11 week.

OPS

Yorke

- ① Publish Chib Sheets, MDF's, TAF's
- ② Mission Reports - gather, establish form
- ③ Equip Inventory
- ④ Commo Inventory, SOP, licenses

Chris

- ① Turn in Mission Reports to Yorke
- ② Gas Shortage - check at EMS in Richmond
- ③ Turn back one Mission Report used to write report to Yorke

BRMRG & PVSARG

- ① Gather Info for inventory of
 - equipment
 - publications
 - commo (?) done

Garth

- ① Get charger & nicades to Radio

All members

- ① All ASRC correspondence should be turned into ASRC INFO COMM.
- ② SOP. - copy of all ASRC correspondence to ASRC chairman.

Gen'l Membership

- ① Petition to think about for Oct 6-7
- ② Help ASRC committees

PVSARG + BRMRG

- ① Help Training Comm work out Joint Training

BRMRG

- ① Contact Ski Patrol
- ② ~~Think about ASRC add~~

PVSARG

- ① (m) Official, optional uniform
- ② Cards to members + Bob Barlow

ASRC Board

- ① Get and review ASRC Comm Chair Responsibilities
- ② Think about ASRC address change

Chris

- ① Setup Grange's mtv. lodge

ASRC Board Mtg July 1:
Motions TABLED -

- uniform shirts
- meeting address.

INFO. COMM:

- i- ASRC FACT SHEET V- KEITH'S FORMS.
- ii- EMS, OES REGULATIONS
- iii- INSURANCE / NASAR.
- iv- SLIDE PROGRAM

NEWSLETTER?

MOVE OCT MEETING TO LAST WAND
SWITCH W/M.S. + my SEAT.

NEW BUSINESS:

Combine ASRC / CACN dispatch?
State SAR council?

PO Box 440, Newcomb Station, Charlottesville
Virginia, 22901

Grave's Mountain Lodge
Syria, Virginia
22743

June 17, 1979

Dear Mr. and Mrs. Graves,

The Appalachian Search and Rescue Conference is holding its annual general membership on the weekend of ~~the~~ 6-7. We anticipate 30-40 people to attend the session. At this time I would like to inquire as to the availability of a meeting room, in which we can show slides. We would also like lunch on the 6th.

I was most impressed by your establishment when I recently visited it for dinner, and look forward to returning again soon. Thank you for your attention to this matter. I would like to know prices on meeting rooms and meals, as well as accommodations. There is no information available now as to how many will want to stay at the Lodge, but I doubt it will be a large number, as we are a local organization.

I look forward to hearing from you.

Sincerely yours,

Christopher Stubbs
Chairman, ASRC

April 24, 1979

Dear Tom,

Thanks for coming down with Larry to do the Mission Staff training with us. We all feel the session went well. I spoke to Larry about having the Board meeting at Yorke's on the 13th, at 10:00 as we discussed, and he said that the arrangements suited him.

There are a few things I'd like to discuss at the meeting.

- i Election of the new officers.
- ii General review of the standing of the Conf..
- iii Goals for the near future.'
- iv The OEES conference in Waynesboro.
- v Review of the Training Guide, as we discussed.'
- vi Joint training for the fall, maybe even the summer(on the ASRC level?).
- vii The tax-exempt status of the Conf.'
- viii Committee chairmen for the coming year.'

I guess these are the main topics, I hope we can fit at least some of them in. I'm still working on the Fact Sheet and I'll mail it to you once it's done. Our brochure is nearing publication, we're deciding on a printer this week, See you at Yorke's on the 13th.

Regards,

27 JUN

Chris -

I'm in a rush if I want to make today's mail - forgive my slop.

1) Here is my idea for an Order of Business

a) No motions are in order during "Reports"

b) Officers Reports pertain to ^{regular} duties or specific chores to officers - I can find none of the latter. You may wish to change this. eg. more Tax-exempt to Treasurer.

I will have a complaint that I didn't have conf roster from Larry (unless, of course, he comes through with one).

You might wish to warn Larry that a Treasurer's report ~~is~~ (oral) will be expected.

c) Reports of Standing Committees. Again, no motions. The items listed are those found in minutes from last meeting. Other items may be included by the chairman.

d) Ad Hoc Comm. . There were never formally established as such, but that's what they are. Warn Tom about his report.

e) I don't believe there is any other old business, but, as a matter of course, you should ask for any.

f) New Business. Ops. Com. will have three motion (at least). Think up any other business you want to cover.

2) I don't know what my schedule is for the weekend. Probably, I will arrive Sund. morning. Early, I hope.

3) Common stuff coming along OK. Garth is working out well. No SOP before Oct, but progress.

JL 6 p.m.