

Executive Board Meeting Minutes

6-10-2020

<u>Officers</u>		<u>Team Leads</u>		<u>Committees</u>	
Chair: Peggy Gablehouse	P	Training: Don Lee		Evening Meetings -	
Vice Chair: Barry Bookman	A	Membership:		Fair – Anne McClellan	A
IT: Steve Rees	P	Materials/Events: P. Gablehouse	P	Facebook – Kristie Adams & Peggy Gablehouse	
Treasurer: Abby Schofield	P	Comms: D. Haycock	A	CERT - Barry Bookman	A
Secretary: Tuuli Bookman	A	Funding -			
MAL 3yr: Ray Kittleberger	P				
MAL 2yr: Curt Scott	P				
MAL 1yr: Steve O'Donnell	P				
MAL 1yr: Lyman Foulkes	P				
MAL 1yr: David Haycock	A				

Key:

P = present PE = present but left early A = absent

Meeting Location: Zoom Video Meeting

Call to Order: 1002

Quorum Present? YES

Guests: Kristy Adams (intern and asst. to Steve Rees)

Agenda Changes: None

Approval of Past Minutes: Yes, minutes of 5-19-2020 approved pending one change on pg 4 very top to read “Executive Board Meetings will continue to be held on the second Wednesday of each month at 1000.” So moved and seconded.

Reports:

Treasurer:

- 1) Currently \$2,874.12 in bank – Several recent barrel sales have increased our account
- 2) Report on updating of name correction with State, County, and Fed – Abby is now the registered agent with the State. She has a request into the State on how to change the name. More later.
- 3) Business license – Is going to talk to Tuuli about who told her PEP-C needed a license and Gig Harbor as to why we would need a license.

Kristie Adams – School Report:

- 1) She is getting ready to graduate and this was the final item she needed to complete. She believes that this report will work with our Strategic Plan we have developed. We did a shared screen. – See attached report.

Chair:

Special thank you to Ray Kittelberger, Barry Bookman, Tuuli Bookman, Don Lee, and Peggy G for all of the work done on the Bylaws and Strategic plan. Additional thank you to Curt Scott and Steve O'Donnell for their input and reviews

- 1) Discussion on Bylaws and Vote - Abby had not received the latest Bylaws or Strategic Plan or the latest version of the Reimbursement Policy – Peggy will send it to her once the meeting is over. Motion was made to approve the new Bylaws effective 6-10-2020. Passed with 2 abstentions.
- 2) Discussion on Strategic Plan and Vote - See above comment. Motion was made to approve the new Bylaws effective 6-10-2020. Passed with 2 abstentions.
- 3) Budget and Audit – Would like to have done before the July meeting. Ray and Peggy will work on the budget and audit. Abby has offered her assistance.
A –It was suggested to call it a “financial review” rather than an audit since a CPA would not be involved. Chair concurred.
- 4) MOU with Pierce County: Ray, Peggy & ? to have meeting with Wyatt Godfrey and his supervisor on PC support and MOU – Ray suggested Don Lee or Kristie to go also.
- 5) Dues and Defining Membership – Most everyone is against the Dues and Chair read, in part, an email David Haycock sent to her along with his report. He also disagrees with the dues. Discussion included that a Directory is not something they really want and even if we had one, it could be out in a secured area online. Ray said most people don't want the publicity of putting their personal addresses on the directory. A vote was taken regarding dues and all votes present were for no dues at this time, with Chair abstaining.

Team Reports:

Training:

- 1) Kristie was suggested for the position and she will think about it and let the Chair know

Info:

- 1) Completed Paypal and it is now going to the Columbia Bank account
- 2) The free calendar only allows 5 items on it without charging a fee. Before Covid, it would have been worth paying the fee since we had quite a bit going on. Curt motioned; It was approved to allow \$60.00 for expanded use for website hosting. The decision as to when to activate this will be determined by Steve Rees, the Treasurer and the Chair. Moved and passed.
- 3) Go Fund Me costs 1.9% plus \$.30 per \$100 transaction and Paypal was \$.30 more. It was decided that we will keep Paypal and that Go Fund Me will be used for Specific Projects.

Emergency Communications:

- 1) Get on the Air Class
As soon as the current meeting restrictions allow, we would like to continue with our Get On the Air Classes. We had planned a 3rd class and now also propose a 4th class to follow on from the original two classes held at the KP Civic Center.
- 2) PARET
As with other organizations PARET has dramatically changed its meetings. Because it is a radio communications organization however it has continued to meet weekly on Monday evenings by radio. The communication network response has in fact increased with daily participation in a county wide emergency net held by ARES District 5 (Pierce County). Although ARES currently cannot hold the monthly meeting at the County EOC, a monthly meeting has been held using Zoom. Despite restrictions caused by pandemic response a quarterly emcomm drill was held on May 30th.

Participation by PARET was hampered dramatically by the untimely arrival of a thunderstorm.

3) St. Anthony's Hospital

We attempted to revive the effort associated with relocation of the radio room at St. Anthony's. More importantly we were also keen to integrate PARET into the emergency operations at St. Anthony's. Not long after reestablishing contact with the emergency manager for the hospital group, the pandemic hit and the activity is on hold until a more suitable time.

Materials / Events:

- 1) Most all events have been cancelled and Peggy wanted to know if people were comfortable with doing an event if one should come up. The shared theory was we will see what is going on at the time. Briefly talked about Costco week and YMCA Health Fair.

Funding: No volunteers

Membership: No volunteers

Committee Reports:

PCNET / MYN (Don Lee):

- 1) Basically Pierce County is closed and no PCNET or MYN is happening. Peggy asked Don Lee about the list on HOAs and asked him to pass on to Peggy and Fox Island any names that were not in his area of Gig Harbor

Fair (Ann McLellan - absent):

- 1) Ray suggested to have a Spring Fair rather than the Fall fair. He feels that since we will be just coming out of the Covid, that things will still be fresh in their minds.

Saturday Meetings (Peggy Gablehouse):

- 1) Peggy discussed needing someone to head up this committee and that she would work with the person to get speakers and plan meetings. No volunteers

Cert (Barry Bookman - absent, excused) - No report

Facebook – Kristie Adams

- 1) She is working closely with Steve Rees and they have decided not to put a lot of Covid on the Website. Peggy also mentioned to begin to use the Facebook Group that is a closed group of people who are interested in Emergency Preparedness. It is a way to get information to more people. Peggy and Kristie to get together later.

Chamber & Business Breakfast news (Steve O'Donnell):

- 1) He is attending both meetings via Zoom. To Join the Chamber meeting on Thursdays at 8:30 AM, go to the Chamber website and register. He announced that Curt Scott will be the featured speaker in September at the Rotary Club in Gig Harbor. Rotary meetings go from about 7-8:30 AM on Friday mornings

Next Meeting: July 8th at 10:00 AM

Meeting Adjourned: Moved and seconded. Unanimous approval to adjourn: 1130

Submitted by:

Tuuli Messer-Bookman – Secretary

Approved via email vote: June 25, 2020