

In attendance:

Rory Sturm
Gerri Kirkhum
Tom Owens
Anna Wright

Carol Butler
Mike Manzelli
Gary Frame

Judy Frame
Lynnette Boyd
Linda Winger

Meeting called to order by President Rory Sturm at 7:10 p.m.

President's Report:

1. The members of the Altria Employee Community Fund were welcomed and given a tour of the building, shown the autopulse, and met the current BOD.
2. Chuck Mayle presented a check for \$192.00. This was from the Auxiliary's gas grill raffle held during Installation. The Auxiliary suggested the funds could be used towards the purchase of a new TV for Main Base.

*A motion was made to use the money towards the purchase of a new TV and to bring the suggestion forward to the membership, by Mike, Second by Lynette. Motion carries.

3. The "Rules for meetings" was handed out and read. The BOD agreed to follow the rules as written. (See handout for rules)
4. All keys, passwords, codes, combinations, etc. need to be given to one other person on the BOD. Or the information needs to be written down, put in a sealed envelope, and locked up.
5. We are still currently working on auditor's proposals, to replace our auditor.
6. The comments received during Installation have been reviewed. The comments will be taken into consideration when planning our next Installation event.
7. The Auxiliary presented the membership with a promise for \$100,000 during Installation, to build a new kitchen and apply towards creating a better meeting space.
8. The first strategic planning session is still scheduled for Saturday, February 5, 2011 at 9:00 a.m. It will be held at Main Base due to a Dupont EMT class being held at North Base.
9. Recruitment and Retention meeting is on the first Thursday of every month at 6:30, held at the Eanes Pitman training center.
 - a. They suggested becoming more active in the community.
10. The calendars are to be handed out during the February Membership meeting.
11. Make sure your tax forms get turned into the county by January 31st. Rory turned in a list of eligible members to the county for the personal property tax forms.
 - a. It was announced at the last Membership meeting and also brought Installation so members could get the forms.
 - b. They were available at Main Base for the last two weeks.

12. Gerri suggested the Secretary notifies all new members when they have been voted in.
 - a. Linda requested the e-mail address on the membership applications get verified by the VP to make sure it can be read.
 - b. The Secretary will be responsible for creating the files and phone list on members.

*A motion was made for the Secretary, Recruitment and Retention Officer, and Communications Officers to discuss what each position needs by way of information regarding new members, by Mike, Second by Gerri. Motion carries.

13. The report regarding our District 3 meeting is:
 - a. District meeting is 2/5/11. Dinner is at 7:00 p.m. with the meeting to follow.
 - b. There will be a training session for ALS/BLS at 5:30 – 7:00 with CEUs given.
 - c. If we are going to provide a competition team, we must register by 1/31/11 to compete.

End of Report

Chief's Report:

1. Went to the Chesterfield EMS Council meeting.
 - a. Discussed radios and a new mark up procedure.
 - b. The county can only track BBVRS as 1 unit, not individual units.
 - c. The county wants to operate at .35 per unit which equates to needing more ambulances on the road and more crews.
2. MCV will be under construction so we need to expect changes on our access.
3. Manchester is running a CPR class.
4. Forest View has 12 open slots for an EMT class.
5. There is a PPCR and MDC class. February 19th is the PPCR class and March 26th is the MDC class.
6. The SOR's are being reviewed for any additions or changes.
7. On February 7th the new unit numbers will go into effect for Chesterfield County.
 - a. The county will disregard any traffic not coming from the correct radio.
8. We will be putting into effect the "Photo Taking" SOR that was written by Dr. Christiansen. (See handout)
 - a. This will be presented to the membership.
9. We will be putting into effect the "Drug and Alcohol" SOR. (See handout)
 - a. There is no choice on this SOR – it is a mandate from Chesterfield County.

*A motion to add #8 "Disciplinary Action for Violation of Policy" to the SOR, with the change of taking out "This suspension cannot be appealed to the Board of Directors" and changing the next sentence to "If at the end of the thirty (30) day suspension the member still refuses to sign, the member will be dismissed from the Bensley-Bermuda Rescue Squad by the Board of Directors.", by Mike, Second by Gerri. Motion carries.

- b. Mike is to change and send to the Secretary for forwarding to all members.
- c. This will be presented to the membership.

End of Report

Treasurer's Report (See Separate Report):

1. Net Loss of \$1,125.51
2. Received a check from RIR for the standbys we did last year.

End of Report

Membership Report:

1. No new members to be presented tonight for Probationary Membership status.
2. Kenneth Eaton's hand scan is back.

*A motion was made to not recommend him to the membership, by Carol, Second by Judy. Motion carries.

2. No new Probationary to Full Members to present.

*A motion was made for Mike to contact Shannon and verify her intentions with the squad, since she's been probationary since March but still doesn't have her 6 full months, by Lynnette, Second by Judy. Motion carries.

3. Gerri needs to look at who hasn't been pulling their hours and contact them.
4. Ann Behne, who was an Inactive Life Member, is coming back as an Active Life Member.

End of Report

Finance Committee's Report:

1. Reviewed the budget, discussed it, and approved for the budget to be brought to the BOD.
2. Discussed the questions from the bookkeeper.
3. Discussed the squad debit cards and credit cards that needed to be canceled.
4. The interviews for a new auditor are in process.
5. The 2009 audit has been completed. Carol and Rory have copies.
6. Gerri is the only active member on the BB&T account. We need to get additional members set up.
7. We are looking at getting the mailer out in March or April. We want to get back to doing 2 mailers a year.
 - a. Other ideas for fundraisers are being reviewed and suggested.
8. The 3rd Qtr Bingo report has been submitted. The Annual Report is being processed and is due by March.

End of Report

V.P. Report:

1. Rory met with Fletcher Kelly at VA Waste Services regarding the funding of a new QRV. He said he'd look into it but funds were tight.
 - a. He did offer to provide our dumpster for free.
 - b. Pictures of 514 were taken to show to the partners by Mr. Kelly.
2. Rory is working on several grants and letters of intent.
 - a. A grant for ½ of a new ambulance from the Cameron Foundation
 - b. A grant for ½ of a new ambulance from RSAF
 - c. A grant for a new QRV from John Randolph Foundation
 - d. A grant up to \$50,000 from Altria. We need to decide what to apply for.

*A motion was made to proceed with replacing 2 Zoll monitors for approximately \$44,000 by Mike, Second by Gary. Motion carries. Rory will need the details.

No Secretary's Report

End of Report

Old Business:

1. Reviewed the Budget.

*A motion was made to approve the budget, by Carol, second by Mike. Motion carries.

2. The changes to the By-Laws were reviewed. (See handout)
 - a. The changes will be posted for the members to review and then vote on.
 - b. The changes will also be sent out by e-mail for review.
3. The By-Law committee will meet the 2nd Thursday in February to review and fix the wording on our By-Laws.
 - a. They will also review the carry over sections for elimination.
4. The ALS Funding Guidelines were reviewed. (See handout)
 - a. Number 3 needs to be cleaned up on the Training Reimbursement Agreement to match our 10-01 Policy.
5. Rory looked into other options for a postage meter.
 - a. The old Pitney Bowes postage meter needs to be boxed up and sent back.

No New Business:

With no other business the meeting is adjourned for the night at 10:40 p.m.

Submitted for your approval,

Linda Winger
BBVRS Secretary