August 9, 1989

Dear Diane,

Please update TSAR's constitution, by-laws, and goals to reflect current conference terminology and progress towards goals to date. Please also update the goals to reflect new target dates. Otherwise things looks good and, as soon as we receive and look over the updates, we'll send the appropriate letter to Cady.

Sincerely,

Beth Pinkney
Member, BRMRG BOD

Follow up:
7/3/89 call to Dave Carter
- will send info.

May 22, 1989

Dear TSAR Folks,

I hope all is well down in your direction. BRMRG North has slipped into summer mode, and we are taking the chance to catch up on loose ends. First, we wanted to remind you that BRMRG business meetings are the third Wednesday of every month, generally at 1900 hrs., and that any and all of you are always invited. Also, ASRC business meetings are the first Saturday of every two months, with the next one being June 3. Bob Koester and I are the BRMRG Reps so if there is anything that you would like brought up or passed on, and you can't make a meeting yourselves, please let us know. I will work on making sure Diane gets a copy or summary of both organizations' minutes. Ed Sihler is BRMRG's new GTO and should be sending you our summer and fall training schedules soon.

Also, upon file inspection, we only have signed applications from the following of your members: Cindy Allgood, Dave Carter, Leonard Clark, Jess Haag, Bill Johnson, Dave Kahn, Colleen Lockhart (? Anderson), and Mike Squire. We need for you to send us forms for the rest of your folks who are qualified for call-out as soon as you possibly can.

Finally, Chris Ingle has informed me that under the new training standards, TSAR may have met many of the needed requirements for becoming a Probationary Certified Group. If you folks are interested in becoming such, please send me any and all supporting information you have, along with a general long term plan as to how you plan to meet the requirements necessary to become a Certified Group.

Let me know if you have any questions, and I hope the summer goes well for all.

Sincerely,

Elizabeth Pinkney
Member, BRMRG BOD

Inclosed: ASRC Articles of Incorporation and Bylaws, 11/12/88
cc: Deming Herbert

BLUE RIDGE MOUNTAIN RESCUE GROUP
P.O. BOX 440
NEWCOMB STATION
CHARLOTTESVILLE, VIRGINIA 22904

January 18, 1990

To the ASRC Board of Directors:

On Wednesday, January 17, 1990, at a meeting of the general membership, the Blue Ridge Mountain Rescue Group voted in favor of Tidewater Search and Rescue (TSAR) becoming a Probationary Certified Group in the ASRC with BRMRG as their sponsor. We, the Board of Directors of BRMRG, support this vote, and we agree to the responsibilities of the sponsorship.

Sincerely,

Deming Herbert, Chair

Jim MacMurray

Beth Pinkney

B

TIDEWATER SEARCH AND RESCUE GROUP BYLAWS

Version 1.3 October 3, 1989

ARTICLE I: Name

The name of this organization shall be the Tidewater Search and Rescue Group, hereinafter referred to as the Group.

ARTICLE II: Purposes

The purposes of the group shall be:

To provided a wilderness search and rescue capability and special techincal rescue capability to the Commonwealth of Virginia, contiguous areas, and other regions as necessary;

To conduct training programs in topics related to wilderness search and rescue, special technical rescue, and wilderness medicine;

To conduct and sponsor training programs in subjects related to wilderness safety and survival (preventative search and rescue);

To support public agencies, outdoors organizations, and educational institutions in ways compatable with the purposes of the group.

ARTICLE III: Members

Section 1: General

1.1 Membership in the Group shall be open to the public without discrimination by sex, race, age, creed, religion, nationality, or place of origin.

1.2 The classes of membership shall be as follows:

1. Active Members (ASRC)
2. Associate Members (ASRC)
3. Sustaining Members

The rights, responsibilities, and requirements for classes of membership shall be as set forth in the pertinent documents of the Appalachian Search and Rescue Conference, hereinafter referred to as ASRC.

1.3 Voting privilages shall be allocated as follows:

1. Right to vote in Group elections and on Group business: Certified Members and Associate Members (having completed one (1) year of membership) excepting those specifically designated as non-voting.

2. All ASRC business may only be voted upon be Certified Members as designated by the ASRC bylaws.

1.4 All Certified Members and Associate Members shall carry equivalent status in the ASRC.

1.5 Group personnel records shall be maintained by the Operations Officer. These records shall contain the information required by the ASRC as well as other information as needed to maintain accurate records and call-out rosters. The Call-out Roster shall be published every ninety (90) days or as needed, and a copy shall be forwarded to the Secretary of the ASRC Board of Directors.

Section 2: Application for Membership

2.1 Those wishing to become members of the Group shall secure applications and guidance from the Training Officer.

2.2 The Training Officer shall determine in which category of membership an applicant shall be placed, as determined by the guidelines as set forth in the Training Guide of the ASRC, and by Group Acts.

2.3 Applicants for Certified Membership shall be proposed to the Group by the Training Officer for a vote in accordance with the Bylaws of the Group and the ASRC.

2.4 Sustaining Membership may be proposed by any member, and said proposal will be studied by the Board of Directors for reccommendation to the members at a general membership meeting. All Sustaining Members shall have no voting privilages in the Group unless otherwise designated by vote at any general membership meeting.

Section 3: Dues and Fees

3.1 The Group shall assess dues at $20 per year which will be due October 1 of each year. These dues include the cost of one (1) ASRC patch per member if and when the member meets the qualification standards as set forth by the documents of the ASRC. Dues shall never be prorated.

ARTICLE IV: Officers

Section 1: Elected Officers

1.1 The elected officers of the Group shall be a Chairman, a Vice Chairman, a Secretary, two ASRC delegates, and two Virginia Seacrch and Rescue Council (hereinafter referred to as VaSARCo) delegates. These Officers shall be elected from among Certified Members
Section 2: Appointed Officers

2.1 The appointed officers of the Group shall include a Training Officer, Operations Officer, Recording Secretary, and a Medical Advisor.

2.2 The Board shall appoint members to fill the appointive positions (more than one appointive office may be held by a single member).

2.3 Officers may delegate specific duties to members, who shall report to the delegating officer.

Section 3: Duties

3.1 The duties of the Chairman shall be:

a. To call and conduct meetings of the Board of Directors in accordance with the provisions of Article V;
b. To call and conduct meetings of the Membership in accordance with the provisions of Article V;
c. To oversee the administration of the Group and to ensure that the provisions of these Bylaws, the ASRC Bylaws, and Training and Operational Standards of the ASRC are enforced within the Group;
d. To control all Group correspondence;
e. To control all Group public relations efforts; and
f. To supervise Group officers in the conduct of their duties.

3.2 The responsibilities of the Secretary shall be:

a. To serve as in the absence or incapacitation of both the Chairman and the Vice Chairman;
b. To record the proceeding of meetings of the Board of Directors and of any Membership meetings;
c. To maintain the records and correspondence of the Group; and
d. To fulfill other duties as designated by the Chairman.

3.3 The responsibilities of the Vice Chairman shall be:

a. To keep the financial records and accounts of the Group; and
b. To serve as Chairman in the absence or incapacitation of the Chairman.

3.4 The responsibilities of the VaSARCo and ASRC delegates shall be:

a. To represent the interests of the group in all transactions of both the President and Secretary.

3.5 The responsibilities of the Training Officer shall be:

a. To enforce the standards of the ASRC Training Guide;
b. To evaluate applicants and members for compliance with the standards of the ASRC Training Guide, in accordance with procedures specified therein;
c. To act as executive agent of the ASRC Board of Directors in conferring the various forms of membership upon Group members and applicants;
d. To propose to the membership sll applicants for types of membership as specified in Article III, Section 2.3 of this document; and
e. To ensure that the Secretary of the ASRC Board of Directors is informed of all membership actions taken by the Training Officer within 90 days.

3.6 The Duties of the Operations Officer shall be:

a. To maintian the Group in a state of operational readiness;
b. To supervise the maintenance of Group Equipment;
c. To maintain the Group's alerting system;
d. To monitor Group communications equipment and policies;
e. To make recommendations to the Membership regarding the purchase of new equipment; and
f. To supervise the Group's store of equipment and supplies for resale.

Section 4: Elections

4.1 Elections of officers shall be held every two years.

4.2 During August of each election year, nominations for the elected officers shall be accepted from the membership.

4.3 At the annual meeting in September of each election year, the Membership shall elect new officers.

4.4 The new officers shall take office October first.

Section 5: Term of Office

All officers shall serve until their successors are elected or appointed. All officers shall assist their successor and turn over any unfinished business or properties of their office.

ARTICLE V: Meetings

Section 1: Meeting Dates

The Group shall meet on the fourth Wednesday of each month.

Section 2: Annual Meeting

The Group meeting on the fourth Wednesday of September shall be known as the annual meeting.

Section 3: Special Meetings

3.1 A Special Meeting may be called by the Chairman, by a majority of the Board of Directors, or by one-third (1/3) of the membership with Group voting privilages.

3.2 Notice of a Special Meeting shall include the business to be transacted, which is the only business that may be transacted at that meeting.

3.3 Notice of a Special Meeting shall be mailed to all members with Group voting privilages at least one (1) week prior to that meeting.

Section 4: Quorum

A quorum shall consist of one-third (1/3) of the total members with voting privilages (i.e. one-third (1/3) of those with Group voting privilages for group business, and one-third (1/3) of Certified Members for ASRC business or election of new Certified Members).

ARTICLE VI: Board of Directors

Section 1: Board Members

The Board of Directors shall consist of the Chairman, the Vice Chairman, the Secretary, the two ASRC delegates, the two VaSARCo delegates, the Training Officer, and the Operations Officer. All elected officers shall hold two (2) votes on the Board, and each appointed officer shall hold one (1) vote. No individual shall hold more than two (2) votes at any time.

Section 2: Board Duties

The Board of Directors shall have general supervision of the affairs of the Group between its business meetings, make recommendations to the Group, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Group, and none of its acts shall conflict with goals of the Group, or action taken by the Group.

Section 3: Meetings of the Board

Meetings of the Board shall be held at the call of the Chairman or of three (3) Board members.

Section 4: Board Quorum

A quorum of the Board shall consist of one-third (1/3) of the Board members or three Board members, whichever is greater.

ARTICLE VII: Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Advised shall govern the Group in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Bylaws of the ASRC, and any special rules of order the Group might adopt.

ARTICLE VIII: Decision Process

In any prolonged decision process, especially regarding heated ort emotionally charged issues, any voting member shall have the right to postpone the decision until the next regularly scheduled meeting, or any properly called Special Meeting. At that meeting, the business in question shall be resolved by two-thirds (2/3) vote of all of the voting members (including proxies). In the case of emergency decisions, the Board shall have the right to override this rule, but only with a two-thirds (2/3) vote during a Board meeting at which a quorum is present.

ARTICLE IX: Amendments

These Bylaws may be amended at any regular meeting of the Group by a two thirds (2/3) vote, provided the amendment has been submitted in writing at either the previous regular meeting, or by mail, at least thirty (30) days in advance.

3321 Dunedin Drive 22321
Chesapeake
Dianne Burroughs

January 18, 1990

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Sincerely,

Deming Herbert, Chair

Jim MacMurray

Beth Pinkney

TIDEWATER SEARCH AND RESCUE GROUP

Revised: 1 December 1989

Short Term Goals	Objectives	Target date	Completed	By whom
I. Have required personnel for full group status by 15 May 1991				
	2. Do annual recruiting	9/89	9/89	
	3. Do annual recruiting	9/90		

LONG TERM GOAL - Become a qualified Probationary Group by 1 JAN 90

Short Term Goals	Objectives	Target date	Completed	By whom
Obtain Tax Exempt Status by 1 SEP 88.			6/03/88	
Develop Group By laws by 1 May 1988			5/01/88	
Meet financial obligations as defined by ASRC BOD by 1 AUG 89	1. Discover what obligations are	12/87	12/87	Bill Johnson
	2. Pay the money to ASRC	8/01/89		Bill Johnson
Delegate one non voting member to BOD by 1 JAN 88	1. Hold group election to elect member	10/87	01/89	Mike Squires/Mark Eggeman
	2. Notify BOD of person elected	12/87		Dave Carter
Write a callout procedure by 1 MAY 88		10/87	01/01/88	
Acquire the necessary gear to meet the minimum ASRC standard	1. Acquire a list of needed equipment	11/87	11/87	Diane Burroughs
	2. Form a committee to develop a plan	11/87	6/89	Dave Carter
	3. Committee to develop a plan and submit to BOD	1/90		
	4. After approval, submit plan for group voting and committment	3/90		
Establish an ongoing training program which will meet the ASRC training standards by 30 OCT 89	1. Appoint a Training Officer who will does meet the standards and who is dedicated and willing to work.	11/87	09/89	Diane Burroughs
	2. Develop 12 month in service training plan following GSAR format and submit to BOD	12/87	10/89	Diane Burroughs
	3. Coordinate the proposed plan with BRMG Training Officer	12/87	10/89	Diane Burrough
	4. Publish plan to group and copy to BRNG.	1/88	10/89	Diane Burroughs

Long Term Goal - B. To be able to respond to a small scale mission/incident with our own resources

Short Term Goals		Objectives	Target date	Completed	By whom
B.1. Develop and Train overhead team of four people by 31 DEC 89	1.	Four people will have satisfactorily completed MSF	12/89	11/89	Dave Carter
	2.	Set up or participate in a minimum of two simulations per year using the trained overhead tea.	3/90		Diane/Dave
	3.	Set up table top mission every other month.	1/90		Diane/Dave
B.2. Have a minimum of eight field team leaders by 31 Oct 88				01/89	
B.3. Have two qualified mantrackers by 31 OCT 88.				10/88	
B.4. Have twenty five qualified searchers by 1 JUNE 90	1.	Recruit 25 searchers	5/90		
	2.	Hold quarterly training sessions searchers.	10/90		
B.5. Obtain helicopter use for overhead team by 1 JUNE 90	1.	Contact different agencies to determine if transportation for overhead team can be arranged	3/90		Dave Carter
	2.	Report to group about findings	4/90		Dave Carter
	3.	Negioate agreements as required.	5/90		Dave Carter
B.6. Obtain an medical kit by 31 DEC 89.	1.	Obtain ALS list from Bob Koester of materials needed for kit.	2/88	2/88	
	2.	Make a copy of list and distribute to all members	2/88	4/89	
	3.	Determine who has what that can used and what is already on hand.	12/89		Ruth Scott
	4.	Obtain information on prices and sources.	3/90		Ruth Scott
B.7. Have technical rescue capabilities by 31 OCT 89	1.	Obtain requirements for technical rescue from ASRC.	1/88	1/88	Dave Carter
	2.	Set up schedule with ASRC for testing of technical rescue.	9/89	11/89	Diane Burroughs
B.8. Obtain and assemble a a technical evacuation and extrication kit by 31 OCT 89	1.	Obtain a list of materials from BRMG	12/87	06/88	
	2.	Make a copy and distribute to group	12/87	04/89	
	3.	Obtain prices and sources	2/88	04/89	
	4.	Obtain Gear	6/90		
B.9. Establish a communication system for mission use, callout and electronic search	1.	Obtain prices and sources regarding radios.	1/88	4/89	Bill Johnson
	2.	Obtain information on ELT search equipment.	1/88	4/89	Dave Carter

B.10. Obtain topographic maps for the State of VA and its surounding boundries by 1 APR 90.	1. Research locations that have sets of maps we can use or copy from.	3/88	10/89	Bill Johnson
	2. Obtain permission to access maps 24 hours per day.	2/90	_____	Mike Squires
	3. Obtain maps for our immediate area	1/88	11/89	Bill Johnson
B.11 Obtain a locker and base of operations by 31 MAR 88.	DEFERRED FOR THE IMMEDIATE FUTURE			
B.12. Obtain a search kit by 1 MAR 88.	DEFERRED FOR THE IMMEDIATE FUTURE			
B.13. Plan fund raising and procurements by June 90	1. Write up needs assessment	3/88	4/89	_____
	2. List what physical equipment members and we have already.	12/89		Ruth Scott
	3. Appoint a committee to develop fund raising process.	4/89	8/89	Dave Carter
B.14. Establish a Training calendar to meet other ASRC demands by 12/89.	1. Appoint a training officer	3/88	3/88	Diane ~~Johnson~~ Burroughs
	2. Develop a training calendar.	3/88	9/89	Diane Burroughs

Training Calendar - Tidewater Search and Rescue Group, Inc.

DATE:	TRAINING:	INSTRUCTOR:	PLACE:
Oct. 12	FTM Info. for Personal Equipment; Land Nav.; ELT	BURROUGHS	MY PLACE
21	Legal Aspects; Search Skills	NEWPORT NEWS ?	
Nov. 8	FTM Rope Work; Belay; Liter Handling;		
11	ASRC Written FTM Test		
12	BRMRG FTM Practical		
Dec. 2	Rope Ascending/Descending Technical Hardware		
8 - 10	Wakefield GSAR		
16-17	Winter Camping; Tracking Team Practice		
30	X-mas Practice		
Jan. 10	Land Navigation for FTL		
13	Table Top Mission		
Feb. 3 - 4	Wilderness First Aid (16hr.)		
Mar. 10-11	SAR Simulation (Dismal Swamp)		
Apr. 14-15	Overnight SAR Practice Newport News		
May 12	FTL Test		
19-20	FTL Practical		
June 6	SAR Ops - Field Ops (IS)		
9	Table Top Mission; Dinner Picnic		
July 14-15	Camping Trip Shenandoah		
Aug. 8	Base Communications (IS)		
11	Table Top Mission with Communications		

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Sincerely,

Deming Herbert, Chair

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Beth Pinkney

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