



Meeting attendees:

RBCERTAA Board Members	Present	Guests in Attendance
President - Sandy Marchese	X	Phil Perles
Vice President - Doug Rodriguez	X	Lauraine Caruana
Treasurer - Nancy Nickels	X	Debbie Bina-O'Brien
Secretary - Bob Applegate (6:39)	X	Flo Hartfield
Dave Buckland	X	
Gary Horn	X	
Marc Lear	Absent	
Marcelle McCullough	X	
Susanne Rengo	X	
Courtney Steeneken	X	
Open Board Position		
Number of Board Members Present	9	
Fire Department Liaison		
Captain Dan Bliss, Chief Lepore	X	

X = Present

The regular monthly meeting of the Redondo Beach CERT Alumni Association was held on Monday, April 4, 2011, at 6:33PM, the President being in the chair. The minutes of the last meeting were approved.

- I. **Introduction of Guests:** Sandy
- II. **Presentation of Agenda Order and Request for Additions/Deletions:** Sandy
- III. **Fire Department Corner:** Captain Dan Bliss
 - A. Captain Bliss stated that RB CERT class #44 was a good class.
 - 1. One of the students from the class sent him a card, Ana Gierman, which he thought looked great. A sample was passed around at the meeting. You can get an idea what the cards are like here: <https://www.sendoutcards.com/gierman/>.
 - B. The training refresher will be on April 9. It will cover logistics, generator safety and triage.
 - 1. The RBFD will be using new triage tape at the event, replacing the prohibitively expensive triage tags (which are about \$1 apiece). Examples of a similar product may be found at <http://www.presco.com/triagesupplies/>, or here: <http://www.cert-kits.com/triage-tape.html>.
 - a) Dan noted that 300' rolls of the tape are \$8
 - 2. The refresher will run 10AM-3PM.
 - 3. No PPEs are required for this event.
 - C. Chief Lepore thanked RBCERTAA for helping eliminate the dead sardines from the marina.
 - 1. Sandy noted that 1100 CERT hours were spent actively working, excluding training and standby time. She also noted that 260 management hours were spent by RBCERTAA volunteers.
 - a) Sandy also noted that the RB City Council had thanked us for our efforts.
 - b) Sandy reported that the RBCERTAA website, Nixle, the Redondo Beach emergency AM radio station, email and the RB cable channel were all used to alert volunteers for the callout.
 - c) Sandy also told us that she gathered feedback results submitted by participants.

- D. Captain Bliss noted that the training room we are using in Station 2 is going through some changes as a result of the RBF D losing training space at BCHD. He suggested that we consider finding an alternative location for our board meetings. Total Wine and the Old RB Library were suggested as possible alternatives.

IV. Old Business

A. Treasurer's Report: Nancy

1. Presentation and call for approval of the Treasurer's report. Reviewed and approved.

Previous balance:	\$3301.87
Revenues received:	\$999.00
Payments made:	\$1068.32
Adjustments made:	<u>-\$0.00</u>
Ending balance:	\$3232.55

2. Nancy noted that \$275 of the contributions are related to the RB Marina response; many of the donors indicated they donated as suggested in the daily update emails from Bill Brand.

B. Other Items

1. CERT Academy #44

- a) Newest graduate, Flo Hartfield, attending meeting.
b) RBF D doing great job, stated Marcelle.

2. Red Cross Training Date

- a) Hermosa Beach arranging training on Shelter In Place. We will attend theirs.

3. Repairs for Vehicle

- (1) Driver's side window, horn, windshield wiper and lights fixed and billed for \$520.05, but reduced to \$156.87.

- (a) Sandy said she'd send a thank you note.

- (b) Gary noted we should send a donation receipt for the difference.

V. New Business

A. Bylaws

1. Marcelle and Sandy submitted proposed changes to the RBCERTAA bylaws. The changes were related to the current bylaws election procedures.
2. Bob raised an objection to mail in ballots, which he suggested were insecure, given that ballots were not uniquely identifiable. The mail in portion of the amendments was removed.
3. The motion to accept the amendments as presented, to be approved at the next meeting, passed.
4. The proposed changes may be found in the Addendum.

B. Calendar for Election

1. Sandy submitted a calendar for the upcoming election. The calendar presumes the adoption of the proposed election amendments to the bylaws:

Calendar

- Prior to April 4 - Emailing of proposed amendment to by-laws sent to each board member
- April 4th - Motion is made to accept "by-law" change
- Between April 4th and April 15th (two week notice is given) for general meeting to be held on May 2, along with location. Information is sent to members.
- May 2, 2011 - BOD meeting takes place - Vote is taken on "by-law" change. BOD makes motion to have general meeting and election at June meeting.
- Adjournment to General Meeting for nominations.
- Then reconvene to BOD meeting. Two board members draw at random the order of names to appear on ballot.
- On or before May 4, 2011 - Secretary must have received nominees' synopses and acceptance of nomination.
- May 7, 2011 or sooner Secretary must have typed and returned synopses for approval by nominees.
- May 9, 2011 Nominees must have approved their synopses
- May 11, 2011 or sooner Secretary provides the synopses to president.
- May 20, 2011 or sooner (2-week notice) sent out to members giving date of June 4th for general meeting, elections and picnic. At this time the mail-in ballot is also sent out.

- June 4, 2011 – General meeting with elections and picnic (luau)
- C. Harbor Fish Clean-up
1. Covered under Fire Department Corner
- D. Committee Reports
1. Picnic/Luau/Other (Saturday, June 4) - Nancy (Chair), Debbie, Gary and Courtney
 - a) Nancy was glad that we can continue to use Moonstone Park for the Picnic/Luau/Other/ General Meeting.
 2. Election - Bob (Chair)
 - a) Bob noted that he was not able to find generic California nonprofit corporation bylaws that included a voting membership.
 3. ShakeOut – Information from Sandy/Marcelle
 - a) A walkthrough of the exercise site occurred last Sunday, 3/27/11.
 4. Community Relations ~ Gary
 - a) Sea Fair – Sunday, May 22, 1PM to 5PM at KHYC
 - (1) The King Harbor Yacht Club wants us to set up a booth at the Sea Fair.
 - b) SpringFest – April 14-17 (Thurs & Fri 5PM to 11PM, Sat 11 to 11, Sun 11 to 8PM)
 - c) Fire Department Appreciation Day - Saturday, May 7, 10AM to 3PM
 5. Funding/PR ~ Marcelle
 - a) Marcelle moved to produce RBCERTAA service pins to be used in recognizing CERT volunteers. The pins will be distributed at the May and June meetings. Cost not to exceed \$500. The vote was four in favor, three opposed and one abstention. Support from three-quarters of the board is required for passage. The motion failed.
 6. Apparel ~ Sandy
 - a) The following items were purchased for fundraising sales:
 - (1) [Rite in the Rain](#)
 - (2) Polo Shirts
 - (3) CPR/ shield
 7. Communications ~ Bob
 - a) Bob said that there was nothing to report.
 8. Equipment ~ Phil
 - a) Board members were encouraged again to bring their wish lists to the next Board meeting.
- VI. **Announcements**
- A. Saturday, April 9 – RBCERT Semi Annual Refresher
 - B. Friday-Sunday, April 15-17 – Baker to Vegas PD Run – Need volunteers
 - C. Thursday-Sunday, April 14-17 – SpringFest
 - D. Monday, May 2 – RBCERTAA Board Meeting
 - E. Saturday, May 7 – Fire Service Appreciation Day
 - F. Saturday, June 4 – CERT Picnic/Luau
 - G. Thursday, September 8 – Start of CERT Academy #45
 - H. Sunday, November 13 – RBCERT Semi Annual Refresher
- VII. **Open Forum**
- A. Nothing of note.
- VIII. **Adjournment:** The meeting adjourned at 9:00PM.

Bob Applegate, Secretary

Addendum

Article VI - VOTING

- The general membership votes for the Board of Directors. This occurs at a membership meeting, training, or drill, as called by the Board. Voting for Directors is scheduled for June of each year.
- The term of office for Directors is one year, from July 1 to June 30.
- To be eligible to be a Director, at the time of nomination, one must meet the following requirements:
 - Attend at least two Board meetings within the past six months or attend at least two Board meetings within the last six Board meetings held. Attendance at a Board meeting on the day of nomination counts towards this attendance requirement.
 - Present verification of valid CPR and first aid certification documentation to the Secretary.
- Nominations for the Board occur at a May meeting. Nominations for the Board are taken from the floor, with no second required. Proxy nominations are accepted. Nominees need not be present, but must acknowledge acceptance to the Secretary before or within 48 hours of nomination.
- Candidates may submit a brief written qualification statement. The statement must be submitted to the Secretary by e-mail within 48 hours of nomination.
- The Secretary compiles the candidates' statements and acknowledges that candidates meet all requirements.
- Two Executive Board members draw, at random, the names of the candidates. This order of names is put on the ballot.
- Sample ballots, candidate synopses, polling location, date and time of election are e-mailed to members at least two weeks before the election.
- Ballots are distributed at the June meeting. Each member votes for no more than 11 candidates. A Board member at the polls will insure that only one vote is cast by each member.
- The close of balloting will be announced in the June general meeting agenda. Votes are tallied by one executive officer and one general board member at the close of balloting. Ballots with more than 11 votes cast will be disqualified. Announcement at the June general meeting of the new Board members shall be given by one of the following current Board members by priority as listed:
 - Secretary, Treasurer, Vice President, President
- All ballots will be kept by the Board for 90 days following the election and then destroyed.
- The new Board is sworn in at the first Board of Directors meeting in July. The new Board nominates and votes for the position of President. This is followed, in sequence, for the positions of Vice President, Secretary, and Treasurer. The vote is by secret ballot. These four Board members are referred to as the "officers" and the "executive board."