

Minutes of the August 27, 2016 ISARC Board Meeting

Meeting was called to order by Chair Kim Gotte at 10:04 am. In attendance were Board Members Kim Gotte, Mark Molleck, and Ralph Kuchenbrod. On the telephone (conference call) were John Lund, Vicki Maish, and Allen Matza—requirements for meeting quorum were met.

Absent: Doug Orr

Approval of Minutes: Minutes of the June 4, 2016 board meeting were approved as posted on the ISARC website.

Treasurer's Report:

- Treasurer Doug Orr was absent and no treasurer's report was presented.

Discussions

- Vice-Chair Allen Matza gave a report on the ISARC merchandise currently on hand: 32 yellow t-shirts, 8 yellow hoodies, 22 blue t-shirts, 6 blue hoodies, 10 blue polos, 25 small patches, 57 large patches, 99 coins, 150 stickers, 96 lapel pins, 61 water bottles, 50 2015 conference t-shirts, 12 hats, 1 *Lost Person Behavior* book.
- Matza also reported he was unable to get into the merchandise software and will contact Doug Orr for assistance. Chair Gotte said the software manufacturer is Software-In-Flow, Matza said he would contact them on Monday (August 29, 2016). Chair Gotte said to remind the manufacturer that ISARC has paid for the full version of the software.
- Vice-chair Matza reported he is waiting for a response from Dave Crawford of Model Ts in regards to a coat order for ISARC. Also, Dave Crawford needs to be contacted about providing shirts for the conference in September.
- Discussion was held concerning providing coverage for ISARC's display at the IEMA conference September 6-7. Matza reported it is unlikely he will be able to attend but will connect with Chair Gotte to send a credit card reader and merchandise for sale to the IMEA conference. Mark Molleck reported he will be there as an attendee and can help provide some coverage for breaks. Member Maish said she would get in touch with some of her contacts about sitting at the table. Member Kuchenbrod said he would be able to work the table on Tuesday, Chair Gotte said she could work the table on Wednesday.

New Business

- Curriculum/Training Committee Report: Chair Gotte reported NASAR does not have a guidebook for equine search and research techniques. NASAR also requires that equine searchers achieve the level of SAR Tech II—this requirement is untenable for our members. In light of this information the ISARC curriculum/training committee is writing a training program for our purposes. Chair Gotte asked Molleck about using his mounted-SAR team for beta purposes—Molleck reported his team is in flux at the current time and may not meet ISARC's needs. Chair Gotte thought the equine team at Henry County and Larry Ramus might be better suited for beta testing. Chair Gotte thought ISARC's own equine training program may be ready for implementation in late 2016 or early 2017.

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- Chair Gotte reported that there have been two Basic Land Navigation (BNAV) classes since the board approved the curriculum. Gotte also reported the BNAV train-the-trainer class was a huge success and several of the attendees will be assisting with an upcoming BNAV class in Kendall County that will, pending board approval, qualify them to be lead BNAV instructors.
- Chair Gotte nominated Andrew Simerson, John Bennett, and Bob Alvarez for approval by the board to be Lead GSAR Instructors—reporting that they have met all of the requirements. Allen Matza moved to accept, Vicki Maish seconded the motion, motion passed.
- Member Maish reported she has contacted several member agencies and they informed her that in many cases their renewal checks have not cleared the bank. Twelve member agencies have not renewed for 2016—Chair Gotte will contact those agencies via email and attempt to resolve any renewal issues or resend invoices.

Conference Updates

- Chair Gotte gave a report on the upcoming ISARC conference: All member agencies have received brochures about the upcoming conference. As of this date 28 members have registered for the conference and four people have registered for the Ham-in-a-Day class. It is expected that the requirements to obtain the General Radio Operator's license will be taught with the Technician requirements being offered if there is enough interest. All K-9 classes are full.
- Chair Gotte said she has contacted the camp and three women who prepare meals for the camp will be doing the cooking for our conference, they have asked for assistance in the kitchen from our organization. We will receive the insurance bill after Labor Day.
- All sessions are covered with instructors. There will be several featured speakers: a forensics expert, two gentlemen from ILEAS, and a presentation called "Sting, Bite, Itch". Other speakers include the low-angle rescue instructor from IFSI, Civil Air Patrol, the Illinois State Police on encountering meth labs, Project Lifesaver, and many others.
- A block of 25 rooms have been reserved in Forsyth at \$65.00/night. Five rooms have been booked as of this date.
- The camp includes three cabins with 36 bunks and a great room. There is RV parking with hookups.
- We have one vendor, Primus Electronics. O'Herron's donated a shooting range bag full of giveaway-type items.
- Discussion was held concerning paying the conference K-9 instructor the \$35.00 charged for each K9 session for their services. Vicki Maish moved, Allen Matza seconded motion. Motion passed.

By-Laws Update

- Chair Gotte reported there are two sections remaining with the by-laws update. Chair Gotte posed a question to the board regarding having a social media section. Member Molleck thought the by-laws should address all media concerns and make social media a subset. The executive committee will have to meet to propose a budget for the 501(c)3 process.

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Other Business

- A brief discussion was held concerning why ISARC has an annual conference. It was agreed the conference requires considerable effort on the part of the board but with no standing committee to support it planning falls to the board member. This year, Chair Gotte bore the greatest brunt of making preparations for the conference.
- Discussion was held about trying to get a permanent mailing address for the organization. It seems after each election, particularly the election of a new treasurer, it takes several months to get the mail switched over to the new officer. It was agreed to look into getting a UPS post office box and have the mailed shipped to the treasurer on a regular basis.
- Meeting adjourned at 11:52

Respectfully submitted 27AUG2016 _____

Ralph Kuchenbrod, ISARC Secretary