



RBCERTAA BOARD MEETING MINUTES
May 3, 2017

ATTENDEES AT THIS MEETING:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Nancy Nickels	X	Bob Heil
Vice President – Johnny Hernandez	X	Emily Dame
Treasurer – Paul Weavers	X	
Secretary – Terry Brim	X	
(Open Seat)		
(Open Seat)		
(Open Seat)		
(Open Seat)		
(Open Seat)		
(Open Seat)		
(Open Seat)		
(Open Seat)		
Fire Department Liaison:		
Curt Mahoney		

- 1) **CALL TO ORDER/ANNOUCEMENT ~ Nancy**
 Meeting was called to order at 6:34.

- 2) **INTRODUCTION OF GUESTS ~ Nancy**
 Two guest were present, Bob Heil and Emily Dame.

- 3) **PRESENTATION OF AGENDA ORDER AND REQUEST FOR ADDITIONS OR DELETIONS ~ Nancy**
 No requests for agenda changes.

- 4) **CALL FOR APPROVAL OF MINUTES of April 5, 2017~Nancy**
 Paul requested a correction describing his action item. Johnny moved for approval pending that correction, Paul seconded, and all approved.

- 5) **FIRE DEPARTMENT CORNER ~ Curt Mahoney**
 Curt was not present.
 - A. **CPR and First Aid**
 - B. **DSW Registration**
 - C. **Refresher Courses**

Nancy noted that after her recent email, 70 people signed up for First Aid & CPR re-certification, and 55 said they wanted to register for DSW.

- 6) **PRESIDENT’S REPORT ~ Nancy**
 Nancy discussed response to her email to CERT alumni. Bob suggested that including keywords in the email title might spur even further responses. Alternately we could sent separate emails for specific topics.

- 7) **TREASURER’S REPORT ~ Paul**
 - A. **Presentation and call for approval of Treasurer’s Report for April 30, 2017**

i. Beginning Balance	822.99
ii. Expenses	81.81
iii. Revenue	0.00
iv. Ending Balance	741.18

- B. **Revenues received.** None.
- C. **Reimbursement requests and presentation of current bills for payment.** None.
- D. **Approvals for purchases.** None.

Terry moved to approve the report and Johnny seconded. All approved.

8) COMMITTEES

A. **Fundraising** – Nancy

- i. **Go Green!** Fundraising Campaign
Nancy is working to organize a CERT picnic in June at which we will raffle off prizes.
Nancy will also be sending out an Email requesting alumni donations.

B. **Communications/Public Relations** – Open

C. **Community Involvement** – Johnny/Nancy

- i. **Fire Service Day**
We will be setting up a booth at Fire Station 2. Nancy will ask Curt if we can move Trailer 2 to the station for the event.

D. **Disaster Communications** –

Bob announced that the Hughes Ham Radio Club (Team?) will be broadcasting from Wilderness Park on Ham Radio Field Day, June 24-25. This is a national disaster drill that runs for 24 hours that involves making radio contact with other stations throughout the United States. He suggested that interested CERT members stop by.

E. **Equipment** – Terry

- i. **Update on van repair.** Nancy's contact has not responded.
- ii. **Update on Container.** Terry has made contact with a general contractor who might either do the job or recommend a subcontractor who would do it.
- iii. **Tires for Trailer.** Johnny's contact has not responded.
- iv. **Generator Maintenance.** Nancy's contact has not responded. Johnny will attempt to start the generators while at fire safety day.

F. **Training** – Nancy Nickels

No discussion other than signups mentioned in section 5c above.

G. **Animal Rescue** – Johnny

Nancy will include a signup in her next email to CERT alumni.

9) OLD BUSINESS

Not discussed.

10) NEW BUSINESS

A. **Board Nominations**

Board nominations are now open and the election will occur during the CERT picnic on June 24th. Bob pointed out that all current board members are automatically re-nominated. Terry nominated Emily Dame and she accepted.

B. **CERT Alumni Picnic/Election – June 24th**

Nancy will put out a signup list for organizing the picnic. Activities will include setup/teardown, food, games, prizes, and fundraising.

Terry volunteered for setup and teardown. Emily volunteered for organizing the games and prizes.

11) ANNOUNCEMENTS

May 13th, Fire Service Day, Fire Sta 1 & Sta 2, 10am – 3pm

Johnny will be manning the booth at Station 2. Setup usually begins around 9:30.

May 20th, Boat Safety Day, Moonstone Park, 9am-2pm

9am to 3

12) OPEN FORUM

Paul mentioned that our current funding will be used up by Sept unless we get an influx of donations. He mentioned two possibilities for saving money:

- Eliminate the CERT mail box and instead route the mail to a Redondo Beach Fire Station or to the chair's home address.
- Assess whether we need and can afford the CERT van. Registration will be due in Sept, and until finances are better, we could allow both the registration and insurance to lapse.

13) ADJOURNMENT ~ Nancy

Meeting was adjourned at 7:46.

Action Items:

Terry: Correct the April 5 Meeting Minutes. In the action item assigned to Paul, the words "fund raising" should be replaced by the words "media promotion". Due May 5.

Terry: Meet with contractor regarding roof repair for the storage container at Fire Station 2. Due June 2.

Nancy: Send out an email requesting alumni donations. Due May 19.

Nancy: Ask Curt if Trailer 2 can be moved to Fire Station 2 for Fire Service Day. Due May 12.

Nancy: Determine if contact can/will help with repair/modification of van bumper. Due June 7.

Nancy: Determine if contact can/will help with required maintenance of generators. Due June 7.

Nancy: Send out email soliciting volunteers to help organize picnic. Due May 26.

Nancy: Include signups for animal rescue training in next email. Due June 7.

Johnny: Try to start up the generators in Trailers 1 and 2. Drain carburetors afterwards. Due May 13.

Johnny: Determine if contact can get tires for Trailer 1. Due June 7.