



KCSARA Governing Body Meeting

Bellevue, Washington
Minutes for November 14, 2011

Attendees:

Dennis Brislawn
Mike Arnold
Darren Emmons
Randy Riggs
Jon Wartes

Garth Brown
Mary Beebe
Dennis Gaddy
Frank Rossi
Janelle Wierenga

Ameeta Chainani
Martin Chisholm
Nancy Gaddy
Todd Stone

Kathy Decker
Kyle Dropp
John Macduff
John Traylor

Note: Names in bold print are KCSARA Unit Reps

Call to Order/Introductions

Meeting was called to order at 7 p.m. by Dennis Brislawn. No guests.

Review/Approval of September Minutes

Mike moved to approve the minutes, seconded, and passed.

Mission Activity & KCSO/WSSARCA Report (Kathy Decker)

- Nine missions, most of them evidence searches, Sno County assist in Granite Falls and two in Redmond (homicide) negative on both, Alzheimer's in Redmond, Mailbox.
- Redmond mission (missing Bellevue toddler) was really big (143 members) and the Bellevue commander was very impressed with our organization. Job well done!
- No UL meeting – KCSO moving again to the Hangar in Renton. Possible down time for 2 – 3 weeks while we unpack.
- Two reminders – several complaints have been received re SAR volunteers not following traffic laws or driving aggressively. Remember that you represent SAR, so create the right image. Also, in your private lives don't use KCSAR as an attempt to get out of police situations. Members may be (and have been) terminated for this kind of behavior.

Treasurer's Report (Garth Brown)

- Garth and Dennis had two meetings with accounting firm and took action to get book keeper (bookkeeper@kcsara.org) and controls in place; received a whole set of best practices which we're weeding through.
- Have books for 2010; by the end of the year should reinstate our financial status which is important for fundraising purposes.
- Have two proposed versions of P&L - accountant will tell us which is better.
- Tom still has check book till Garth can pick up.
- Have looked at filings for non-profit for WA and found some issues to address. Once those are done, we have intend to work on potential Sales Tax issues related to the KCSARA "store" at the Academies which involves going to Dept. of Revenue and explaining the situation

- We have to resolve compass issue and do final inventory for store this year.
- New bookkeeper tied into accounting firm's system, so they are hosting our accounts and can answer questions, take responsibility for backups.
- Records retention (Dennis) – important to resolve; will create scanning system for critical corporate documents; want to buy fire proof safe (two drawer, legal with filing cabinet) with lockable drawers. Cost of safe: \$500 – 1K. Dennis Gaddy made motion to spend this amount on the safe, seconded by Garth seconded and passed.

Old Business:

Mission survey (Garth) – A great deal of discussion ensued from the presentation of survey results. A summary will be published by Garth.

Meeting adjourned at 9 p.m.

Next meeting will be held on December 13, 2011 at Master Builders Association in Bellevue.