Agenda Item 1

Subject: Opening Administrative Business

a. Call to Order by President Bell at 1:00pm EST.

b. Roll Call (Secretary Vorachek)
   i. Monty Bell  P
   ii. Mike Vorachek  P
   iii. Rob Brewer  P
   iv. Lee Lang  P
   v. Bernie Fontaine  P
   vi. Kimberly Kelly  P
   vii. George Rice  P
   viii. Don Stephens  P

Executive Director Chris Boyer  P

Guests Marty Lentsch, National SAR Memorial

c. Approval of February Meeting Minutes. Motion by Vorachek. Second by Lang. Motion carries by voice vote.

d. Review of Executive Committee Minutes. No Executive Committee meetings since last meeting.

e. President’s Report. Request that we focus on actionable items this meeting to ensure we meeting our timeline.

f. Treasurer’s Report Brewer stated that the February financials were placed in Drop Box this morning. We have a couple of outstanding invoices but they should not have a significant impact. We are doing better than we had budgeted. Revenues up by about $7K. Boyer has a couple of contracts for Bewer’s review. Excel spreadsheet for Quarterly Compensation for Boyer is in Drop Box. There is a concern regarding how we are providing Boyer’s health insurance and we need to correct the situation to ensure that we are legally compliant. Boyer explained that for our two employees we have to provide a structure for the coverage so that it will be a benefit, which may be something that we need to further examine. We have an arrangement with Ellen Wingerd that meets all requirements. We will need to develop a structure for Boyer. Stephens stated that he is an insurance agent and will work with Boyer on this issue. Bell noted that we need to get
the financial information from Ross Robinson earlier in the month so that the BOD has time to review and take actions that might be necessary.

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**Agenda Item 2**

**Subject:** Executive Director Report

ED report is provided as attachment 1 to the minutes.

MLPI will require approximately $40K to complete. Boyer is asking for a motion to approve a Kickstarter campaign to raise the funds. Motion by Bell, second by Kelly. Motion carries by voice vote.

Marty Lentsch is working on a National SAR Memorial project as is requesting an Endorsement by NASAR. Rice moved to endorse, Bell seconded. Discussion. This will be a 501c3 structured organization. She is working on the IRS application. She has developed Articles of Incorporation. She is working on obtaining volunteers for the Board of Directors. NASAR will have a fixed position on the Board. Voice vote carries with one abstaining vote.

Boyer and Lang are ready to print the Response Pocket Guide which will require a $5K budget for printing 1,000 copies. Vorachek makes a motion to approve, second by Bell. Bell inquired on the return on investment. Boyer stated that Lang did all of the work on this project with no cost to NASAR. Boyer recommends that we use a lower cost printer, with nominal cost for each RPG. Bell stated that we need some additional information to make a financial decision. Brewer will work. Vorachek removed his motion and Bell removed his second. The motion was taken off the floor.

We have received the Freedom of Information Action (FOIA) review from our attorney. It has been given to the BOD via Drop Box. Bell stated that we do not have any actionable items in front of us at this time. Boyer is working on obtaining additional information.

SARCON 2015 is progressing. Over 40 presenters identified. Board schedule has been sent out. We will have our traditional General Membership meeting. We will need to do this next year.

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**Agenda Item 3**

**Subject:** Amendments to Bylaws

Vorachek explained that there were two proposed amendments that have been sent to the BOD and a third one is being prepared. In addition, we are working on several policies as recommended by our attorney. In the interest of time, he recommended that these documents be distributed to the BOD prior to the June meeting and acted upon at that meeting.
Agenda Item 4  
Subject: New Business

Organizational chart. Boyer indicated that he does not have all job descriptions, but he has asked several members regarding their potential interest. Bell requested that all BOD members review the chart and email the BOD members with any comments. Bell made motion for approval, Vorachek second. Approved by voice vote with one opposing vote. Copy provided in attachment 2.

Agenda Item 5  
Subject: 2015 Conference Call and Meeting Schedule

April 15 1pm Eastern Conference Call  
May 20 1pm Eastern Conference Call  
June 4 In-person meeting Estes Park, CO (Time TBD)  
June 6 Annual NASAR General Meeting, Estes Park CO (Time TBD)  
July 15 1pm Eastern Conference Call  
August 19 1pm Eastern Conference Call  
September 16 1pm Eastern Conference Call  
October 14 – Strategy and Budget 1pm Eastern Conference Call  
October 28 – Strategy and Budget 1pm Eastern Conference Call  
November 18 – Budget Approval 1pm Eastern Conference Call

Motion for adjournment by Bell, second by Vorachek. Voice vote. Meeting adjourned at 1:57pm EST.

Minutes compiled by Mike Vorachek, Secretary

Attachments
1. ED Report
2. Approved Organizational Chart
Attachment 1
Executive Directors Report
March 2015 Board of Directors Meeting

ITEMS REQUIRING BOARD ACTION
- Approve the ERI master agreement and MLPI project sub-agreement
- Approve the Kickstarter campaign for funding the MLPI update (description in dropbox)
- Received FOIA Opinion from Attorney (see document in DropBox)
- Request from Marty Lentsch to endorse her efforts for a National SAR Memorial (see document in DropBox)
- Resolve ED Health Plan structure
- Approve $5,000 in unbudgeted expense to print SAR-RPG guides

SARCON2015
- The workgroup is meeting weekly via conference call. Preliminary items for scheduling:
  o 6/2 – 6/3: SSARCC meeting (ED to attend)
  o 6/4 BoD Travel Day / Registration (evening BoD workshop)
  o 6/5 BBQ / Awards (BoD workshop during the day)
  o 6/6 BoD meeting and General Membership Meeting (BoD workshop during the day)
  o 6/7 BoD Travel Day
- Contract approved and signed by Rob

FINANCES
- Arkansas Regional Conference ($300), NM ESCAPE ($600), VA SAR conference ($300), CA SARSCENE ($1500)
- Provided Rob with my cell phone and internet bills for review and development of standard monthly expense charge

OUTREACH
- Working on design for updated newsletter
- Strategy series on website
- Website is syncing with FaceBook
- January BoD minutes on website

MEMBERSHIP
- Gave Tom Millen a Life Membership for his years of NASAR presentations at Indiana University (article for newsletter coming soon)
FUNDRAISING
• See comments on Kickstarter for the MLPI project

MISCELLANEOUS ITEMS
• Website is rolled out
• GAO conference call to discuss state & local SAR integration into national response
• 2015 SAR RPG in process (quote / ISBN)
Attachment 2
NASAR Organizational Chart for 2016