

In attendance:

Gary Frame	Rory Sturm	Dawn Helton	Mike Manzelli
Linda Winger	Carol Butler	Lynnette Boyd	Chuck Mayle

Meeting called to order by President Rory Sturm at 7:07 p.m.

President's Report:

1. Approval of the previous BOD minutes.

*A motion was made to approve the BOD minutes by Gary, Second by Chuck. Motion carries.

End of Report

At this time the BOD goes into Executive Session from 7:15 – 7:24 p.m.

Chief's Report:

1. The next steps for Revenue Recovery are progressing.
2. A new ambulance has been ordered to be delivered July 15 - 30.
3. The process has started to create a checklist for new Members and for their orientation.
4. Mike is working on getting us someone set up as a Super User so we can assign agency affiliation to our members without it.
 - a. The Training Team also needs to be able to see status expirations for Members.
5. Crews are having problems finding backboards and KEDs at Main Base to replenish from.
 - a. Need to find out if they are being stored in one of the out buildings at Main.
6. We are having problems with equipment disappearing out of the units and only some of it showing back up.
 - a. A discussion was held about installing cameras in the stations to monitor the equipment.
 - b. We'll have to install security measures for the MIVITs as part of the Revenue Recovery process.
 - i. It would require 6 cameras at Main Base and 4 at South Station.

End of Report

Membership Report:

1. Two Members to be presented tonight for Probationary (6 month) Membership status:
 - a. Robert (Shaun) Hankins
 - b. Joseph Kaufhold

* A motion was made to move them forward to Membership, by Mike, Second by Chuck. Motion carries.

End of Report

Finance Committee Report:

1. The prices for a Spring Mailer were discussed.
 - a. Clarification needs to be done on the prices quoted before the information can be properly reviewed by the BOD.
2. The RSAF Grant was turned in.
3. John Randolph said no to our grant request.
4. The Cameron Foundation information will be turned in by Friday.
5. The Altria Grant was submitted on time.
6. Randy Forbes said he will get someone to help us navigate Federal Grants.

End of Report

V.P. Report:

1. Gary will write up a procedure on how to divide/copy the new membership packet information.
 - a. This procedure will be added to the SOR's.
2. We still need to put together the list of preferred suppliers.
 - a. Dawn Helton offered to put the list together.
 - i. She will work with Carol to get a list of suppliers paid within the last year to narrow down what we've used
 - ii. The finished list is to be reviewed by Mike.

End of Report

Treasurer's Report:

1. The Beach Grange Basket Bingo was a big success.
 - a. The check has not been received from the proceeds yet.

End of Report

Secretary's Report:

1. Dawn Helton offered to take the Membership Application and turn it into an editable PDF which will be sent to me to put on the website.
2. Dawn Helton will look to see if she still has a Word version of the By-Laws to allow the Secretary to put the sections separately on the website.
3. Chuck took a letter to Best Buy requesting a donation of a projector since ours disappeared.
 - a. We can also use Funds 4 Life to buy a new one.

End of Report

Board Members @ Large Report:

1. Nicki Stoltz resigned from the Junior Squad.
2. There will be an EVOC class (full and recert) held on April 18, 19, & 22, at the Pitman Building and Manchester 2.
 - a. Information has been posted and emailed for the class.

End of Report

No Junior Squad's Report:

Old Business:

1. The Chief is still working on a Master Driver program for the squad.
2. We still need to set aside some funds to change the locks on the drug cabinets.
3. The notebooks on the units should all be updated and running now.
4. The vending machine needs to be stocked.
 - a. Rory will get the keys from Shumaker and get it stocked.
5. The MDC on one of the units had to keep getting logged into when it goes into sleep mode.
 - a. The Communications Officer was notified and couldn't correct the issue.

End of Report

New Business:

1. Rory wrote up a draft version of some new policies (which will need to be reviewed by an attorney) for:
 - a. Anti-Discrimination
 - b. Anti-Harassment
 - c. Sexual Harassment
 - d. Reporting Harassment
 - e. Disciplinary Measures for Harassment
2. The Equipment Officer expressed concern that he did not have a key to the office at Main Base and over control of 519.
 - a. Unit 519 is a utility vehicle for use by Buildings and Grounds and not an Operations vehicle.
 - b. The keys to 519 were locked up to prevent misuse of the unit.
 - c. Unit 519 is currently under the Operations section on the budget.
 - d. The Equipment Officer is only responsible for maintenance on the vehicle.

End of Report

*A motion was made to adjourn the meeting by Mike, Second by Chuck.

With no other business the meeting is adjourned for the night at 9:18 p.m.

Submitted for your approval,

Linda Winger
BBVRS Secretary