

## Minutes of the February 4, 2017 ISARC Board Meeting

Meeting was called to order by Chair Kim Gotte at 10:26 am. Meeting was held in Peru, Illinois. In attendance were Board Members Kim Gotte, Dan Johnson, Scott Garrett, Carol Lussky, Vik Maish and Ralph Kuchenbrod called in via teleconference. John Lund was absent. ISARC members Tom Foust and Clint Kapinski were in attendance. Requirements for meeting quorum were met.

**Approval of Minutes:** Minutes of the December 3, 2016 board meeting were approved as edited on the ISARC website.

### **Treasurer's Report:**

- Treasurer's report was reviewed by members physically present. Mr. Johnson moved that the treasurer's report be approved. Mr. Garrett seconded the motion. Motion passed.
- A budget for 2017 was reviewed by members physically present. Discussion was held and a motion was made by Mr. Garrett and seconded by Ms. Maish. Motion passed.
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### **Old Business**

- Discussion was held concerning ISARC merchandise. A merchandise inventory report of items and quantities is pending.
- Discussion was held concerning changing the ISARC logo prior to placing any orders to replenish the stock of ISARC merchandise. The matter was tabled for discussion at a later date.

### **New Business**

- Chair Gotte handed out copies of the revised bylaws and said she would send electronic copies to all of the board members for review and feedback.
- Chair Gotte, as chair of the Curriculum/Training Committee, reported the following:
  - SARIO has been revamped. This course has not been revised since 2008. A beta-version of the revision was presented to Douglas county in late January 2017; Bryan Collette will soon present the beta-version in Tazewell county. The Curriculum/Training Committee will review the feedback from both presentations to make final revisions prior to formal presentation to the board for approval.
  - Gotte said the Mounted SAR curriculum will probably consist of one full day and another partial day. Safety will be emphasized. Peoria County will serve as the beta for this course.
  - Tom Foust is working on the Shoreline Rescue curriculum. A name change for the course is being considered, something like Shoreline Safety, to reflect that the curriculum is not to teach searchers shoreline rescue techniques but how to safely move near water.
  - Chair Gotte reported committee members Mike Carter and Bryan Collette are working on revising the GSAR class.
  - Chair Gotte reported that the Curriculum/Training committee is working on a method that would allow agency members to keep their GSAR endorsement current through

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continuing education (CE) efforts. Currently all searchers must retake GSAR every three years. Offering a CE option would provide flexibility for our members and relieve the workload on our instructors and lead instructors.

- Discussion was held regarding the Mutual Aid Committee, Chair Gotte reported this committee is responsible for updating member agency information in the ISARC database. A memorandum of understanding is being written to facilitate inter-agency cooperation.
- At 12:34 CST Ralph Kuchenbrod left the teleconference. Minutes thereafter were recorded by Treasurer Carol Lussky.
- The 2017 ISARC conference was discussed:
  - A “Save the Date” notice will need to be sent out via email as well as posting the information on social media. Ms. Maish will handle these items.
  - A motion was made by Mr. Garrett to allow the treasurer to pay funds for conference up to budgeted amounts without board approval. A second was made by Mr. Johnson. Motion passed.
  - Mr. Johnson moved that the conference registration fees remain the same as last year: \$60 for members of member agencies, \$75 for non-members, \$100 for vendors. A second was made by Ms. Maish. Motion passed.
  - The next conference call for the conference committee will be February 13, 2017 at 7:00 pm.
- Discussion was held concerning the updated by-laws for obtaining 501(c)3 status:
  - Chair Gotte is working on the update.
  - Chair Gotte will send a draft of the by-laws to each board member with a request to review for content, spelling, grammar, ISARC appropriate verbiage, etc.
  - It was agreed that the updated bylaws should include a social media policy.
- A brief discussion was held about who submits data to the International Search and Rescue Database.
- A “Membership Certificate” will be sent to paid members in PDF format. Ms. Lussky will create and Chair Gotte will provide an electronic signature for each certificate.
- Treasurer Lussky moved and Mr. Garrett seconded that the meeting be adjourned, motion passed. Meeting adjourned at 2:15 pm.

Respectfully submitted 04FEB2017 \_\_\_\_\_

Ralph Kuchenbrod, ISARC Secretary