1. **Chair report/ General Announcements**
   There are eight members who are in arrears. Don will be sending letters out to those people to alert them that they have been removed from the roster. This step has been taken due to payment of external agencies being based on rosters.

2. **External Organizations (ASRC/PSARC/MRA)**
   a. ASRC- BOD meeting will be on the 16th. TSAR has withdrawn from ASRC. Chris Ruch is being nominated as the training officer for the rest of the current term.
   b. PSARC- N/A
   c. NCRC- N/A
   d. MRA- MRA dues have been paid based on 22 members. The proposal to standardize reaccredidation process will be reviewed at this weekend’s business meeting.
   e. Allegheny/Region 13- There are ongoing discussions.

3. **Committee Reports**
   **Membership**
   a. The Committee will present the initial draft to the Board members this month.

   **Operations**
   **Year End Mission Summary**
   Standbys: 29 total alerts
   Missions: 7 missions (5 searches, 2 technical rescues), totaling approximately 270 Man-hours of mission time.
   Of those 7 missions:
   - We located 4 subjects status 1 and returned them safely to their families.
   - 1 subject was located status 3 (crime victim)
   - 2 subjects were not located and the searches were suspended (both of these suspended searches were for subjects that had been missing for months and were recovery operations.)
   On the training side, we conducted or attended more than 80 training and public outreach activities and invested more than 2500 man-hours in these activities. There have also been numerous early alerts which have resolved themselves before callouts were issued.
   a. Callouts-
      a. Sarah Fox Search- 2 AMRG people went down for the search.
      b. Standby in Ross TWP. The incident was cleared up in 20 minutes.
   b. Medical officer-
      QRS Application- An email has been sent to Shawn. Waiting for a response.
Training Report/ Presentations
   a. Dog Training Update- There will be a training on the 2\textsuperscript{nd}.

Marketing-
   N/A

Finance
   a. Financial Report
      \begin{tabular}{lcc}
         & November & December \\
         Assets & $5,650.10 & $4,943.73 \\
         Liabilities & $1,181.94 & $0.00 \\
         Cash on Hand & $4,468.16 & $4,943.73 \\
      \end{tabular}

   b. Grant update- n/a

Other Business-
   a. The MOU with North West continues to progress.

For The Good of the Order-
   N/A