Friday, January 13, 2017

Agenda Item 1
Subject: Opening Administrative Business
The meeting convened at approximately 15:30 CST on January 13th, 2017
Call to Order: Vorachek

Roll Call
Board Members:
George Dresnek  P
Mikki Hastings  P
John Peterson  P
Dave Powers  P
Don Stephens  (By telephone)
Earl Tilton  P
Mike Vorachek  P

Staff: Chris Boyer

Guests: Adam Hastings

Agenda Item 2
Subject: Special Orders


Officer Elections

Floor Nominations for President. Vorachek nominated. Boyer tabulated votes. Vorachek elected as President.

Floor Nominations for Secretary. Stephens nominated. Boyer tabulated votes. Stephens elected as Secretary.

Agenda Item 3  

Agenda Item 3A  
Subject: Approval of November 2016 Board Meeting Minutes (Vorachek)  
Motion for approval by Dresnek, second by Powers. Approved by voice vote.

Agenda Item 3B  
Subject: Executive Director Report (Boyer)  
- Review and sign Nondisclosure Agreements for new BOD members. Completed. Stephens will sign and forward to Boyer.

- Executive Director year-end report covered approximately two hours. The November-December written report is contained in attachment 1. A copy of the Power Point slides is available in Adobe format upon request.

The Board went into recess for dinner at approximately 5:15 pm and reconvened at 6:55 pm.

The Board went into recess for the evening at approximately 8:30 pm.

Saturday, January 14, 2017  

The Board reconvened at 0810. All members present or on telephone.

Agenda Item 4  
Subject: General Orders  
- There are currently no hold over items from previous meetings

Agenda Item 5  
Subject: New Business

Agenda Item 5A  
Subject: CY 2017 Budget, Strategy, Goals and Objectives (President and ED)

We will use the 2016 run rate as the base for the 2017 budget. This reflects a decrease in projected income over several previous years. Total income is expected to be approximately $411K. Expenses are projected at approximately $347K.

Boyer provided a budget note from 1998 that showed we were essentially the same size of membership base (approximately 1600 individual members) as 2016.

The Board had considerable discussion on Organizational memberships. The cost of processing and maintaining the data associated with Organizational
memberships is significant. Boyer has proposed an increase from $185 to $225 for new organizations effective February 1, 2017. For 2017, renewals will remain at $185 and increase to $225 on February 1, 2018. Motion by Dresnek, second by Peterson. Voice vote. Motion carries.

Boyer provided a graph showing the monthly membership for 2014-2016. There was a significant increase in the 2016 individual membership when we offered the $55 sale. The Board decided to keep the initial Individual member dues at $75, however we will add one of the new pocket guides in the package and provide additional information on member benefits to attempt to provide more value to our members.

Boyer provided an overview of some of the new courses that he is proposing we develop. This would be geared towards offering more educational opportunities with courses that would be approximately 8 hours in length, but cover more specialized topics. Some of the proposed courses are Field Team Leader, Section Chief, Mass Rescue Operations, Urban Search and Rescue for Wilderness and Family Liaison.

NASAR will continue to hold or reduce prices for Bookstore items Individual members. Prices have not increased in 4 years. We will increase the non-member prices 3-5% per year.

_The Board took a recess for lunch at 1200 and reconvened at 1240._

Motion for approval of the budget. Peterson requested to approve the motion. Hastings second. Discussion. Peterson would like to have some discussion of support for the Customer Service Manager and more rapid development of the newer course materials. Voice vote to approve as presented.

**Agenda Item 5B**  
Subject: Bylaw Updates (Vorachek)

| 2017-1  | Composition of Board |
| 2017-2  | Reinstatement of term limits for Board members and change time requirement between terms |
| 2017-3  | Responsibilities of Board members |
| 2017-4  | Time period for filling vacant Board positions |
| 2017-5  | Elimination of Nominating Committee and replace with Election Committee. Define roles and responsibilities |
| 2017-6  | Changes to governance of Corporation |
| 2017-7  | Removal of outdated committee and functional responsibilities |

Each proposed amendment was discussed. Some minor changes were made to what had been distributed. A motion to approve the changes as
discussed was made by Hastings, second by Tilton. A voice vote resulted in unanimous approval. The changes will be forwarded to our attorney for review before being finalized.

**Agenda Item 5C**

**Subject:** Executive Director Contract renewal (President and Boyer)

Board has requested that Boyer prepare and provide a presentation on his contract and his concerns. This is to be delivered to the Board prior to the May meeting.

**Agenda Item 5D**

**Subject:** Member Benefits (Stephens)

Stephens provided a presentation on BenefitHub™ to outline a potential package for our Individual members. This package would be available in both the US and Canada. The package consists of a broad variety of discounts and other benefits that could be selected by Individual members. There is no direct dollar cost to NASAR.

**Agenda Item 5E**

**Subject:** Reinstate requirements for Instructors to be Individual Members (Boyer)

NASAR has 461 Instructors/Lead Evaluators, 158 (approximately 33%) are members. By requiring them to be members, we want to increase loyalty to NASAR, cover our processing expenses, and improve “buy in” to NASAR programs. Motion to require existing Instructors and Lead Evaluators to be Individual members by January 31, 2018. New Instructors and Lead Evaluators must be members at the time of application. Motion introduced by Tilton, second by Dresnek. Discussion. Approved by voice vote.

**Agenda Item 5F**

**Subject:** Western Training Center (Peterson)

John Peterson provided a proposal for the establishment of a NASAR training center in the greater Las Vegas (NV) area. The Red Rock SAR (RRSAR) organization was established in 2012 and currently has approximately 200 members. They have a training facility that was donated to them that would be used for NASAR classes. There is a park adjacent to the center for outside training. They have access to other land area that can be used as needed. RRSAR is proposing that an MOU be developed with NASAR.

Boyer pointed out that there are a number of items that must be looked at as this concept is examined.
**Agenda Item 5G**  
Subject: Learning Management System Update (Boyer)

Boyer reported that he has been looking at several LMS’s. First observation is that they are very expensive. He has identified a vendor (ANewSpring) that has the right pricing model. He has been uploading the SARTECH IV on the system as a beta test.

He walked the Board through a screen presentation of the draft SARTECH IV test.

**Agenda Item 5H**  
Subject: ADSAR Text Proposal from B. Fontaine and C. Judah (Vorachek)

Vorachek outlined a brief history of the development of the book. NASAR has discussed this topic at several Board meetings, however no formal documentation has been issued.

The Board decided not to pursue this project during the June 2016 Board meeting. NASAR is not going to attempt to overcome several legal and ownership issues and this matter is considered closed.

The title “Advanced Search and Rescue” is used on a NASAR copyrighted textbook and needs to be removed from the text if it is published in the future.

NASAR has told C. Judah that she may continue her effort to publish the text under another title.

**Agenda Item 5I**  
Subject: Demonstration of SARTECH IV (Boyer)

This was combined with 5G above.

**Agenda Item 5J**  
Subject: Membership Survey (Vorachek)

Vorachek discussed creating a survey of the membership on various issues. He will contact the Board members and coordinate with Boyer on the topics and questions.
Agenda Item 5K  
Subject: Survival Training Course (Dresnek)

(1) Adopting survival training program as offered by G. Dresnek (President)
(2) Potential conflict of interest * (President)
   (NASAR COI Policy – Article II, para 4a and last para of Article II)

Dresnek provided an overview of a proposed NASAR survival training program.  
The program must be developed and meet all of the NASAR program requirements.  Boyer will coordinate with Dresnek.

The meeting went into recess at 7:30 pm. We will reconvene at 8:00 am tomorrow.

Sunday, January 15, 2017

The meeting reconvened at 0806. All members present or on telephone.

Agenda Item 5L  
Subject: Other New Business

(1) Boyer provided an overview of new introduction slide set for all of the NASAR courses.

(2) (a) MUPC Conference. This year’s focus is not on SAR. Will have the booth and 2 people attending. We will work with the National Criminal Justice Training Center (NCJTC) for both conference and education tracks. Education is tied to Fox Valley Technical College.

(b) 2018. SARSCENE will be in British Columbia.

(3) Advertising. To be determined. Candidate sources include:

   (a) Civil Air Patrol Volunteer magazine
   (b) National Guard Association United States (NAGUS)
   (c) Backpacker or Outside magazines
   (d) Emergency Management magazine
   (e) Firehouse magazine
   (f) International Assn of Emergency Managers
(3) State SAR Coordinator's Conference. Boyer and Vorachek will work with their representatives to discuss their affiliation with NASAR.

Proposed 2017 Meeting Schedule:

February 15 – Conference call (1:00 pm EST)
March 15 - Conference call (1:00 pm EST)
April 19 - Conference call (1:00 pm EST)
May 17 - Conference call (1:00 pm EST)
June 9-11 – In-person meeting and Annual meeting
July 19 - Conference call (1:00 pm EST)
August 16 - Conference call (1:00 pm EST)
September 20 - Conference call (1:00 pm EST)
October 18 - Conference call (1:00 pm EST)
November 15 - Conference call (1:00 pm EST)
December – No meeting

Adjournment

Motion adjourn by Hastings, second by Petersen. Voice vote. Meeting adjourned at 1100.

Meeting minutes approved by voice vote of the Board during the February 15th meeting.