

CSRB Meeting Minutes
Director Meeting – 21 February 2015
Via Phone Conference

Director Attendance:

Note: An “X” indicates attendance. A “P” indicates attendance via phone

Paul Woodward President	P	George Janson VP	P	Dan Remsburg Secretary	P
Mark Rowland Treasurer	P	Greg Foley Director	P	Tim Schlough Director	P
Jeff Sparhawk Director	P	Tim Holden Director	P	Frank Tadeo Director	

Also on phone via Conference Call:

Bruce Fosdick Douglas County SAR

Meeting started at 1502

1. Sign in Sheet for those in attendance via phone. Secretary checking attendees in.
2. **Minutes:**
 - a. Consensus approved draft minutes from BOD Meeting of 11/14/2014.
3. **Financial:**
 - a. Treasurer Mark Rowland went over the proposed budget. We all agreed that the budget could be put on the website but in a members-only area for all members to see. We did discuss that, since we are a non-profit organization, that some of the records are open upon request, should there be one.
 - b. During the review of the 2015 budget, we discussed the purchase of a phone conferencing system. It was determined that there was not a great enough need for it for the remainder of the year. Stricken from the budget.
 - c. Mailbox: Discussed the change to a permanent mail address for CSRB. Mailboxes will forward mail to whoever we designate. As this facility near Paul (Woody) Woodward’s, he can pick it up for now and forward to Mark Rowland, as needed. There will be a charge of \$255 for the next 12 months with a key. \$20 per month after that. They will forward to the officer’s address. \$3 per forward. Renewal date for this new permanent address will be on March 1st each year. Our old box will remain open until October.
 - d. Business Cards: Discussed business cards for the officers and costs involved. Woody will get with Howard Paul about getting the template out. Directors could print out their own cards.
 - e. Form Software: Discussed costs and usage involved with the form software requested by Don Davis for use on our website. It interfaces extremely well with PayPal. This is a service that costs \$50 per month, or \$600 per year. We all agreed that we will use it until the end of the year and see where we are at that time.
 - f. MLSO: Lengthy discussion on course reimbursements to instructors and what is proper without getting into an employer/employee scenario. How much to reimburse? How much of a loss for the training is CSRB willing to accept? The training group is going to take a more in depth look at this.
 - g. 2015 Budget – Consensus approved with changes discussed. A new budget sheet will be sent out with the changes and is attached hereto.
4. **Administrative:**
 - a. CSRB List Server – Discussed the new member list server. We are currently asking teams for two e-mail contacts per team to hopefully ensure all members of the teams get the info passed. Unfortunately, that is now always the case and we hear reports of people

not getting info that was put out. Team contacts need to assume responsibility to get the info out to their teams

- b. The forms software seems to be working well for the online apps.
 - c. 2015 Member List: Moffat SAR's application just came in today, so they can be added to the team list provided for the meeting. Mineral County's request will have to be moved to the membership meeting along with Colorado Forensic Canines. We have not received a renewal for Pueblo ESB for 2015. (*Note: this came in a day after the BOD meeting. – Sec.*) Consensus to approve the membership list with adding Moffat and moving Mineral to the membership meeting. The President will reach out via letter to the teams/members who were members in 2014 but have not renewed for 2015. Approved 2015 Membership list attached hereto.
5. **SARCON 2015:**
- a. The MOA is all agreed upon and is in the process of getting the signatures on it. This had to be done before the vendors apps could be acted upon.
 - b. An e-mail was sent out to all teams about the scholarships available.
 - c. Discussion on costs, meals, lodging, budget, etc. for the conference.
6. **Other:**
- a. Jeff Sparhawk notified the Board regarding concerning activity from a new organization named Rocky Mountain Search and Rescue Assistance, Inc. out of Fort Collins. CSRFB will continue to monitor the activities of this organization.
 - b. Newsletter: Need to include a disclaimer about courses posted in the newsletter that CSRFB is not sponsoring. Disclaimer to state that CSRFB does not sponsor, endorse, or hold any responsibility for the course. Consider if the class is beneficial to the SAR community, even though CSRFB has nothing to do with it.
7. **Action Without a Meeting:**
- a. **To approve the SARCON 2015 Master Agreement as written in the attached version and give the President of CSRFB the authority to sign this document.**
In Favor:
Dan Remsburg
Tim Holden
Mark Rowland
Tim Schlough
Woody Woodward
Frank Tadeo

Abstentions:
Jeff Sparhawk
Greg Foley (did not vote by deadline)
George Janson (did not vote by deadline)

The motion has passed and as long as there are no changes to the document, the President is now authorized to sign it on behalf of CSRFB.

Meeting adjourned at 1722.

Submitted,
Dan Remsburg
CSRFB Secretary



SARCON 2015
MASTER AGREEMENT