



New Mexico Search and Rescue Council
Board Meeting Minutes
Saturday, January 9, 2016
In-Person Meeting 1200-1400

Attendees: Michaela Buenemann (phone call-in), Carrie Hale, Spenser Moreland, Roberta Armstrong, Aimee Adamek, Terry Morton, Mary Walker, and Larry Zentner

Absent: None

Other Attendees: None

Call to Order: 1209 – Mary Walker, Vice Chair; 1215 meeting taken over by Carrie Hale, Chair

Approval of agenda and minutes

- Approval of agenda. Motion: Roberta moved to approve; Aimee seconded. Agenda was amended to include a discussion of Guidelines for posting on the NMSARC Forum. Vote: Aye – 7, Nay – 0, Abstentions – 0
- Approval of Board meeting minutes from October 19, 2015. Motion: Spenser moved to approve, Terry seconded. Aye – 7, Nay – 0, Abstentions – 0

Old Business

NMSARC Website Update – Roberta Armstrong and Aimee Adamek

- **Current Status**
 - Detailed information provided in two-page report which is summarized herein
 - Discussion of desired new features, such as forms to allow for sign up, integrate payment with ESCAPE registrations, “news feed” could maintain specific content
- **Work Plan for Moving Forward**
 - Bob Rodgers provided information on missions, which was updated on the NMSARC website since the last board meeting. He will continue to provide mission information as well as links to appropriate DPS content
 - Two potential management options were chosen for the website development:
 - Weebly and NationBuilder
 - Two prototypes were built; one using Weebly (Aimee Adamek, editor) and one using NationBuilder (Roberta Armstrong, editor)

- Weebly was selected as the best option, because it has an easy-to-use content management system despite lacking “people” features
 - Cost: \$12/mo or \$300/yr
- Prototype website using Weebly was presented to NMSARC Board
 - Limited number of drop down choices at top
 - Navigation links at bottom in boxes take you to a new page or pdf link
 - Donation (AmazonSmile link)
 - Membership page lists NMSARC Board liaisons and the teams that they serve; the page also includes a map showing the location of each team
 - How should this be organized? By liaison or by team?
 - Simple forms are possible
- Board members were very impressed with the organization, look, and feel of the new website.
- There will be call sent out for more recent photographs through the NMSAR Forum and/or by NMSARC liaisons directly to teams
- Roberta moved to spend \$300 for the upgraded version of Weebly; Larry Zentner seconded.
 - It was noted that we currently paying \$600 per year to Dick Wagner for website maintenance, so this would be less financial cost than what we currently spend although it would require more time and effort from Board members
 - It was also highlighted that Weebly has forms capability and ability to take payments, making ESCAPE registration seamless. This will be a goal for ESCAPE 2017, however. We need to focus time and effort on making ESCAPE 2016 a financial and programmatic success.
 - Aye – 8, Nay – 0, Abstentions – 0
- Next priority needs to be obtaining sponsorships for ESCAPE

ESCAPE 2015 Highlights

- These are posted to NMSARC website.
- All sponsors are listed

Treasurer’s Report

- Account balances reported. \$21,289
 - Small business checking (9950-dedicated to ESCAPE) : \$9,535.00 no activity
 - Business Checking (7702-Council funds): \$9,933.47 (donations, mapping money)
 - Savings: 1937 - \$1,820.91
 - Business credit card (paid in full). \$2500 credit. Use credit card to pay for Weebly website package
- There are no outstanding bills, only ESCAPE expenses anticipated in the future.

Membership – Aimee Adamek

- Organ Mountain info and check are in the mail

- 33 out of 39 teams have renewed; six teams unpaid; three of them indicated that funds are on the way.
- Three teams have not responded; North Snowdrift Breakers, San Miguel SAR, Taos amateur radio club; Aimee will follow up with a phone call.
- UNM Reach and Treat – they have not been heard from since October; Aimee will follow up
- Aimee will also follow up on the individuals membership for Thomas Moser
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ESCAPE Report – Roberta Armstrong

Detailed information provided in two-page report which is summarized herein

- Reminder that all Board members must work the event before and during ESCAPE
- Registration
 - Early registration start Jan 15 or Feb 1
 - Will have fillable pdf forms
 - PayPal registration will be used again
 - Michaela suggested getting the new website set up for ESCAPE 2016 registration; Roberta indicated that there is simply too much to organize in the next two months to add finalizing the website
- Sponsorships need to be the focus now!
 - Need \$6,000 in cash sponsorship
 - Chris Boyer NASAR, \$600 sponsorship
 - Hug-a-Tree program
- Keynote Speaker
 - Secretary Fouratt is not available
 - People attending want someone who is active in SAR
- Program
 - No field certification will be held at ESCAPE but Karon Avery has indicated that it would be replaced by a 4-hr navigation course
 - Track leads are in the process of completing their programs
 - Larry will try to arrange for helicopter
- Silent Auction
 - Request chairs from North, South and Central regions of NM to solicit donations.
 - Web-based management system would be very useful. Spenser will do data entry
- Theme/Logo – Numbers #1, 2, 7 were ranked in the top four by Board members.
 - #1 – Editing suggested:
 - Replace “retrieving the dead” with “so that others may live”
 - delete “SAR Conference” and revise as “ESCAPE 2016”
 - delete arrow and text “you are here”
 - #2 – Need to increase size of year
 - #7 – Simple
 - #1 was selected
- T-Shirts: IT was noted that Café Press seems expensive
 - Action item: Spenser and Aimee had ideas for vendors that could provide more reasonably priced T-shirts. They will look into this and contact Carrie
 - #8 logo – Suggested that this be put on the back of T-shirt; correct typo “icident”

- Carrie Hale indicated the following sizes were ordered last year: 10 each (S, M, L); 5 (XL), 3 (XXL)
- Contacting potential ESCAPE Sponsors
 - List of previous sponsors was reviewed and Board members signed up to make contacts
 - Each Board member committed to contacting least five potential sponsors and working with their own teams for sponsorship and silent auction items
- Ralph Dawdy nominations
 - **Action item:** Carrie Hale will create document to request nominations, including a list of past winners
 - This document will be sent to SAR Forum and directly to SAR teams

Training Updates

- Spenser Moreland –Planning a NMSARC-sponsored mock search
 - Location in the East Mountains areas would draw teams from Albuquerque and Santa Fe
 - Planned for early to mid-March
 - Will request a mission number so that individuals can be reimbursed for gas
 - Suggestions should be sent to Spenser
- Training Plan is needed
 - What do we think we should be providing to SAR community?
 - HAM classes, Lost Person Behavior
 - This can be difficult to coordinate with RO because he has his own requirements for training of section chiefs and field coordinators
 - RO’s training classes should be advertised through NMSARC website

New Business

By-laws change

- Propose to review Board number and quorum
- Any proposed changes need to be voted on at the general meeting at ESCAPE and members must be provided with 30 days’ notice prior to the vote
- Action item: Roberta Armstrong will work on revising the By-Laws

Recruitment of Additional Board members

- Lette Birn has been nominated by Mountain Canine Corp; Terry Morton to provide nomination information
- Verena Weissenborn from AMRC was suggested as potential Board member, but nomination from her team is required
- Carrie Hale moved to bring VW and LB onto the Board once the appropriate paperwork is received; Roberta seconded
- Action item: Spenser Moreland will request nomination letter from Zach, president of AMRC.
- An email vote will be conducted once all paperwork has been received

NMSAR Field Recertification and possible adoption of NASAR standards

- Bob Rodgers requested input from NMSAR Community to be obtained by NMSARC Board
- Specific information was sent to a limited number of NMSARC Board members but not to all
 - This information will be sent to all Board members to review
 - Carrie Hale will follow-up with Bob Rodgers regarding this information and type of feedback he is interested in obtaining

SAR Review Board Report

- January 12, 2015 in Santa Fe, NM
- Will be attended by Rich Goldstein, Al Webster, Spenser Moreland

Guidelines for Use of Forum

- General discussion that inappropriate material and discourse has been posted on the NMSAR Forum. The Board felt there was a need for a reminder of what is appropriate to post to the Forum
 - It is uncertain if a written policy exists that specifically states the purpose of the Forum or if a policy archive exists
 - Uncertain as to who should be on the Forum list and who should be removed
- Action item: Mary Walker will check hardcopy archived documents for Forum policy

Next Meeting:

- Conference call schedule for Monday February 8, 2016 at 1900-2100
 - Mary Walker will set up through UNM
- In-Person meeting to be held Saturday March 12, 2016 at 1200 at Buffalo Thunder

Meeting Adjourned

- Motion to adjourn by Carrie Halle, seconded by Roberta Armstrong
- The meeting adjourned at 1410