

**Portal Rescue Board Meeting
(Wednesday, 05/20/09)**

1.0. Call to Order

President Tom Davidson called the May meeting together at 6:04 pm. Attending were all nine Board members (Rick Beno, Tom Davidson, Dinah Davidson, Susanne Dyal, Jeff Gee, Cheri Greenwade, Jackie Lewis, David Newton, and Bill Wilbur), and four community members from Portal (Alicia Davidson, Maya Decker, Bob Morse, and Helen Snyder).

2.0 Adoption of Agenda

The meeting agenda was accepted unanimously (David moved, Cheri seconded) after addition of two items: discussion of new letterhead, and Jackie's proposal to distribute and revisit results of 2006-07 surveys of community members asked to define their goals for Portal Rescue.

3.0 Acceptance / Correction of Minutes for:

3.1 April meeting: Jackie pointed out that the Jasper birding fundraiser described by Maya at the April meeting was not going to happen.

3.2 Extraordinary meeting – Jackie's suggested change (omission of extra verb) had already been incorporated.

3.3 Rick moved, and Susanne seconded a motion to accept both sets of minutes as amended, and the Board accepted the minutes unanimously.

4.0 Reports

4.1 President's report (Tom Davidson)

Tom thanked Jeff Gee and David Newton for now including him and other Board members in all communications. Prior knowledge of last Saturday's training exercise enabled Tom to take digital images for publicity, and he has emailed those images and a description of the exercise to local papers. (No paper has yet responded.) Tom relayed favorable comments on the well-planned exercise from several Rodeo citizens, and Rick briefly summarized the exercise for meeting attendees.

4.2 Treasurer's Report (Rick Beno)

Not much has happened since the last meeting. Many donations have been received (\$12,115 year-to-date), and the Jan Gee contributions (not separated out in spreadsheet) now stand at \$5,250. There were no new fundraisers, but \$9,383 has now come in from the Hog fire and Mayday fires. Under a new "miscellaneous" category, \$404 was paid out for expenses attending the soup kitchen. Additionally, the USFS had contracted PR through Barney to repair a FS danger-level sign costing \$403, but we pay just 10% of this and will be reimbursed for the remainder. Rick recommended that about \$1800 be allocated into the miscellaneous category to cover costs to date (\$907) and those (possibly similar) for the remainder of year. Nothing new has come in from grants, but several new proposals are in the works (see below).

Investments were not transferred to GMAC as proposed and approved at the last meeting, because GMAC will accept only personal (not organizational) accounts. PR investments will remain with Edward Jones, which when threatened with withdrawal of our funds, informed Rick about some better-paying possibilities. Although these CDs are somewhat longer term, funds can be withdrawn in \$1,000 increments and with withdrawal penalties limited to sums taken out. The 30-month CDs compound every 6 months. Our money market account still pays poorly (< 0.02%), and Rick will continue looking for alternatives. \$4,250 from various sources will be deposited soon and bring total reserves (including our Rainy Day Fund of \$42,162.59 and checking account (\$15,634.03) up to \$62,046.62. Rick suggests that an additional \$10,000 might be invested in another CD, though Tom suggested that this plan should perhaps be contingent on necessary outlays for fire-fighting (see below). Rick exhibited a commendation PR received from our insurer for having no claims; unfortunately this did not come with any rate adjustment.

4.3 EMS Chief (Jeff Gee)

Jeff apologized for missing Saturday's well-planned exercise. He had no new EMS calls to report. In response to emails from the CDC and other organizations requesting preparation for worst possible scenarios, the onset of swine flu necessitated unusually large expenditures for certain supplies, e.g., IV fluid rescue equipment. (Masks with HEPA filters are back-ordered.) If we are unable to use these supplies prior to their expiration dates, Jeff is confident we can trade with Douglas or some other organization. Tom again requested that Jeff provide a summary of recent calls involving UDAs, in order for PR to request reimbursement from the federal government.

4.4 Fire Chief (Dave Newton)

Three grant proposals have been or will be submitted for reimbursements. A proposal to VFA (Volunteer Firefighters Association) would reimburse approximately \$4,000 in 2007 expenditures for training, lodging, and food at AZ state fire school. David will also submit paperwork for a \$20,000 90/10 grant (our portion \$2,000) for equipment and training. The third proposal, for a 50:50 grant from VFA. The Board unanimously voted David authority to spend out the \$4,000 needed to get the full \$2,000 match (Jeff moved, Bill seconded).

David also reported that Tender 1 was on the Irishman fire (other side of Peloncillos) for two days, and PR should net \$1,930. This vehicle also participated (*gratis*) in a controlled burn in Cloverdale, NM, and we will be reimbursed via invitations to fires.

Finally, we have not yet had a response to our request for deobligation to the \$60,000 award for a compressor (see summary of extraordinary meeting). David hopes that his filing of the 6-mos performance report will elicit the desired response.

5.0 Old Business

5.1 Luau (Jackie)

Jackie reported on plans for a Luau in Barb and Pete Miller's yard, from 6-8 pm on 18 June. In exchange for food and soft drinks, the per person cost will be \$25, with kids attending free. Jackie entertained the possibility of changing (increasing but not decreasing) the attendance charge, but the Board elected to leave it unchanged. Posters identifying needs for the event (chairs, etc.) will go up this week, and those advertising the event, menu, etc., in two weeks. Reservations will be needed in advance as part of planning for quantities of food.

5.2 Donation / volunteer coordinator (Tom)

Tom reiterated that we need a donation / volunteer coordinator. He will post a notice asking for a volunteer or volunteers, who could have active status by virtue of their 'assigned recurring tasks'. Cheri may be able to take this on after mastering her new Vista operating system, and she will keep Tom informed as her computer skills improve. Any such volunteer would be able to deduct donated expenses by itemizing on tax returns.

5.3 Policy manual (Tom)

Tom has edited Jackie's preliminary Table of Contents to indicate who (in parentheses) should be responsible for the first draft of each section. Everyone should feel free to call Tom with questions; he expects to be around continuously through the date of the next meeting. Jackie reported that the forms for classroom rental were already available and said she would collaborate with Barbara Miller (the community liaison) in writing this section. It was suggested that the RCO discussion be moved out of the Board section and into a section 2.4. With respect to section 2.3.3, a document of the Treasurer's duties is already in Tom's and Rick's files. Maya urged that the Information Technology section of the manual include a strong statement about protection of email addresses. Tom will make these changes and send out a clean copy via email.

6.0 New business

6.1 PR website (Bill)

Bill has been working with Brad and Karen Emerson, who do this sort of site often. Such sites tend to have a similar structure: introduction page, news page, and then subsequent pages depending on

what the organization does. Our site might have (at least) EMT, FF, RCO, and Board pages, each password-protected and editable by a single individual. Announcements can be put in pdf format on news pages. A budget page could be set up to permit work in Excel spreadsheets. We need to organize the format, and Bill will receive comments from the Board and report back on this at the next meeting. The Emersons are donating both their time and the costs of the domain and will submit an invoice in exchange for a donation slip. Helen suggested that a link be provided to individuals wishing to donate time or money. Jeff noted that the site can be set up to process contributions by Visa, Master Charge, etc., with costs usually 2% of donations. PortalRescue.com is now our domain. It was suggested that we might grab other domains (e.g., PortalRescue.org), but someone reminded that adding domains would add to registration costs.

6.2 Watering trees at PR Base (Dinah)

Dinah noted that, after caring for PR grounds, watering, etc., for many years, Pete Miller had resigned from these responsibilities last August, while no one has yet been appointed to replace him. He has continued to water trees when he attends events at the classroom, but a replacement volunteer is needed. The Hiatts live very near the station, and Jan Hiatt has agreed to take over the watering. Dinah has promised to facilitate this by finding someone to dig out the wells near each of the 10 trees, and Pete Miller has agreed to supply materials needed to restore the drip irrigation system that was destroyed when the power line was installed underground. Cheri volunteered her husband Tom to work with Pete to install the new drip line, and to, perhaps with the aid of some fire-fighters, dig out the wells. Vegetation around the buildings was initially installed to protect views from the Portal Store and Motel, and from the residence of Mary Willy, who donated the land. Some of the conifers were originally live yule trees in homes of Portal residents. Jackie suggested that we should request that future donations be drought-tolerant native species like juniper.

6.3 Email list (Dinah)

Dinah thanks Maya Decker and Howard Topoff for helping her get the email list up in a new account (PortalRescue2@gmail.com) that is not restricted to Outlook Express on an individual computer. Details of this account will be handed down from one PR Secretary to the next, but it is noted that, in the future, we will also have a PR website available to facilitate communication.

6.3 Key control (Jackie/Susanne/Rick)

Tom indicated that he had met and discussed this topic with Rick, and that he appreciated the distinction between controlling access to the community classroom and that to the PR bays. Several Board members advocated a switch to keypads for both facilities, because key combinations are easily changed with turnover in personnel. Jeff noted that such changes will not solve the problem of people failing to check that doors are fully closed, nor that of people purposely leaving doors open. In the past, check lists about turning off air conditioning and heating have sometimes been ignored, and seemingly locked doors can blow open. Automatic door closers would help to solve these problems. Like classrooms, bays should be accessed by keypad. Susanne will check into types and costs of interior and exterior keypads, and Tom asked her to be certain to include just those for which combinations are easily changed.

6.4 Repair of fire-fighting equipment (David)

The brakes of Tender 7, our reserve tender with just 12,000 miles, have failed inspection. Although this truck was not used last year, and was used just once in the year previous, it is extremely important to have the truck available for fires in and near Portal when the main tender is out fighting wildland fires. After costing out the repairs, David indicates that an initial inspection can be done by Lance Shultis for under \$200. Depending on what Lance finds, the repair will involve rebuilding or replacing the brakes, and costs would range to \$1,000 or \$2,000 under those different conditions. Unfortunately, funds that we need to spend out for fire equipment (4.4 above) cannot be used for

repair. Jeff moved to authorize David to go ahead with this plan; Cheri seconded the motion, which passed unanimously.

Second, our big water tank mysteriously emptied half its contents. Working his way into a rabbit burrow, Bob Walton discovered that the foundation beneath the tank is 'odd'. A 5 ft long, 2.5 ft deep ditch leaves a portion of the tank unsupported, and if sides of this ditch cave in some day, this could result in loss of the tank. The actual source of the leak was not identified, but is not associated with this ditch. Bill asked whether someone might have removed the water, but Jeff stated that the pipes were wrapped, so that tampering with the valve would have been difficult and evident. One possibility is that a small initial leak eventually self-sealed. The tank has been half full for a week and doesn't seem to be leaking further. Rick suggested adding water and determining whether the tank holds water under higher (than present) pressure. Bob Walton, who has donated his labor to date, has costed out a repair including filling the void with sand/slurry (from Maddox) at \$700 for 5 cu yds delivered, \$800 for concrete pump (from Sierra Vista, with human operator), and \$500 labor. Jeff noted that, when filled, the tank holds 30,000 gallons, and that 70,000 gallons can be used in a single day of fire-fighting. He moved, and Rick seconded, a motion to authorize David to move ahead with the repairs, and that motion passed unanimously.

6.5 Recitation of pledge of allegiance at PR meetings

Jeff moved to reinstitute the pledge of allegiance at the start of each PR Board meeting, and Cheri seconded the motion. (This issue had been considered at the April Board meeting, to which Jeff arrived late.) The motion included an exemption for any member for whom this would be uncomfortable. Rick pointed out that a 'prayer issue' is involved, and Helen argued that group recitation could make reticent members feel they had to comply, unwilling or not. The motion was subsequently voted down by a 5-to-4 margin.

7.0 Addenda

7.1 Letterhead

Rick projected images of the two competing letterheads, one with and one without lines surrounding the buildings. A vote was taken, and the copy with lines was approved by a vote of 6 for and 3 abstentions.

7.2 2006-2007 review of survey results

Given considerable turnover in Board members, Jackie Lewis suggested that we revisit results of the 2006-2007 survey and focus groups considering future PR goals – a 5-yr plan, ending in 2011. She also distributed copies of the document. Note that starred items (recruitment and training) require continuous actions. Jackie observed that we are already working on some of these items, but Board members were asked to review these results to understand the opinions of the community.

8.0 For the Good of the Order

8.1 Images of 1991 PR building dedication

Maya Decker brought up a message from Judith Gilligan. During the course of Portal-Rodeo Realty's involvement with the Spofford property, she discovered 10 slides of the 1991 PR building dedication and wonders whether someone would like to scan them into digital images. However, Bob Morse indicated that he already has such digital images of the event and would be happy to make them available to any interested party.

8.2 New PR office

Rick Beno has started construction of the new PR office and offered to show it to Board and community members immediately after the meeting.

8.3 Recognition of Pete Miller

Dinah suggested that the Board recognize Pete Miller's contributions to grounds care at PR Base over many years and in various capacities. The Board quickly consented to this recognition by acclamation and a separate 'thank you' note will go out once we have a donations volunteer.

8.4 Secretary to be absent from next meeting

Dinah indicated that she would be absent from the next meeting, and that her duties would pass temporarily to Susanne on 10 June through 23 June, with Susanne writing up and circulating minutes of the June meeting.

9.0 Adjournment

Tom adjourned the meeting at 7:28 pm.