

Appalachian Search and Rescue Council  
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[www.asrc.net](http://www.asrc.net)

Bi-Monthly Conference Call  
January 26, 2017

Attendees:

Keith Conover, Chair [kconover@pitt.edu](mailto:kconover@pitt.edu)  
Dan Brizuela, Vice Chair [danbrizuela@gmail.com](mailto:danbrizuela@gmail.com)  
Victoria Airey, Treasurer [Victoria@airey.com](mailto:Victoria@airey.com)  
Kathy Yocum-Lamb, Secretary [Lamb\\_sheep@aol.com](mailto:Lamb_sheep@aol.com)  
LuAnn Gatti, Membership & Canine Working Group, [lou128@hotmail.com](mailto:lou128@hotmail.com)  
Mike Hanson [caninehandler@gmail.com](mailto:caninehandler@gmail.com) , [operations@asrc.net](mailto:operations@asrc.net)  
Joycelen King, [jking@smrg.org](mailto:jking@smrg.org)  
Steve Weiss, [steven.c.weiss@gmail.com](mailto:steven.c.weiss@gmail.com) (add to list for meeting)

Discussion:

- Agenda – moving forward Keith requested Dan prepare an agenda for the call/meetings. This is to be sent out to the officers'. Jocelyn is to be included, as this will assist in a smooth transition from her to Kathy. In addition it was determined the Steve Weiss could be added to this call. His input and attendance as the Credentialing Board member would be of value.
- Bi-Monthly meeting purpose – should be a 1 hour meeting to have status reports, overall check-in for members to report what is occurring in the groups they are involved in, are they moving forward, questions that arise and secure any additional resources necessary to continue with tasks and move them forward. Intention is accountability and assurance we are not stagnant and moving in the desired direction. As we move closer to council events focus should be on those events to assure a successful event.
- Free Conference Call Line – Questions regarding the service that we use for these tele-conference calls. This was set up by other board officers', it is free up to 1000 callers which would not be a concern for this group. We will continue to utilize this service.
- Corresponding Secretary – Keith invited Mike Hanson to be our Corresponding Secretary As well as our Web Master of Technology Officer. Mike agreed to this added responsibility/post on the board. As Corresponding Secretary he will update the ASRC lists.
- Members only Website – to be useful to the members the contact information is to be available to allow easy access and direction of who can contact who for specific reasons.

- Additional Comments on Internal Communication Lists – Need to sort out the email lists, who is active, ASRC BOD should be updated first then move to the rest on the ASRC email lists.
- Assure the Medical Committee is on the ASRC medical lists.
- Discussed SLACK as a communications venue, yahoo, google accounts or other electronic communication venue for the group to use. Mike agreed to coordinate, gain control and play with other ideas and experiment to try to find easiest, least constrictive method and present to the group.
- Jocelyn is searching for October minutes and will complete and send out ASAP. Also working on the minutes from the January retreat.
- BOD Meeting Minutes, January 2017 – All minutes from the break out Executive Session are to be typed separately, they will not be available for general membership. They will be archived.
- Executive Session – Keith will contact Andrew regarding his time line for completion of the discussion, review and completion of his report (which is to be completed by February 1<sup>st</sup>). The report is to be presented to the board on February 5<sup>th</sup>. Mike discussed the potential of a back-up/ contingency plan in the event this is not completed. Keith is going to send a stream of emails to Andrew hopefully to assure his completion of his assigned task is completed as promised. We cannot let this issue go longer, finality must occur.
- BY-Laws – Board / new by-laws. Some questions – number of certified members = a group. How many FTM must a group have? Don sent a matrix to Mike which would assist in determining the actual for each group depending on their membership. This will assist with groups of varying sizes, IE. #’s for groups with 20 members v. numbers for groups with 100 members. Keith will contact Don to send information out.
- Branding Guide – Keith continues to work on this. Latest version has been sent for proof reading (Mike & Don). Formatting (FTM) 7.2 then version 8.0 will be out in about 1 year.
- AGM – Needs to be determined ASAP.
- Agenda for February 5<sup>th</sup> meeting – Dan will complete and send out. Items presently are: Decide on the disciplinary action from report from Andrew. AGM date. # of people for FTL & FTM. ASRC Fellowship. Each item should have a 10 minute time limit to assist in progress of the meeting.
- Kathy will contact the manager of the Bears Den in attempt to secure our 2018 retreat date. Will try for the second weekend in January.
- Research Coordinator Position/ Grant Coordinator – Mike discussed this position and intended role. Heather Lum, NWPA had expressed interest. Grant Coordinator is work to obtain grants to assist and expand research.
- Training Video – Mike working on this, it is a slow burn project.
- Working Canine Group – Luann reported responses have been minimal at best. Brian and LuAnn.
- Minutes Bi-Monthly Call - I will (Kathy) take and send out minutes to assist in helping us to know who, what and when information and committees /groups discussions held bi-monthly are available for review and by this group.