

**RBCERTAA BOARD MEETING**  
**April 8, 2009**

Attendees at this meeting:

<b>RBCERTAA Board Members</b>	<b>Present</b>	<b>Guests in Attendance:</b>
President- Marcelle McCullough	X	Phil Perlos
Vice President- Mike Grady	X	Chris Meyers
Treasurer- Sandy Marchese	Excused	Courtney Steeneken
Secretary- [Position Vacant]	-	Kathy Cook
Jennifer Adam	A	Susanne Rengo
Bob Applegate	X	Gloria McClusky
Phil Gilbreth	X	Daryl McClusky
Gary Horn	X	Noble Smith
Bob Heil	X	Jean Morris
Bob Kumler	X	Vicki Ruch
Doug Rodriguez	X	Lauraine Caruana
		Connie Jo Hamilton
<b>Fire Department Liaison:</b>		
Dan Bliss	A	
A = Absent		

- 1) **CALL TO ORDER** ~Marcelle  
 Marcelle called the meeting to order at 6:35PM.
- 2) **INTRODUCTION OF GUESTS** ~Marcelle  
 The guests listed above were introduced.
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions** ~Marcelle  
 There were no changes to the agenda.
- 4) **Board Position Approval** ~ Mike  
 Courtney Steeneken (Vote was held and decision was unanimous in favor of approval)
- 5) **CALL FOR APPROVAL OF MINUTES** ~ Mike  
 Mike asked that it be checked to ensure nomination of Courtney Steeneken was on them. With that they were approved unanimously.
- 6) **OLD BUSINESS:**
  - A. **TREASURER'S REPORT** ~ Mike
    - i. Presentation and call for approval of April 2009 Treasurer's Report  
 The Treasurer's report was accepted as presented.
    - ii. Revenues received, reimbursement requests and presentation of current bills for payment  
 No additional receipts were presented for reimbursement.
    - iii. Non-profit status and link <http://www.irs.gov/app/pub-78/forwardtosearch.do>

## 7) NEW BUSINESS:

### A. Topics of discussion

- i. Mandatory April Training Update and RSVPs (Marcelle estimated 30 so far)
- ii. Board Position Prospects – Open Door policy with Captain Bliss (Marcelle)
- iii. Raffle Ticket sales update and weekend sales at storefronts (Mike suggested that we sell tickets at storefronts in the city. It was suggested that we also look into selling at the Fire Department Open House, Armed Forces Day in Torrance and at Spring Fest. Phil Gilbreth and Vicki Ruch will look into the possibilities and put a plan together. A sign up sheet was passed around.)
- iv. Picnic June 7<sup>th</sup> ~ Marcelle  
RSVPs requested and more information to follow in weekly updates
- v. California Volunteer Disaster Corps ~ Marcelle  
Meeting April 10<sup>th</sup> to be attended by Marcelle and Sandy  
How can we represent you? (Many comments were shared along with ideas for Marcelle and Sandy to consider) A motion was made by Mike, second by Gary to pay \$35.00 dollars for travel expense. Vote was approved unanimously
- vi. Election Process Begins ~ Mike  
Reminder of CPR & FIRST AID renewal and requirement  
Synopsis/Bio  
Show of hands for anyone not planning on running again (3) Mike Grady, Bob Heil & Marcelle McCullough (although Marcelle will perform role of Past President as outlined in Bylaws)
- vii. Weekly Update to continue through May for April Mandatory Training, Picnic, Raffle Tickets ~ Marcelle

### B. Fire Department Corner ~ Captain Dan Bliss (Absent Marcelle spoke)

- i. Request Street Banner Purchase (Board OK'd her looking into banners and making a suggestion to the Fire Department)
- ii. Class 40 Graduation Recap by Connie Jo Hamilton in which she said the fire department did a great job. It was a fun and very worthwhile day/program.

### C. Committee Updates

- i. Communications ~ Bob A.
  - a. Newsletter (Looking into making a new newsletter)
  - b. Website ~ Bob Kumler (Has make updates within the next 10 days to 2 weeks)
- ii. Equipment ~ Phil
  - a. Update on inventory (Will pick up photos taken of inventory from Mike)
  - b. Moving to new unit (Needs just a few helpers) Marcelle will include in weekly update the need and have them respond directly to Phil.
  - c. Courtney suggested we have a list of those that can pull the trailer and offer training for them with verification of their auto insurance, Phil to follow up.
- iii. Funding/PR ~ Marcelle
  - a. CERT Facebook? Discussed interest and passed till May meeting
  - b. Post Training on YouTube? Was agreed by board if Marcelle can provide a non-CERT member to videotape the April 26<sup>th</sup> Training we could edit to have board approve posting on YouTube for alumni viewing.
- iv. Community Relations ~ Gary
  - a. Upcoming Events
    - i. Fire Service Day Booth May 9<sup>th</sup>
      1. Volunteer sign ups needed (Marcelle will again put in weekly update)
      2. Raffle Tickets still need to be aggressively sold. Members can pick up tickets from Mike's shop.
      3. Academy 41 Applications
    - ii. Relay For Life July 2009 – Gary (Gary asked to look into location of RFL)
      1. Meeting 2<sup>nd</sup> Tuesday of April

- v. Apparel ~ Marcelle (need committee chairperson) Courtney agreed to assist Marcelle
  - a. Where is pricing sheet (Everyone agreed that we need to update apparel and inventory then order as needed)
  - b. Who has inventory? In storage?
  - c. Orders for polo shirts taken April and delivered June?
  - d. Gary offered contact for pricing.

## 8) ANNOUNCEMENTS

### A. Free Training

- i. Conducted by Children's Hospital Los Angeles Pediatric Disaster Resource and Training Center
  - Date: August 18, 2009
  - Time: 7:30AM – 4:00PM
  - Location: California Endowment, 100 N Alameda St., LA 90012
  - Contact: Marcelle for registration form
  
- iii. LA CERT Refresher – Marcelle will put into weekly update. It was suggested by Phil who attended last year that if attending you bring cash for lunch and purchases. No credit taken.
  - Date: May 2<sup>nd</sup>
  - Time:
  - Location: LA County Fairplex in Pomona
  - The drill is open to all graduates of CERT training programs.
  - Contact: Linda Underwood at [www.cert-la.com/refresher.htm](http://www.cert-la.com/refresher.htm)

## 9) OPEN FORUM

- A. Chris Meyers Mentioned June NIMS Training with Torrance CERT (Marcelle to confirm and include in weekly update)
- B. Update on Manhattan Beach CERT – Congratulate them on their \$15k donation from MBHOA  
Marcelle mentioned continuing conversations on CERT Mutual Aid
- C. Our hotline renewal was discussed and Marcelle presented that AAMCOM (owned by Commissioner Steve Diels has offered to host RBCERTAA gratis. Board asked Marcelle to confirm we could keep same number (which is preferred) but no objection to changing service provider to AAMCOM.

10) ADJOURNMENT ~ Marcelle Gary made the motion second by Doug adjournment at 8:34pm