

CSRB Meeting Minutes
Director Meeting – 15 November 2014
Arapahoe Rescue Patrol
Littleton, CO

Director Attendance:

Note: An "X" indicates attendance. A "P" indicates attendance via phone

Paul Woodward President	X	George Janson VP	X	Dan Remsburg Secretary	X
Mike McDonald Treasurer	X	Greg Foley Director	X	Mark Rowland Director	
Jeff Sparhawk Director	X	Tim Holden Director	X	Lanny Grant Director	X
Tim Schlough Director	X	Frank Tadeo Director	X	Kim Veitch Director	

On phone via Conference Call:

Dave Haskins	Rampart Rescue
Nick Kempin	Crested Butte
Eric Niemeyer	Western States
Bonnie Guzman	CO Forensic Canine
Jeff Hebert	SARDUS

Meeting started at 1142

1. Sign in Sheet for those in attendance, via phone shown above.
2. **Minutes:**

Motion:	<i>To approve the September 2014 BOD minutes.</i>		
Discussion:	None		
Proposed by:	Holden	Seconded:	Schlough
Results:	Passed - Unanimously		
Abstentions:			

3. Financial:

- a. In the black. Mike McDonald went over the handout of the budget and financial report, and answered any questions brought up. The \$500 for IKAR on the report was actually in last year's budget.
 - i. Directors accepted the report without objection.
- b. Bruce Fosdick – wants to strike the language in the proposed Investment Policy about transferring funds at the end of the year from the Greg Mace and Peter Peelgrane funds to the General fund.
- c. 2013 Tax return to be signed today and mailed on Monday.
- d. Secretary of State Periodic Report is due in late November. Woody will take care of this at the same time he registers the new Articles of Incorporation. There was discussion about CSRB doing a Charitable Solicitations Filing with the Secretary of State. It was agreed by all Directors that this should be done.
- e. Dues: There was discussion about the different amounts of dues that should be paid each year. Because we only have two different Membership categories, the decision was made to only have two different dues amount.

Motion: *To set the upcoming annual dues to \$75 for SAR Teams and \$15 for Associates*

Discussion: Question on need and what impact it may have on the finances.

Proposed by: Tadeo **Seconded:** Holden **Abstentions:** 1 - McDonald

Results: Passed - 9 in favor, 0 opposed

- f. **SAR Conference Scholarships:** Discussed the points provided by Mark Rowland regarding the distribution of scholarship funds for the conference. We all agreed that we did not want to have people “double-dipping” by being funded by the SAR Fund and getting a scholarship from CSRB. Discussed the recommendation to use \$6000 for scholarships.
 - i. Need to appoint a small committee of Directors to review the applications and set it up in Tiers.
 - 1. No objections to allocate the funds.

4. **Administrative:**

- a. Paul Woodward (Woody) has set up a number of meetings with the Sheriff Association in December and January. CSRB will be meeting with the newly elected Sheriff’s in December and will attend the Sheriff’s conference in January of 2015.
- b. Address Change: Looking further into it. The Post Office will forward mail for a year if it is a Change of Address.
- c. SAR Fund: Jeff Sparhawk was appointed as the new CSRB Representative for a two-year term ending in June of 2016. The Advisory Council now has eleven members.
 - i. Howard Paul discussed some issues with the Year-end awards process including the Program Director’s ability to issue funds despite the recommendations of the Advisory Council. Does CSRB wish to raise concerns about this issue with the Program Director?
 - 1. BOD approved to authorize Howard Paul and Jeff Sparhawk to discuss this at the next Advisory Council Meeting in January to get clarification.
- d. CSRB Listserver Issue: We currently have 3 ways of getting information out to our membership.. One way is through Yahoo groups, a second way is through a program called Vertical Response and the third way is to send information through a Director’s personal email program (40 at a time) using all the email addresses in the CSRB Membership database. Not all current members belong to the public Yahoo Group that currently has over 400 members and there is no way to determine who these people are since there is no name associated with each email address and the Vertical Response program does not allow us to send attachments. Don Davis is going to look into the issue. Since we already have a Google account set up, setting up a Google email program for CSRB may be the answer in 2015. We already are using it for document storage.
- e. Don Davis has been testing a new program called FormSite to see if it will work best for our needs of Membership fee renewals, Scholarship applications, donations, MLSO class payments, etc. He feels it would be the best option for us. Cost would be \$50 per month w/auto renewal each month. Annual cost is the same but does not auto-renew.
 - i. BOD decided to accept this recommendation and fund it for two months initially. We will put it in the budget for next year and reimburse Don Davis for costs already incurred.
- f. Jeff Sparhawk brought up the question he posted to the BOD about what information do the Directors need to confirm that an organization be considered a “SAR Team”. The Directors agreed that an affirmation check box on the yearly Membership application would suffice.

- g. CSRB is still in search for a person to chair the Education Committee. Is anyone willing to step up and chair this?

Meeting adjourned at 1300. 10 minute break until next meeting.

Submitted,
Dan Remsburg
CSRB Secretary