

ISARC Board Meeting on April 6, 2019

The April 2019 ISARC Board meeting was held at the Peru Rescue Station. Members present at the meeting were Ed Kemper, Jason Buckley, Chairman Ally Burns, Treasurer Carol Lusksey and Secretary Tom Foust. There was a guest present, Mike Burns.

The Secretary's minutes of the previous board meeting were read. It was suggested that the minutes be e-mailed to the members and they could be read and corrected by the board members if needed and approved at the next meeting. The board agreed with the idea. Carol said that she would like a change noted that we wanted to close the Busey Bank account because it was inconvenient and that was the reason for closing it. Jason moved to approve the minutes and there was a 2nd by Carol and motion passed.

The treasurer's report was given by Carol. She handed out copies of the past 3 month's report of expenditures. These are attached to this report. She said that there were some bank charges that should not have been and she will talk with the bank to get these corrected. An error was found when the numbers were carried over to the new report as the actual total is \$22,700. There was a question of why the change in amounts and this was because of the money spent at last year's conference for speakers. It was also found that the organization had not paid taxes. A motion was made by Jason to have Carol check with an accountant to follow up about the taxes, with the thought that it was better that we approached the government than they come to us. This would include all current accounts. This also covered any fees that she might incur. There was a 2nd to the motion by Ed and the motion carried.

Ed moved that there was an outstanding bill to Kim Gotte for past purchases that she had made for the conferences and classes that ISARC had been teaching the equipment for the BNAV classes. The total was \$3,378.07. There was a 2nd to the motion by Jason and it carried.

There was a discussion about getting the account at the BUSEY bank closed. They were working with Eric Hodes from Bloomington on this. Jason moved to get this account closed and have the money moved to the Chase bank account. Ed made a 2nd to the motion and the motion carried.

The board had a long discussion about a member team not returning. They did not feel they were getting a benefit for their money. One of their members did state that another team member had just completed a BNAV class at no cost. Some other problems that came up was this team did not feel that they got called out enough for searches or having a Train the Trainer Class for GSAR. These questions were answered and they are renewing.

This brought up another question as if we were doing everything we can for the members. One of our problems being is that we do not have enough instructors for all the classes that all the teams want.

The next topic that came before the board was if anything had been done with, " I AM RESPONDING". And if this would help out how teams are called. Kim does handle the Hotline and she does have a back up if she is not available. This will be followed up at the next board meeting.

The next discussion was about the membership of Illiana SAR. They had sent a check and it has been sitting there since January. Tom moved to accept Illiana GSAR into membership with a 2nd by Carol.

There was an application from the North Aurora CERT to join ISARC was read and Tom moved to accept them, 2nd by Carol, and that motion passed.

It was at this point Ed talked about the new application and the things that will be expected as a team. He has set a standard that new teams should meet and what current members need to rise to. There was a long discussion on this. There was a motion by Jason to suspend the current application from the web site. This was because it did not have enough information and will be replaced with a more updated board approved one. 2nd to the motion was made by Ed and motion carried.

CONFERENCE

Some of the classes being taught at this year's conference is hopefully BNAV of we can get the instructors and Kim is teaching Lost Person Behavior and a SARIO class. Discussion about ideas like a raffle with prizes. But after consideration, thought it was not a good idea. And for the expenditures we should try to keep them to a minimum. More information at next board meeting. There was a discussion about teaching more of our own classes at the conference in 2020. One of these classes could be an 8-hour GSAR refresher.

CURRICULUM

Carol handed out the new student manual for the updated GSAR class and would like the board to approve it. The GSAR classes had been updated and beta tested. They would like it approved by the board. Carol said that she would send out a reminder for the board members to cast their vote.

There was a discussion about making BNAV a pre-requisite before taking Gsar and also work on shadow training to help get more BNAV instructors. Tom moved to let BNAV instructors teach individual to be instructors for BNAV. Ed also was also concerned about the lack of equipment i.e.: handouts.

There was also a big discussion about possibly getting a list of instructors and who is up date list to teach. There was a thought of charging for some classes like GSAR to get a buy-in from the host agencies so we don't have a class with 35 people registered and only 10 show up. This way we do not waste resources with having too many instructors. We talked about having the host agency be responsible for the classes which would include printing, mileage and rooms for the instructors if they have to travel. No action taken at this time.

There was a discussion to see if Kim would provide a monthly report the dates and times of classes taught, classes to be presented and call out information.

Ed brought up the idea of having a task book for the BNAV class. This is because we are looking for instructors to learn by shadowing other instructors to make sure that they are qualified to teach. At this time, this was tabled. But this was thought this would be good for all our classes and positions.

Ed talked about Mutual Response Committee. They are not been meeting at this time. Ed would like us to make sure that we look at the resource guide and typing tool by next meeting. It was also discussed about having job specific training like staging or flanker so we know qualifications and do a better job and put the right people in the right places. Ed explained that the committee would meet with each agency and explain the resource guide and the requirements. As with the training to a have card with the person's qualifications that can be scanned at the scene of a call out.

Mike Burns was up to talk about the outreach committee. We talked about inventory we had about and how to get items to people who paid for things but did not get what they ordered. Tom stated that he had all the merchandise and if we have it, he will get it to them if we have proof. Tom will also make an inventory of all items that we have. Mike stated that he was looking up a different way to do merchandising and found two sites that might work. One was CAFÉ PRESS and people could order something through them. They do not offer embroidery. We tell them what we want to sell and they print, pack and ship it. We don't touch it. Any conflicts go through them and not us. There was a question about security so no one outside our organization could order items. We would control when the site was opened and closed. It would only be live for a short time. The other one was PRINTFUL. They offer embroidery and printing. The member would have a log in with a number that we provide and again we would not touch it. We could sell what we had at the conference and if we did not have it then they could go on the website and order. There would be a 2-3week turnaround time. Mike's next topic was setting up an Email contact sites so we could send out mass mailing to members. This is being done because some messages go to point of contact but do not go any further. There were two sites, one is Constant contact and the other was Mail Chimp. The costs for Constant Contact are \$200 a year and Mail Chimp is \$100. There was a discussion as why this was needed and Carol made a motion to have Mike open up a Mail Chimp account and Ed made a 2nd to motion and the motion carried. Mike reported that he was looking into setting up a data base. Once we will get a 501C3, we can get this for free. We can get this taken care of. Mike said that his committee was working on a SOG for social media. And he will bring that to the board when completed. Mike also noted that one our Facebook page that Kim was the only administrator and there were editors. It was thought that we needed several other administrators in case something does happen.

Ally brought up the 501C3 and there is nothing on that at this time.

Ally brought up that Matt asked about Mental Health First Aid. If it would qualify for continuing education. There was a motion by Jason that Mental Health First Aid would qualify and Carol made a 2nd to the motion and the motion carried.

Ally asked if there was any further business to come before the board. With no further business, there was a motion by Jason to adjourn the meeting. Ed made a 2nd to the motion and the motion carried. The meeting was adjourned.

Minutes respectfully submitted

Thomas Foust, Secretary

