



**New Mexico Search and Rescue Council
Board Meeting Minutes
February 26, 2018 (19:13-20:10)**

In Attendance: David Price, Jon Hitchcock, Aimee Adamek, Eric Roybal, Terry Ann Miller, Terry Morton

Absent: Scott Voorhees, Ruth Neal, Michaela Buenemann, Sean McGann, Grant Reigelman

Meeting called to order by David Price at 19:13

New Business:

Meeting agenda and minutes for December 11, 2017 and January 29, 2018 were approved. Jon Hitchcock motioned, Eric Royal seconded. Vote was unanimous.

Old Business:

David gave an update on progress concerning allocation of mission based donations. He has had discussions with several prior council board members and SAR personal who were active at the time DPS Policy SAR-03 was initially implemented. They confirmed that SAR-03 was put into place to make council policy on distributions official and our understanding for how they are distributed is correct in that donations are to go to only member teams. The council approved a motion to clarify this procedure with Chief Kassetas and the DPS Cabinet Secretary prior to ESCAPE. Aimee motioned, Terry Morton seconded. Vote was unanimous.

ESCAPE:

2019:

Aimee has signed contract and Jon has sent deposit for the Ruidoso Convention Center, dates of May 17-19, 2019. Aimee secured a 25% discount on the facility costs with the village managers. The adjacent hotel is holding 100 rooms for 3 nights at no charge.

2018:

Registration numbers are great. Aimee is concerned with possible limitation at Philmont, in particular the ability for Philmont to prepare meals for potentially 200 people. There were discussions around possibly closing on-site registrations to help mitigate numbers as well as help plan how many meals to prepare. Aimee will send out an email soon with that update. The schedule is almost complete. We had an instructor cancel and we are working on finding replacements. Our level of sponsorship is on target and logos are being listed on our website as part of their benefits. Expenses are on target. Vendors are in place, Rescue Tactics and Training

as well as SARShop from California. The virtual SAR project will not be in attendance since they did not receive funding. The first round of printing to go to Tony very soon. One Dawdy Award has been submitted. Aimee is staying busy with organizing especially answering emails and making sure registration and housing forms are completed correctly.

David reported that we will need to elect at least one new board member at ESCAPE. One member has not attended a meeting or otherwise contributed in 7 months. He has contacted them about stepping down. He also suggested we all consider what roles we might prefer next year. Whether we remain in our positions or, switch around to satisfy positions that may not be covered.

Treasurer's Report:

Jon stated that our calendar year of accounting really doesn't follow our business cycle which makes it difficult to analyze ESCAPE and membership dues. An example would be the membership dues which fall in two years since payments are received in both December and into the following year. A June 30 year end would be more appropriate to consider in the future.

Our total income in 2017 was \$57,101 and averaged \$45,990 over the last three years. According to the IRS Form 990 instructions, we can file a simplified Form 990-N, Electronic Notice (e-Postcard), as long as we meet a \$50,000 Gross Receipts Test and stay below a \$50,000 average for the last three years. If we don't, we will no longer be eligible to file the post card and would be required to begin filing a more complex 990 that could require engaging a tax accountant to prepare. Our income spiked last year because of the large \$10,000 donation that was received from the Morgan family that likely will not be recurring.

Jon is discovering that a majority of the ESCAPE revenue helps with annual expenses and suggests we keep that in mind for next year with regard to the registration fee. We may want to generate more income to offset operational expenses. At the moment, it is challenging to determine our bottom line for ESCAPE 2018 since there are a number of items which are not yet finalized.

After reviewing his prepared budget for 2018, it appears that expenses will exceed revenue by \$5,595. This is a result of the \$5,622 venue deposit for ESCAPE 2019.

Membership Report:

Terry Ann has received the last few checks expected from teams. One team sent a check but not an application and she will follow up with them. She has had no response from Taos Ski Valley SAR.

Training Report:

None

Communications Report:

No updates currently

The next meeting is set for March 26, 2018 at 19:00.

Jon made a motion and Eric seconded, vote was unanimous.

The meeting was adjourned at 20:10.