

## **Portal Rescue Inc., Board Meeting: Minutes, April 21, 2010**

### **1.0 Call to Order**

President Bill Wilbur called the meeting to order at 6:15 pm, after the community recognition of Jeff Gee's 16 years of service on the PR Board. Attending board members included Susanne Apitz, Rick Beno, Dinah Davidson, David Johnson, Jackie

Lewis, David Newton, Kristine Stone, and Bill Wilbur. Cheri Greenwade was absent. Area residents attending included René and Delane Blondeau, Maya Decker, Doug and JoAnn Julian, Bob Morse, and Jeanne Williams.

### **2.0 Adoption of Agenda**

The agenda was adopted unanimously (Susanne moved, Jackie seconded), after the addition of item 7.1 below. Item 6.1 was considered prior to the board meeting, so as not to detain the presenter (Francis Grill), and it is not incorporated into these minutes.

### **3.0 Acceptance of Minutes for:**

**3.1** Consideration of the March minutes was delayed until May, because they were not available on-screen at the meeting.

### **4.0 Reports**

#### **4.1 President (Bill Wilbur)**

Bill announced that Cochise County Emergency Medical Services Council Chairman Bill Miller continues to forward information on EMS and fire-fighter classes to him. Jackie and Dave N. noted that they were also receiving this information.

#### **4.2 Treasurer (Rick Beno)**

Rick covered highlights of income and expenses.

Donations have continued to trickle in, in response to the newsletter. Other income came from Gerry Hernbrode's sale of cookbooks to the Rodeo store (\$90), and from Dr. John's rental of our facilities for his veterinary clinic.

The greatest expense was for sending four fire-fighters to Prescott fire school. There were a few expenses for preparation of the RCO office, which is ready now for placement of furniture, etc.

We have received \$647.92 in interest income since the start of January. CD assets invested in mutual funds have increased in value. Currently, we have a balance of \$61,578, though \$15,000 is in the Muma account and untouchable. Over \$25,000 is liquid in our checking account.

The IRS waived our fines for late filing of 2007 taxes. Larry Moss's request for the waiver of 2008 fines crossed in the mail with an IRS notification of a late filing penalty. IRS officials later agreed to put a 45-day hold on this until the request for waiver is considered; they must answer this request within 30 days. Our 2009 taxes must be filed by a May 15 deadline.

#### **4.3 EMS Chief (Jackie Lewis)**

PR has received 4 EMT calls since our last board meeting.

Five EMTs attended monthly training, and the group reviewed abbreviations, new glucometers, and a new suction unit. Both the suction unit and a pulse oximeter came from a 100% grant for which Jeff Gee had applied. We've also received an IV training arm on a 100% grant from SAEMS. This grant had originally been cancelled, but was later partially funded by SATNET.

On 4/14/10, Rick and Jackie attended triage training at Kartchner Cavern State Park.

Rick, ET, Jeff, and Lee plan to attend a recertification class for an advanced airway skill on May 6<sup>th</sup>. Susanne may certify at the same time.

Lance repaired a leaking fuel line on Med. 4.

#### **4.4 Fire Chief (David Newton)**

David reported that PR has had no fire operations since our last board meeting. Our applications for an RFA/VFA grants have been submitted for the amounts of \$14,500 (a 90:10 grant) and \$2,000 (a 50/50 grant), respectively.

Fire-fighters continue to work on Red Brush 6, attaching the spare tire and finding better attachment modes for cargo boxes. Rick pointed out that we have some O<sub>2</sub> cylinders that can be used for welding, so long as they are not depleted below 200 psi.

#### **5.0 Old Business**

##### **5.1 Update on phone book (Susanne)**

Barbara Miller and Susanne are working on an updated Portal-Rodeo area phone book. It will not be based on the current book, rather on VTC's on-line data base. If you are already listed in that data base, you will be listed in our new phone book

unless you notify us of your objection. You can check for your inclusion on the vtc list at [www.vtc.net](http://www.vtc.net) and then notify us with any special requests, e.g., listing children, or any other additional residents at that

number. Citizen responses can be emailed to Barb or Susanne at [prphonebook@yahoo.com](mailto:prphonebook@yahoo.com), or left at the PR business number (558-2206). Phoned or emailed messages must come directly from the individual involved. The new phone book should be ready for sale by Oktoberfest or sooner. To encourage purchases by people who already have the old book, Barb and Susanne are requesting that advertisers provide coupons applicable to purchases at their businesses.

##### **5.2 Update on brochure (Jackie)**

The Donation Committee presented the brochure to the Board, which made some substantive changes and voted unanimously to approve the modified version. After we acquire some suitable images to go along with the text, we will send everything to two different businesses for layout and costing. One of these parties has agreed to produce the brochure at cost, and the other just does such publications inexpensively in general.

The Committee has devised the following schedule of mailings / notifications: A letter explaining 911 will go out to residents first. Letters soliciting contributions from local businesses will go out before October. A 'teaser' email will

be sent to local residents before the Oktoberfest and be followed by a postcard and then a brochure and cover letter. Citizens failing to respond to mailings will be contacted by phone.

##### **5.3 Update on Community 911 letters for donation drive (Jackie)**

Board approval was sought for the Committee's 911 letter. First, permission was sought to add "We're here when you need us" to the bottom of the letterhead page, for purposes of donation materials only. Board members tweaked

the letter's wording slightly in several places. To estimate costs for mailing to postal patrons in Portal and Rodeo, JoAnn acquired information on patron numbers in the two post offices. With 228 patrons in Portal, including those in

Beatrice's delivery route, and an estimated (but possibly high) 268 in Rodeo, mailing of the 911 letter should cost approximately \$203.72. Jackie moved, and Rick seconded that the Board grant permission to mail the revised letter, and board members voted unanimously in favor.

##### **5.3 4H Walk-a-thon update (Jackie)**

The walk is now scheduled for January, 2011, and the kids' deadline for completion of the fund-raising project is in February. Plans call for walkers to go 5 miles (E of Portal into Portal, along the Portal Rd.). At Rick's suggestion,

Jackie will inquire if this distance can be extended slightly to start at the junction of Portal Rd. with Stateline Rd.; this would allow for more parking. Jackie suggested that a community potluck might be planned to coincide with delivery of the donation. Based on the January-February schedule, this event will not conflict with PR's own donation drive.

#### **6.0 New Business**

##### **6.1 San Simon/Portal Rural Health Clinic presentation by Francis Grill (for Dr. Harley Smith, Northern Cochise Community Hospital, Inc.)**

This presentation was made prior to the meeting, and no summary is therefore included in these minutes.

#### **7.0 Addenda**

##### **7.1 Contribution to PR from SewWhat**

PR gratefully accepted a donation of \$2,000 from SewWhat. Thanks!

#### **8.0 For the Good of the Order**

##### **8.1 Gun-free zone?**

Kris asked whether PR people were permitted to carry weapons. PR has no specific policy on this, and individuals are free to carry or not, as they may choose. Bill will check with Bill Miller to determine whether or not they may have a policy bearing on this question. This matter will be added to the agenda for the next meeting.

##### **8.2 Office supplies**

Bill will check with Jeff about getting a toner cartridge. We also need a carton of folded paper towels from Costco.

#### **9.0 Adjournment of meeting**

Bill entertained a motion for adjournment (Dinah so-moved, Susanne seconded), and that motion was approved unanimously at 7:22 pm.