

Minutes of the April 1, 2017 ISARC Board Meeting

Meeting was called to order by Chair Kim Gotte at 10:07 am. Meeting was held in Peru, Illinois. In attendance were Board Members Kim Gotte, Dan Johnson, Scott Garrett, Carol Lussky, and Ralph Kuchenbrod. Vik Maish and John Lund called in via teleconference (John Lund had to leave the conference call at 10:43). ISARC member Tom Foust was in attendance. Requirements for meeting quorum were met.

Approval of Minutes: Minutes of the February 4, 2017 were approved with the correction of the spelling of Bryan Collett's name.

Treasurer's Report:

- Treasurer Lussky reported that a laptop computer for the merchandise committee has been purchased and delivered to Allen Matza.
- Discussion was held concerning making sure the merchandise committee knows to not make any major purchases without board approval.
- Discussion was held to move money from Busey to Chase in order to earn some interest on our money.
- Treasurer's report was reviewed: \$15,031.21 in Busey Bank; \$3,639.80 in Chase Savings; \$1,576.06 in Chase Checking; \$1,157.57 in PayPal; Ending total assets: \$21,404.64. Secretary Kuchenbrod moved that the treasurer's report be approved. Mr. Garrett seconded the motion. Motion passed.
- It was reported by Treasurer Lussky that 16 member agencies have not renewed for 2017. The list of agencies was divided up among the board members to contact those agencies not current on their dues and remind them that their 2017 membership is due and that the late fee (\$12.50) now applies to the standard annual fee of \$50.00.
- The treasurer reported she spent \$82.00 for the annual fee for our post office box and \$31.00 to the Illinois Secretary of State on her own and needs to be reimbursed for those expenses. Mr. Garrett moved that the treasurer be reimbursed, Vice-chair Johnson made the second, motion passed.
- Discussion was held concerning giving the treasurer the authority to make discretionary purchases of up to \$200.00 without board approval. Vice-chair Johnson so moved, Ms. Maish made the second, motion passed.
- It was reported that Allen Matza will send the treasurer a merchandise report.

New Business

- A draft of the proposed bylaw changes had been sent to all directors and their input was solicited. The draft was reviewed in detail at this meeting and additions and corrections were made. Another draft with those changes will be sent again to board members for review.
- Chair Gotte reported a copy of the revised SARIO class will be sent to all board members for review.
- Chair Gotte gave a brief explanation of the proposed continuing education option that would enable members of member agencies to maintain GSAR currency without being required to attend a GSAR class every three years. The proposal will be sent to all board members for review.

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- Chair Gotte briefly outlined a proposed instructor update:
 - The instructor policy will now include a description and requirements for people to serve as Field Training Officers.
 - The policy of requiring instructors to teach one element annually to stay current will be emphasized.
 - The requirement that lead instructors facilitate a course each year to stay current will be emphasized.
 - Additionally, the procedure for reestablishing an instructor or lead instructor's credentials will be outlined in the instructor update.
- Chair Gotte reported the Curriculum/Training Committee is working on creating a SAR Team Crew Leader curriculum.
- It was reported that the Mutual Aid Committee is soliciting members.
- Discussion was held regarding the Outreach and Marketing Committee:
 - Chair Gotte and Vice-chair Johnson will attend the New Lenox Health/Weather Conference on April 26th and represent ISARC.
 - Upcoming events include IESMA conference April 27-28 and the IEMA conference September 6-8.
- A discussion was held concerning a formal social media policy. It was decided to not include the social media policy in the bylaws. A separate policy would be much easier to amend and update as the dynamics of the media evolve. A draft will be composed and sent to all board members for review.
- Chair Gotte gave an update on the upcoming ISARC conference at Little Galilee Christian Camp, Clinton, IL September 22-24:
 - Several keynote speakers have been contacted.
 - Topics to be presented include: Civil Air Patrol, UTV instruction, Ham-in-a-Day (Technician license), Alzheimer's, map reading, GIS, Low-angle rope rescue, SAR gear.
 - Several vendors have been approached about renting tables at the conference.
 - The next conference call for the conference committee will be April 17, 2017 at 7:00 pm.
- Treasurer Lussky reported she is working on getting quotes for insurance for ISARC.
- Chair Gotte reported that the election process for the upcoming board of director's election will be the same as were implemented in 2016.
- Mr. Garrett moved and Mr. Johnson seconded that the meeting be adjourned, motion passed. Meeting adjourned at 2:00 pm.

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Respectfully submitted 01APR2017 _____

Ralph Kuchenbrod, ISARC Secretary