# Cary CERT Association

Board of Directors Minutes

Wednesday, November 2, 2022, at 6:30 p.m.

ZOOM

**Officers**:

President: Randy Stark – Present At-Large: Dawn Truskowski – Present

Vice President: Julie Carlino – Present At-Large: Sonia Estroff – Present

Secretary: James Danks – Absent At-Large: Stan Levine – Present

Treasurer: K. Kanakasapapathi – Present Others: David Taylor – Present

Liaisons: Captain Blake Boyd – Present George Dolicker – Present

Brad Robinson – Present Tony Biondo – Present

Matt Jacoby – Present Cathy Hooper-Newlin – Present

Steve Botha – Present

Urmila Staudacher – Present

Sue Olmsted – Present

Robin Lane – Present

**Meeting start time**: 6:30 p.m.

**Approval** of October 5, 2022, BOD meeting minutes. Dawn motioned to approve, and Julie seconded.

**Approval** of Treasurer's Report – see detail attached K. Kanakasapapathi

* Account balance beginning of October 2022 was $9,813.52.
* Account balance at end of October 2022 was $8,515.17.

**Committee Updates**:

**Communication**: Randy Stark

CERN NET:  Cancelled.

**Fundraising**: Cathy Hooper Newlin

No update this week.

**Training/Exercise Updates**:

* Monthly Training on October 13, 2022, at Station 9, 7 p.m. – 8:30 p.m. Randy Stark  
  Blake and Brad reviewed the fire extinguisher training from CERT Basic. 14 people had a chance to try the new water fire extinguisher and burn pan that Cary FD bought.
* General Meeting on November 10, 2022, at Station 7, 7 p.m. – 8:30 p.m. Randy Stark  
  General Meeting in November will have the elections and go over the year. Randy and Stan are preparing the budget; Julie/Sonia will prepare the statistics for the events/volunteers; and the 2023 training schedule will be given out. Julie to create ballots.
* End-of-Year Party on December 8, 2022, at Cary Arts Center, 6 p.m. – 9 p.m. Randy Stark  
  This party will be open to spouses. Board will take care of bringing drinks. “Pot-luck” desserts from people who are coming. Will need RSVP by December 2 to provide the FD. Dress is holiday-casual. We want to make sure fire personnel also come. Awards will be presented at the party. The list has been forwarded to the FD. Julie to create an invitation to send out ASAP.
* GO Team Exercise on October 15, 2022, at North Cary Park at 8 a.m. Julie Carlino  
  10 people came out to the exercise. We learned quite a bit. We then went to breakfast at IHOP afterward.
* CERT Basic class date was for September 30 – October 2 Dawn Truskowski  
  16 new folks were trained over the weekend. 7 volunteers and numerous Cary FD staff helped put on the class. A list is being put together of everything we need to bring to the class to make it successful.

Blake came up with a suggestion to start sponsoring the class through Wake Tech. This would mean the instructors could be paid.

The next CERT Basic class will be January 20 through 22.

* Next year’s training schedule Julie Carlino  
  Although we went over the schedule at last month’s meeting (see attached), we wanted to reiterate why the trainings would start switching among Fire Station 7 and 9 and the Senior Center – to try and re-engage folks from all parts of Cary.
* Multi-Agency Drill/Exercise George Dolicker  
  George provided use with feasibility research done so far. A tentative date of September 9th has been chosen. Stan motioned for George to continue working on this exercise and Julie seconded. All approved.

**Events**: Sonia Estroff

* Project Phoenix, October 22, 10 a.m. – 2 p.m.  
  Tent setup only, no trailer. Julie coordinated. We had 5 volunteers that helped with this event.
* Cary Senior Center – “Are You Prepared?” November 8, 10 a.m. – 11:30 a.m. Robin and Cathy are helping with this event. Backpacks will be given out.

**New Business**:

* Stan reviewed the 2023 budget with the board. Julie motioned to approve and Randy seconded. All approved.
* Annual elections. 2 at-large positions (Sonia and Dawn currently hold), Treasurer, and President are up for election. Julie received nominations from David, Tony, Robin, Barry, My-Chau, and George for the 2 at-large positions. Julie has put her hat in the ring for president. Randy to talk to Stan about running for the treasurer position. James is giving up his position as secretary.
* Merit Program. David has submitted our request to join the Merit program. Julie has received the information by email and will set it up so that Dave can access it..

**Old Business**:

* Trailer/Storage inventory. Randy would like to have a full inventory done of the trailer. Julie and Sonia to meet with him one day to update what is in the trailer and storage.
* Various cables and radios Randy Stark  
  Kenwood Radio Microphone cable worn. Coax cable bad and another coax cable has a bad connector. Randy is working with David to get everything repaired/replaced.
* New generator and Canopy bag Julie Carlino  
  Julie purchased generator and bag and both are now in the trailer.
* Strategic Plan for Cary CERT to guide future activities Stan Levine

**Meeting end time**: 8:05 p.m.

**Financial Statement Attachment**

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| --- | --- | --- | --- | --- |
| **Cary CERT Bank Account Journal Summary — October 2022** | | | | |
| **Month** | **Beginning Balance** | **Ending Balance** | **Debits** | **Credits** |
| January | $8,391.85 | $8,114.85 | $277.00 |  |
| February | $8,114.85 | $9,069.85 | $45.00 | $1000.00 |
| March | $9,069.85 | $9,056.17 | $45.00 | $31.32 |
| April | $9,056.17 | $9,011.17 | $45.00 |  |
| May | $9,011.17 | $8,984.10 | $45.00 | $17.93 |
| June | $8,984.10 | $8,956.73 | $167.64 | $140.27 |
| July | $8,956.73 | $8,897.73 | $59.00 |  |
| August | $8,897.73 | $9,853.29 | $59.00 | $1,014.56 |
| September | $9,853.29 | $9,813.52 | $59.00 | $19.23 |
| October | $9,813.52 | $8,515.17 | $1,298.35 |  |
| November | $8,515.17 |  |  |  |
| December |  |  |  |  |

| **Cary CERT Bank Account Journal Detail — October 2022** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Check #** | **Paid to:** | **Debit Amount** | **Credit Amount** | **Reason** |
| January | 995063 |  | $45.00 |  | Storage |
| ACH |  | $232.00 |  | USPS P.O. Box |
| February | 995064 |  | $45.00 |  | Storage |
|  |  |  | $1000.00 | Donation |
| March | 995066 |  | $45.00 |  | Storage |
|  |  |  | $31.32 | Donation |
| April | 995064 |  | $45.00 |  | Storage |
| May | 995068 |  | $45.00 |  | Storage |
|  |  |  | $17.93 | Donation from Amazon Smile |
| June | 995070 |  | $59.00 |  | Storage |
| 1143 | Julie Carlino | $108.64 |  | Generator Rental |
|  |  |  | $140.27 | From City Barbecue fundraiser |
| July | 995071 |  | $59.00 |  | Storage |
|  |  |  | $1,000.00 | From Church Grant |
|  |  |  | $14.56 | From Brite Funds (member’s employee sign-up) |
| August | 995072 |  | $59.00 |  | Storage |
| September | 995073 |  | $59.00 |  | Storage |
|  |  |  | $19.23 | Donation from Amazon Smile |
| October | 995074 |  | $59.00 |  | Storage |
| 1144 |  | $25.72 |  | Trailer Maintenance |
| 1145 |  | $68.50 |  | CERT Supplies |
| 1146 |  | $74.97 |  | Kenwood Radio Microphone |
| 1048 |  | $965.10 |  | Generator and Canopy |
| 1151 |  | $105.06 |  | GO Team Lunch |
| November | 995075 |  | $59.00 |  | Storage |
| 1149 |  |  | $83.88 | SiteLock for Website |
| 1150 |  |  | $11.85 | Trailer Property Tax |
| December |  |  |  |  |  |
|  |  |  |  |  |
| Debits and Credits | | | $2,195.72 | $2,223.31 |  |
| Begin Balance 2022 | | | $8,391.85 |  |  |
| Balance | | | $8,419.44 |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Monthly Training** | | | | | |
| **Date** | **Time** | **Location** | **Topic** | **Presenter** | **CERT Contact** |
| January  1/12/2023 | 7:00PM | Fire Station 7 | Stop-the-bleed/CPR/AED – Introduction to our own AED | Cary FD | Brad Robinson |
| February  2/9/2023 | 7:00PM | Fire Station 9 | Animal Response | Samantha Royster | Samantha Royster |
| March  3/9/2023 | 7:00PM | Cary Senior Center | Skywarn - beyond the basics | Skywarn | Randy Stark |
| April  4/13/2023 | 7:00PM | Fire Station 7 | How to communicate at our events | Sonia Estroff | Sonia Estroff |
| May  5/11/2023 | 7:00PM | Fire Station 9 | Tabletop Exercise – using our forms | Julie Carlino | Julie Carlino |
| June  6/8/2023 | 7:00PM | Cary Senior Center | Light Search & Rescue and Damage Assessment | Brad Robinson/ Randy Stark | Randy Stark |
| July  7/13/2023 | 7:00PM | Fire Station 7 | Map Reading/Compass |  | David Taylor |
| August  8/10/2023 | 7:00PM | Fire Station 9 | Until Help Arrives | Jay Royster | Julie Carlino |
| September  9/14/2023 | 7:00PM | Cary Senior Center | Cary CERT behind the Scenes and how volunteers help | Multiple | Sonia Estroff |
| October  10/12/2023 | 7:00PM | Fire Station 7 | Tabletop Exercise and GO Bag survey/check | George Medeiros/Sonia Estroff | George Medeiros |
| November  11/9/2023 | 7:00PM | Fire Station 9 | General Membership Voting | Cary CERT BOD |  |
| December  12/14/2023 | 7:00PM | TBD | End of Year Party | CFD | CFD |
| **GO Team** | | | | | |
| April | Weekend |  | WebEOC Training |  | Samantha Royster |
| Summer | Saturday, 2 hours | Umstead | Map exercise |  |  |
| Fall | Saturday, 4 hours |  | Animal Response | Samantha Royster | Samantha Royster |
| **Basic Training Class** | | | | | |
| January | 3 days | Cary Fire Training Center  5413 Shearon Harris Rd  New Hill, NC 27562 | CERT BASIC Training |  | Dawn Truskowski |
| September | 3 days | Cary Fire Training Center  5413 Shearon Harris Rd  New Hill, NC 27562 | CERT BASIC Training |  | Dawn Truskowski |