

**Wakota CAER
Board of Director Meeting Minutes**

**June 18th, 2015, 10:00am
Wakota CAER Office
7516 - 80th St. So.
Cottage Grove, MN**

Attendees: Camie Pederson, Hue Lam, Lisa McMahon, Pete Herpst, Jim Stockinger

Unable to Attend: Jim Gribble, Dan Hannan, Bill Lazarz, Christina Morrison, Paul Schultz, Scott Benik, Mike Thompson

Meeting Called to Order

Bill Lazarz

Vice-Chair Pete Herpst called the meeting to order.

Approval of December Minutes

Bill Lazarz

*Lisa McMahon motioned to approve April Minutes, seconded by Camie Pederson, motion approved.

Treasury Status

Camie Pederson

Currently have \$72,672.02, a combination of both funds (main and boom school).

OLD BUSINESS

Caches

Subcommittee

Hastings cache was moved to training area for June Boom School and will be used again for July Boom School.

Community Awareness

Wayne Jorgensen

Pete Herpst started a conversation about revamping our larger quarterly events like Holiday Breakfast, Community Luncheon and etc. He also brought up the idea of having facility tours again. Hue Lam brought up having Matt Stokes come in and talk about railway safety. Matt has been traveling a lot to help train. This sparked the conversation of Dan Hannan/Scott Benik updating the Strategic Plan for Wakota CAER and where we want to see Wakota CAER. Do we want Wakota CAER to engage with the surrounding communities and industries more? Do we want Wakota CAER to be the “go between” for surrounding communities and industries? Jim Stockinger suggested about having an event for the public to hear from certain industries about the precautions they are taking for possible incidents. Would like to get more non crude oil industries involved.

Ambassador / Membership Retention

Dan Hannan | Scott Benik

No new report.

800 MHZ Radios-Meeting

Wayne Jorgensen

Wayne Jorgensen has collected all radios and they have been reprogrammed for Dakota County. Heather will send out invoices to the companies that have the radios. If there are any companies that do not want to pay the \$280 per radio per year for updates, they need to turn them back in to Wakota CAER. We have not been paying the update fees to the FCC for quite some time. Reminder that all the fees go directly to FCC, not Wakota CAER.

Upcoming Speakers

Christina Morrison

August – River Boat Cruise: Steve Lee (will be retiring) and the new Section Chief Jane Braun, both will be out for the River Cruise as an introduction to Jane Braun and a sending away party to Steve Lee. We are using Magnolia Blossoms Cruise and we will depart from Watergate Marina at 12pm on August 12th, \$20 per person again like last year. Heather will send out invites by the end of the month.

Suggestions for Upcoming Speaker:

- Hue Lam suggested having Matt Stokes speak at an upcoming meeting.
- Lisa McMahan suggested having Ham Radio operators speak the same time and 800mhz radio training.
- Someone from OSHA to speak about PSM (Process Safety Management)

Insurance Needs

All

Directors & Officers Insurance was renewed in May 2015.

Website Development

ALL

Heather Melstrom and Wayne Jorgensen met with Kellee Gabel for training of website maintenance. Heather will work be adding events and documents to website in the upcoming weeks.

2015 Annual Reporting to Federal (990) and State (Annual Charitable Report)

Heather Melstrom

Heather is in the processing of finishing up our return with Greg's Tax Service and hoping to have everything ready for July's Board meeting.

NEW BUSINESS

Announcements

None.

Meeting Adjourned

*Hue Lam motioned to adjourn the meeting, seconded by Jim Stockinger, motion approved.

**We didn't have enough board members to vote, but there wasn't anything in our agenda that needed a vote for approval.*