



**New Mexico Search and Rescue Council**  
**Board Meeting Minutes**  
Monday, February 8, 2016  
Conference Call 1900-2100

**Attendees:** Michaela Buenemann, Carrie Hale, Roberta Armstrong, Aimee Adamek, Terry Morton, Mary Walker, Larry Zentner, and Verena Weissenborn

**Absent:** Spenser Moreland, Lette Birn

**Other Attendees:** None

**Call to Order:** Meeting was called to order by Carrie Hale at 1900

**Approval of agenda and minutes**

- Approval of agenda. Motion: Roberta moved to approve; Verena seconded. Vote: Aye – 8, Nay – 0, Abstentions – 0
- Approval of Board meeting minutes from January 9, 2016. Motion: Roberta moved to approve; Verena seconded. Vote: Aye – 8, Nay – 0, Abstentions – 0

**Old Business**

- **Email approval vote of new board members**
  - On January 9, 2016 at the Business Meeting, Carrie Hale moved to approve the nominations of two new NMSARC Board members, Lette Birn (Mountain Canine Corp) and Verena Weissenborn (AMRC), once the nomination paperwork had been received. This was seconded by Roberta Armstrong.
  - The completed nomination paperwork was received and the recommendations for both individuals were very positive.
  - January 20, 2016 - email vote. Results: Aye – 8, Nay – 0, Abstentions – 0
  - Verena Weissenborn accepted her position
  - Lette Birn has not yet responded. **Action item:** Mary will contact Lette Birn again to confirm her willingness to participate
- **NMSARC Website Update** – Aimee Adamek
  - Please review and send comments to Aimee

**Treasurer's Report** – Larry Zentner

- PayPal is working well and funds are being transfer every couple of days
- Account balances reported. \$21,289

- Small business checking (9950-dedicated to ESCAPE) : \$10,800.00 no activity
- Business Checking (7702-Council funds): \$12,100.47 (donations, mapping money)
- Savings: 1937 - \$1,820.91
- Business credit card (paid in full). \$2500 credit. Only activity is purchase of paper and ink by Tony Gaier for printing maps
- \$853 – received thus far for ESCAPE 2016 pre-registration

#### **Membership** – Aimee Adamek

- Two members have not paid. Northern Snow Drift SAR is following up; Eddie County SAR is operating under city fire and must go through city. Purchase order will be sent and NSMARC must respond with an invoice
- San Miguel SAR has indicated that new rules are in place and they will not renew

#### **ESCAPE 2016 Report** – Roberta Armstrong

- **Sponsorships – Primary focus must be placed on obtaining sponsors.**
  - **Action Item: All board members need to actively recruit sponsors!**
  - Committed Team Sponsors: Organ Mountain and Sante Fe SAR
  - Additional thirteen businesses around Santa Fe have been contacted
- **Keynote Speaker**
  - Hug-a-Tree program speaker planned for lunch
  - A dinner speaker is still needed. Please send any ideas for Roberta.
- **Theme/Logo**
  - Kayt Peck and Tony Gaier submitted the winning designs. Continuing to determine best vendor to use for ordering T-shirts
- **Registration in progress**
  - Twelve registrations have been received
  - Registration notice will be sent out to NMSAR Forum
  - Some concerns have been expressed regarding cost: Response - Registration covers meals, and that more reasonably priced hotels and inexpensive camping alternatives are available nearby
- **Program**
  - Titles and schedule have been received for a couple of tracks
  - Karon Avery should have it finalized by middle of February
  - An email with a listing of all classes was sent to be used as possible “teaser” on the NMSAR Forum
  - Tables will be set up for information on mapping, CAP and other SAR activities
- **Silent Auction**
  - Web-based system has been ordered, invoice was paid on Jan 26, 2016
  - Login info has been provided to Roberta
- **Financial projects** – Only early data right now

- Please respond to Roberta's email when she makes a request!

### **Training Updates** – Larry Zentner & Spenser Moreland

- Cloud or library to store lesson plans, info topics related to NASAR field certifications
- SAREX in September, simple and focused, opened to community, checking with RO for funding and reimbursements
- Promote joint team training and mock searches when possible
- Website has great deal of info already present
- Other teams groups working on joint training ideas for Fall

### **Communications** – Terry Morton and Larry Zentner

- Request for VTAC37 repeater test during ESCAPE using CAP high bird
- Terry will investigate who has these channels programmed in their radio currently

### **New Business**

- **By-laws change** – Roberta Armstrong
  - Roberta proposed to review Board number and quorum. She obtained editable version and proposed some changes using Track changes in Word.
  - Carrie made additional changes and sent to Mary
  - **Action item: Carrie will circulate to entire board**
  - **Action item: Once input from Board has been obtained, Mary will post to NMSAR Forum** for review and input. This must be done a minimum of 30 days in advance of ESCAPE general meeting
  - Changes to be voted on during general meeting at ESCAPE 2016
- **NMSAR Field Recertification and possible adoption of NASAR standards** – A. Adamek
  - ~10 respondents thus far
  - Lots of questions have been generated, including concerns regarding cost and implementation
  - In general there have been negative responses to re-taking field certification every 3-5 years, but positive responses to CE credits for training and mission participation
  - **Action item: Aimee will send another reminder to all teams requesting input by March 1.** After that time the responses will be consolidated and forwarded to the RO.
- **NMSARC Officer Duties**
  - Urgent need for officer job duties to be delineated and archived
  - Treasurer: Critical forms to be handled yearly include IRS Form 990 and maintaining compliance with NM Charitable Solicitations Organization Act through COROS website. Also need to review old investment with AIG which is not generating interest.
- **NMSAR Forum** – Need for a policy on what is appropriate to post and when and how individuals can be removed from the list serve. This discussion was tabled until after ESCAPE

**Next Meeting:**

- In-Person meeting to be held Saturday March 12, 2016 at Buffalo Thunder. Roberta, Larry, and Mary will conduct a walk through of the facilities at 1030 and the business meeting will begin at 1200.

**Meeting Adjourned**

- Motion to adjourn by Roberta Armstrong, Larry Zentner seconded
- The meeting adjourned at 1805