

PINCHER CREEK SEARCH AND RESCUE SOCIETY

REGULAR BOARD MEETING MINUTES

April 1, 2014

INATTENDANCE: Brett Wuth, Yvonne Cyr, Alieza Cyr, Brian Balak, Brad Boese, Adam Grose, Dick Burnham, Nicole Boissenault

Presentation by Fire Chief Dave Cox on the CASTLE MOUNTAIN AVALANCHE MAPS

1. Call to Order – Alieza called the meeting to order at 17:40

2. Agenda

2.1. Additions to the Agenda

Added the following to the agenda:

4.6.2 Approval of cheques over \$200.00

Brian Balak chq #1738	\$673.35
-----------------------	----------

Adam Grose chq#1737	1,287.01
---------------------	----------

4.6.3 Flood Expense

4.6.4 Audited Financial Statements

2.2. Approval of the Agenda

Moved by Brett Wuth, seconded by Brad Boese to approve the agenda as amended

CARRIED

3. Minutes

3.1. Approval of the Minutes

Moved by Brett Wuth, seconded by Yvonne Cyr to approve the March 4, 2014 Minutes circulated

CARRIED

4. Business

4.1. Roles and Responsibilities of Board Members

To continue the task of self-evaluation and outlining the roles and duties of Board Members and Committee Chairs Brett Wuth handed out sample job Descriptions and a working paper to be completed by each one as they view and perform their duties. Brett asked that they be completed and emailed to him within 2 weeks

ACTION: Board Members and Committee Chairs to complete job descriptions and email to Brett Wuth by April 15, 2014

4.2 Lawyers Advice

Moved by Alieza Cyr, seconded by Brett Wuth that a committee of Brad Boese and Dick Burnham find a lawyer to go over the MOA in regards to the December Search as requested by the Membership

CARRIED

4.3 Shell Mock Update

Brett Wuth advised that he had received information and the date for the Shell Mock exercise. He could not reveal the date, but said it would likely be a work day between 8:30 am and 2:00 PM, lunch will be provided any members who can participate contact Brett and he will provide further information

4.4 Board Member Participation

As participation of those elected to the Board is required to operate efficiently and attendance at all Board meetings is necessary the following motions were put forward

4.4.1 Attendance of Board Members

Moved by Brett Wuth, seconded by Brad Boese “the Board establishes the policy that all PCSAR Board members are expected to attend all BOARD MEETINGS. If a Board Member knows they cannot attend, they should inform the President prior to the meeting with a brief statement of why they are not able to attend. Any Board Member, who is absent without notice will be contacted by the President to discuss their obligation under this policy”

CARRIED

4.4.2 Board Member Attendance Requirements

Moved by Brett Wuth, seconded by Brad Boese “The Board establishes the policy that it will deem ANY Board Member who has not attended the last Three (3) Board meetings to have resigned from their position, unless the member makes an affirmative response to written communication”. In accordance with the BYLAWS, at the next General Meeting an election will be held to fill the vacant seat

CARRIED

4.4.3 Bylaw Amendment

Motion by Brett Wuth, seconded by Yvonne Cyr

At the next Annual General Meeting, a Special Resolution will be presented to amend Section 8 of the Bylaws by appending:

“Any director or officer who is absent from Three (3) Board Meetings in a row is deemed to have resigned at the end of the third Board Meeting unless the Board Member makes an affirmative response to written communication”

CARRIED

ACTION: Ensure that the General Membership is advised of the change in accordance with the Bylaws, prior to the Next AGM.

4.5 Financials

Adam reviewed the financial information sent out

4.5.1 Financial Statements

Moved by Nicole Boissenault, seconded by Brett Wuth to accept the financial statements as information

CARRIED

4.5.2 Approval of Cheques over \$200.00

Moved by Nicole Boissenault, seconded by Brett Wuth to approve payment of cheque #1724 INSOFAT COMMUNICATION \$1,381.42; cheque #1737 Adam Grose \$1,285.01 and cheque #1738 Brian Balak \$637.35

CARRIED.

4.5.3 Flood Expense

Adam has received the cheque for the High River flood and requested information as to whose personal vehicles were used, so he could reimburse the individuals for mileage. No invoices had been received to date.

4.5.4 Audited Financial Statements

Adam advised that the auditor had to review some QuickBooks entries and that he, Dick and the auditor would arrange to do that as soon as possible. Adam estimates that he requires 10+ hours to complete the audit and his work on the year end government reports. The consensus of the Board was that he would be paid for the required hours

Note: Brett advised he felt the Budget should be reviewed and revised at the next meeting.

5.0 New Members Application

Moved by Nicole Boissenault, seconded by Brad Boese that Adam Taylor's application for membership be accepted

CARRIED

6 Committee Reports

6.1 Fund raising: Eric Bruder is chairman, to be invited to provide reports to the Board

6.2 Training: Brett Wuth provides a written report. Highlights:

Shell Blind Mockup in April. Date will be provide only to those that can attend during a work day

May Training SAR Dogs – Cindy

Wilderness First Aid – Claus

SAR fundamentals – postponed to fall

Need more Training Committee Members

No SAR Training Grant this year will be coming to Board for funds

6.3 **Membership** The need of Police and Vulnerable checks was again discussed. They are required under the SAR Contract. Alieza has letters available to take to the RCMP by each individual member to have the checks completed. Members require two (2) pieces of ID; one has to be picture ID. There are no costs for the checks.

6.4 **Equipment:** Brian reported that the batteries were dead in the Command Post when he went to start it tonight. He will have Ron Hahn look at it and find the problem and get it repaired. Brian has purchased an In Search Satellite for PCSAR and Four (4) Avalanche kits. Discussion was held on how useful would the in search be and what a subscription plan would cost for the operation of the unit.

Moved by Brett Wuth, seconded by Yvonne Cyr that the purchase of the INSEARCH unit and Four (4) avalanche kits be approved in the amount of \$637.35

CARRIED

Moved by Brett Wuth, seconded by Brian Balak that a subscription plan be purchased for the use of the INSEARCH unit at the cost of \$14.95 per month

CARRIED

6.5 **Preplan** Brett advised the committee is holding regular meetings, but there is nothing to report at this time

6.6 **Call out** Sue Neumann advised that there had been some e mail problems on the last search she would research them and advise the Membership committee of them

7 Other Business

8 Adjournment –

Moved by Brian Balak, seconded by Brett Wuth that the meeting adjourn at 18:39

CARRIED