

Portal Rescue Inc.
Meeting Minutes
September 23, 2019

Attending: Board members Cary Booth, Bill Wilbur, Jackie Lewis, David Newton, Victor Shawe, and Dinah Davidson, active member Carolyn Nordstrom, RCO Bonnie Bowen, and community member and calendar caretaker Barbara Miller.

2.

2.

1. President Cary Booth called the meeting to order 6:09 PM.
2. By unanimous consent, the Agenda was approved after adding discussion of skylights under Old Business and delaying Old Business until after For the Good of the Order.
3. By unanimous consent, minutes from the May 15 meeting were approved after adding two items (trophy and large fluorescent lantern) to the list of prizes won by Portal Rescue's representatives (Carolyn Nordstrom and Barbara Roth) at the July 4th
4. Reports

4.1 President's Report (Cary Booth)

4.1.1 Profuse thanks to Jackie and Bill for coordinating the classroom renovation. A complete (we hope) list of volunteers is attached as an Addendum. We are fortunate to have such generous community members and project leaders.

4.1.2 Board members should reach out to Cary for one-on-one tutorials for using Google G-Suite Basic. Most board members have accessed this account at least once by now.

4.1.3 Cary has acquired adapters to bump up resolution on the projector.

4.1.4 Cary has set up a phone system so that absent board members can hear our proceedings adequately. (John has not joined tonight, because we were late in getting information to him.) This online conferencing / sharing solution uses Cary's existing account so costs us nothing. Absent members can join through Internet or phone. A remote microphone helps absentees hear board members though not audience members. The system accommodates multiple simultaneous participants.

4.1.5 Project status updates

4.1.5.1 Skylights (Victor) – Victor has obtained two quotes for materials to replace 6 skylights in the fire bay. Recognizing the trade-off between light transmission and durability, Victor chose durability and volunteered to pick up panels and all accessories from Mueller, Inc., in El Paso to avoid the \$250 delivery fee. Counting \$75 or so for his fuel, this would keep total costs below \$500. Jackie moved to go ahead with this plan, David seconded her motion, and the motion passed unanimously.

4.1.5.2 Well head (David) – Henry Essery has been too busy to get to this and it's costly for him forego paid work in order to assign time and equipment to Portal Rescue. It was suggested that we

pay him, and Jackie said we could put this into the January budget because it isn't urgent. Henry also has the equipment needed to level the parking area and eliminate problems with the well head and drainage. The box has sunk and may have to be reset.

4.1.5.3 Exit lights (Bill) – at least two boxes haven't yet been located. We will keep looking. Boxes are 24" x 12" by 8".

4.1.5.4 (David) – David is continuing his efforts to improve communications with SEACOM.

4.1.5.5 Classroom lights (Cary) – The bulbs haven't all been changed out yet. Bill will explain to Cary how to do this, and perhaps Cary can complete this job. Fixtures must be re-wired and ballasts removed. Lee Dyal has kindly left the scaffolding here. LED stickers should be affixed so no one puts fluorescent tubes in.

4.1.5.6 Bay lights (Jackie) – Jackie and David will tackle this once floor space opens up in the bay.

4.1.5.7 Classroom window screens (Jackie) – Some are missing and others are torn and need replacing somewhere down the line. Cary will handle this.

4.1.5.8 Before Soups On in February, we need to replace the plumbing and frame for the sink in the bay. The counter surface should be water proof. It was decided that we may want to use tiles, but leftover formica would be another option.

4.2 Vice-President's report (Bill Wilbur)

4.2.1 Bill expressed thanks to those helping with replacement of the floor (see Addendum).

4.2.2 Ambulance bay doors remain unfinished because the upgraded springs were still insufficiently strong. Installers from Greer Millworks will return Thursday-Friday for a third and hopefully final try. Bill will be here Thursday and will coordinate someone to substitute for him on Friday. (Update after the meeting: a fourth try will be needed. Maybe the installers just enjoy Portal?)

4.3 Treasurer's Report (Jackie Lewis)

4.3.1 Jackie thanks Morgan Jackson for sending out postcards prior to the annual donation drive, and Morgan will also mail donation letters and update the donation 'thermometer' at the Post Office.

4.3.2 Our checking account balance is (as expected) low – just \$6,602.20 in the active account. With the annual donation drive beginning soon (October 1), Jackie doesn't expect to have to transfer funds to checking. The largest expenses for this month, totaling \$1,872.69, were for replacement of the classroom floor, for paint, and for six chair dollies and chair repair parts so feet wouldn't scratch the new floor.

4.3.3 The EMS training cost (\$785.59) was donated, so it does not appear in deposits or as a withdrawal from checking.

4.3.4 We are well under our budgeted expenses, and Jackie expects current funds and those raised during the donation drive to fully cover expenses incurred through the end of the year.

4.4 Fire Chief's Report (David Newton)

4.4.1 David congratulated the organization and community volunteers on completing the complex floor resurfacing and repainting jobs.

4.4.2 Since July 15, there have been no fire operations.

4.4.3 Training was well attended in July and August but poorly attended in September. Victor volunteered that the September emergency drivers training exercise had been very valuable for him.

4.4.4 David finished a course in emergency driving. The F450 ran well up and back on his trip.

4.4.5 We have acquired a used thermal imaging camera that will be usable for mop-up.

4.5 EMS Report (Assistant Chief Jackie Lewis)

4.5.1 We have had two EMS calls since the July 15 board meeting.

4.5.2 Vehicle checks have been completed, but no monthly meetings were held. The September meeting is scheduled for tomorrow morning (September 24).

4.5.3 Jackie completed her 2-yr recertification class (Sept. 16-18).

4.5.4 The Animas EMS Chief (Jared Fraley) will teach a CPR class for Healthcare Providers on Saturday, September 28 at 4:00 PM, here in Portal. Portal Rescue will cover the \$25 cost for PR EMTs.

4.5.5 We already have the envelopes, brochures and most of the stamps for the donation drive, but there will be printing costs.

4.5.6 The Muma CD with Edward Jones expires on 10/15. Jackie advocated for just rolling over this insured CD for 3 yrs, paying 1.95% at EJ, because she hasn't found better paying CDs that are insured. The Board approved the CD option.

2.

2.

5. Old Business

5.1 RCO versus Radio Operator? For purposes of updating the website and documents, which terminology can we agree to use consistently? David advocated for using "Radio Operator", and board members agreed. On the radio, we mainly use "Portal Rescue Communications".

5.2 Revisions of Active Member application forms: forms for Driver and Radio Operator (formerly RCO) were finalized. Revisions to other forms were tabled for a later meeting.

5.3 Discussion of By Laws updates regarding definition of being "present": This discussion was tabled until a later meeting.

6. New Business

The Board formalized the email vote to approve purchase of chair dollies, chair leg inserts, and chairs for the PR classroom. Chair inserts did not fit perfectly, but Jackie believes she can adapt them. Bill moved to accept the expense of \$332.22, David seconded the motion, and the vote in favor was unanimous.

7. For the Good of the Order

7.1 The Chiefs' luncheon (a full Thanksgiving dinner) will be held on November 20. Chris Wilbur has retired from supervising this event, and she needs to hand off the obligation and her instruction manual to a new organizer. The person taking over need not be able to cook but must be a good organizer. We need to solicit such a person first from among the EMTs, Fire-fighters, and RCOs. Portal Rescue thanks Chris for her service over the years!

7.2 Oktoberfest is coming up on Saturday, October 26. Dinah (spelled off by Cary) volunteered to serve at the donation table and store the checks. We also need to have an ambulance available nearby. Perhaps Carolyn and Victor can help with organizing these things.

8. Addenda

See the addendum for the names of those working to renovate the classroom.

9. Adjournment

At 8:17 pm, Dinah moved to adjourn the meeting, Victor seconded the motion, and with the full Board in agreement, Cary adjourned the meeting.

Addendum – Helpers with Classroom Renovation

Please add others as warranted

Bill Wilbur

Chris Wilbur

David Newton

Jon Lacey

Victor Shawe

Bud Johnson

Debb Johnson

Bonnie Bowen

Rolf Koford

Jackie Lewis

Winston Lewis

Deborah Herczog

Celia Reed

Mike Churchman

Bud Fackelman

Sara Stumbo

Linda Pretty

Lee Dyal

Carolyn Nordstrom

Cecil Williams

Dinah Davidson