

Washington State Animal Response Team
May 4th, 2022
1900 – 21:00
Via GTM
Minutes

In attendance: Gretchen McCallum, Bill Daugaard, Kimberly Taylor, Jeff Dahl, Leo Notenboom, Michaela Eaves, Jeremy Kane, Diane Johnson, Julie Shipman,

The meeting was called to order by Gretchen at 19:00

Priority Discussion and Decision Items:

Treasurer: *Gretchen/Ritz*

Financial Documents

Total donations deposited April 2022: \$ 1,344.71

YTD as of April 2022

Gross Profit: \$ 21,989.43

Expenses: \$ 19,197.60

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2022: \$2,791.53	2022: \$ 248,983.61
2021: \$2,105.30	2021: \$ 228,768.42

Committee Reports:

Merchandise – *Diane Johnson*

April Sales \$ 0

April Expenses \$ 45.00

Betsey Mullen has offered to help Diane with Merchandise

Fundraising – *Vacant*

GiveBig 2022 is going on today and we have currently raised approximately \$2,000, The final amount raised will be noted at the June BOD meeting.

Technology and Communications – *Leo Notenboom*

Go To Meeting and Zoom

Tonight's meeting is the first one using the new password

Leo suggests, due to the continuous issues with GoToMeeting that our next Board meeting be with

Zoom, starting out with his account as a test, then moving our membership to Zoom.

LastPass

Gretchen has moved several items into Last Pass

Mailman Mailing Lists

Our mailman mailing lists have been successfully moved to groups.io.

EAS Training Videos

The videos were posted over the weekend and available for the upcoming training

Supply – *Greta Cook – not present*

Membership – *Gretchen McCallum*

Membership Statistics

Membership: 129

Base/Ops Support deployment eligible: 54

Base Support deployment eligible: 1

Volunteer Management – *Bill Daugaard*

Summer Picnic

We have a \$500 budget. Leo has offered the use of his backyard.

Bill will contact Lynn Snow to see if she would be willing to help organize

Sheltering – *Jeanette Whitmire – not present*

SHAC's current focus continues to be on the upcoming EAS training.

Finance – *Gretchen McCallum*

At the biannual meeting on April 17, 2022, a review of the 3/31/2022 Balance Sheet revealed a total of \$167,311 in the General and Savings Accounts, and \$14,231 in the Truck Reserve Account. There was also a total of \$33,288 in the Special Reserves Account comprised of \$11,450 for TRT advanced training, \$1,984 for TRT equipment \$10,221 for WRT equipment or advanced training, and \$9,500 for Major Vehicle Maintenance for any unexpected

vehicle maintenance of more than \$250. \$132.66 interest.

The Chairs reiterated their prior decisions to set aside two years of operating expenses before allocating any monies towards their proposed six-month budgets. The annual operating expenses approximate \$40,000 thus when \$80,000 is deducted from the \$167,311, a total of \$87,311 was available for the committees' next six month budgets, effective April 1, 2022 – September 30, 2022.

The Chairs again agreed that \$2,500 should be set aside from both the TRT and the WRT budgets and placed in the Special Reserves Account. These funds would be used only for advanced training.

The Chairs agreed that \$1,000 should be placed in the Special Reserves account for unexpected vehicle maintenance.

Jeff raised the issue of installing a winch on WASART2, the Isuzu van. The cost approximately \$3,000 and some or all of the cost might be off-set from a possible grant from a trust fund co-managed by the installer. After discussion, it was M/S/P that the \$3,000 would be added to Admin Expenses for Vehicle Maintenance and Equipment as part of the Administrative Expenses for the next six-month period. Jeff would assume responsibility for managing the acquisition, installation, and financial aspects of the winch issue.

The Chairs next discussed their proposed budgets for the period 4/1/2022 – 9/30/2022 and, with one exception, all the budgets were approved. The exception was the \$7,000 budget submitted by the Water Rescue Committee. Because of that committee's lack of progress with trainings, meetings, etc., Gretchen and Greta were authorized to review and pre-approve any expenditure over \$1,000.

Gretchen presented the following budgets for the BOD's review and they were M/S/P:

Committee	Budgets Approved by the BOD on 2021.11.03	Actual Expenses for 10.01.22 to 03.31.22 (Column B)	Balance of Budget (Column A minus Column B)	Budgets Approved by the BOD on 2022.05.04
Technical Rescue Team ^{(1) (2)}	\$5,000	\$5,042	(\$42)	\$ 7,000.00
Supply (Equipment)	\$5,000	\$804	\$4,196	\$ 5,000.00
Fundraising	\$1,800	\$522	\$1,278	\$ 1,500.00
Merchandise	\$1,000	\$611	\$389	\$ 1,500.00
Public Relations	\$100	\$0	\$100	\$ 100.00
Outreach	\$200	\$0	\$200	\$ 200.00
Comm & Technology	\$3,500	\$3,796	(\$296)	\$ 4,500.00
Membership	\$500	\$309	\$191	\$ 500.00
Vol. Mgmt	\$500	\$0	\$500	\$ 500.00
Training	\$1,200	\$92	\$1,108	\$ 2,000.00
Sheltering Advisory	\$4,000	\$0	\$4,000	\$ 5,500.00
Water Rescue ^{(3) (4)}	\$8,500	\$6,288	\$2,212	\$ 7,000.00
Total	\$31,300	\$17,464	\$13,836	\$ 35,300.00
Admin Expenses	\$20,000	\$7,932	\$12,068	\$ 23,000.00
Gala Expenses	\$0	\$778	(\$778)	
Grand Total	\$51,300	\$26,174	\$25,126	\$ 58,300.00
Notes: ⁽¹⁾ For each six month period starting October 1, 2018, WASART will set aside \$2500 for recertification fees for TRT members for a total of \$15,000.	The budget of \$7,000 includes the \$2,500 for advanced training.		The adjusted balance in the Special Reserve Account as of 3/31/2022 was \$33,287 broken down as: \$11,450 for TRT Adv. Training, \$1,984 for TRT Equipment, \$10,221 for Water Rescue, \$9,500 for Vehicle Maintenance with \$132 in interest earned.	
⁽²⁾ The actual TRT budget includes \$2500 that was set aside for TRT members' advanced training.	⁽³⁾ The actual WTR budget includes \$2500 to be set aside for WTR members' advanced training.		⁽⁴⁾ Expenditures in excess of \$1,000 to be reviewed and pre-approved by G1 and G2	

Further, the BOD authorized Ritz to move \$2500 from the checking account into the reserve account for the TRT advanced training

The BOD also authorized Ritz to move \$2500 from the checking account into the reserve account for Water Rescue advanced training.

Finally, the BOD authorized Ritz to move \$1000 from the general account into the Special Reserves Account for unexpected vehicle maintenance.

Technical Rescue – Jeff Dahl

Upcoming TRT Trainings

- May 7th – Heavy Systems Training
- May 21st – Emergency Animal Sheltering Training
- May 28th – Winch Training
- June 4th – TRT
- June 5th – Base and Ops Training

SARCON June 20th-26th 2022

WASART will do their presentation and demonstration on Thursday, June 23rd, from 1-5. The demonstration will be to statewide emergency managers.

Jeff will also be teaching a 90-minute Canine Wilderness First Aid class, multiple times throughout each day.

Bill Gillespie asked Michaela if we had any awards we would like to present at SARCON and she is thinking of nominating KCSAR.

ASPCA Animal Response Workshop

Jeff attended the workshop webinar on April 14th & 15th. He thought it was done really well and will see if there are recorded links, in case anyone else would like to listen.

Winch needed for Isuzu

Jeff is working with Roy Nelson, who owns Roy Nelson Trucks, to do the installation. Jeff was interested in a brand called Sherpa, out of Australia, but there are no distributors in America. Roy suggested a Warn Winch but found out it is backordered for more than a year. The recommendation now is to go with a Bulldog Winch. Roy Nelson is co-overseer of a trust directed to go to animal rescue causes. Jeff is working with him and the other overseer of the trust to find out how much they can donate towards the cost of the winch.

Water Rescue – Rory Kelleher – not present

Board Member Reports

Josette Holden, President – not present

Answering Service Activity
April = 4

Jeremy Kane, Vice President –

No updates

Jeanette Whitmire – Secretary – not present

Minutes – approved as presented

Reviewed action items

Kimberly Taylor, Training Director

Upcoming Trainings

Emergency Animal Sheltering – May 21st

Bill Daugaard, Past President

YTD Metrics presented
To date, we had two deployments in 2022.

Public Relations – Michaela Eaves

FB likes: 12,923

Twitter Followers: 479

Instagram: 481

YouTube Subscribers: 239

Upcoming Events

May 19th, 2022, 2022 Summer Hazard Seminar
Michaela will be giving a 15 minute presentation on the cooling shelters in 2021.

June 20th-26th 2022 SARCON

Michaela is looking for promotional item ideas, such as a notepad. It needs to be under \$25.

Advising Specialists

Jeff Dahl:

Julie Shipman:

Julie contacted Wenatchee Humane Society to see how we could partner with them and help them out in an emergency. She met with the Executive Director, Taylor Sharp and they would like to enter into an MOU with WASART. They will need assistance in creating the MOU.

They are comfortable with utilizing their shelter, in an emergency and their staff sheltering. They are looking more for assistance in “sheltering in place”.

Rory Kelleher: not present

Unfinished Business:

New Business:

Revision needed to Bylaws and Letterhead

Bylaw 3.3 Board of Directors - “The Board of Directors shall also include up to eight Advising Specialists, and the Chairs of the Standing Committees. No single individual may simultaneously occupy more than one Board position”.

The changes to make all Committee Chairs voting members of the Board would violate the provision of the bylaws that no single Board Members can occupy more than one seat on the board. The purpose being we do not want any single member to have two votes.

The Board voted on and agreed to revise the bylaws to delete the prohibition against any individual holding more than one position on the board but change the bylaws to say that no individual may have more than one vote on a matter before the Board.

Letterhead

There was discussion regarding the Letterhead with the intent to make it easier to use or look cleaner. Ideas were to either completely remove the list of Board members, remove titles, or only list elected members.

Bill made a motion to revise the WASART official Letterhead to officially list only the members of the Board as designated by the by-laws, with no titles appended. However Professional qualifications such as professional classifications can be included with the Board members.

Amendment to motion by Jeremy, to table the discussion until the June meeting.

Upcoming Events

May 19th, 2022, 2022 Summer Hazard Seminar
Sherry Badger, Senior Communications Specialist, PIO for KCOEM will be facilitating a panel on the 2021 extreme heat event and wants WASART to talk about the pet shelters opened and coordinated. Michaela will be talking about lessons learned and how our response will change for future events.

Moved to adjourn at 20:41