



COMMUNITY AWARENESS EMERGENCY RESPONSE
Preparedness for Public Safety and Environmental Quality

Board of Directors – Minutes June 12th, 2018

Cottage Grove City Hall
Training Room
12800 Ravie Pkwy
Cottage Grove, MN 55016

CALL TO ORDER:

A Board of Directors meeting of Wakota CAER was held on Tuesday, June 12, 2018 at Cottage Grove City Hall – Training Room. The meeting began at 8:39 AM and was presided over by Bill Lazarz.

ATTENDEES:

Angela Packer, Wayne Jorgensen, Hue Lam, Lisa McMahon, Eric Watruba, Camie Pederson, Rachel Conant, Bill Lazarz, and Pete Herpst

BOAT CRUISE:

- Tuesday, August 14, 2018 from 12:00 PM to 3:00 PM
- MOTION: *Increase the cost of the boat cruise \$25/attendee to: \$30/attendee for members, \$40/attendee for non-members* (passed at 9:11 AM)
- Explain cost increase on invite as well as during introductions on boat cruise
- Rachel will send out invites/reminders: week of June 11th, in July, 2 weeks prior and 1 week prior
- Narrator for Boat Cruise:
 - Pete spoke with Red Wing CAER – Darwin or another representative will narrate along with:
 - Lisa will reach out to Steve Lee for his help as well

TREASURER UPDATE:

- Forms to lawyer and tax accountant due 6/12/18, Camie will send

- Haven't taken in much over the last month, last month's totals are relatively the same as this month:
 - CAER = \$27,979.57
 - BOOM = \$55,378.17
- Dues are still down drastically, only at \$5,000-\$6,000
- Camie will send Rachel the dues list to cross check and resend invoice for those who have not paid
- 2019 Objective: revise voting/non-voting memberships and dues
 - Retiree rate?
 - Get rid of non-voting option?
 - Government agencies and/or non-profit organization structure?

BOOM SCHOOL:

- 3-day Inland Waterway Spill Responder classes will be July 24-26, and August 21-23 at CF Industries
- Single-day refresher class will be July 31 at Lions Levee Park (August 14 date will be removed as it conflicts with the boat cruise)
- Cost for 3-day: \$300 for RSRC members, \$375 for non-members
- Cost for refresher: \$100 for RSRC members, \$125 for non-members
- Lunch and snacks/beverages are provided at the training site. Green Mill will be used again – Wayne will call and order
- Mr. Stockinger will not be able to help this year
- St. Paul Park will have about 20 participating, Wayne will have about 20 as well, plus any others who sign up
- Rachel will remove August 14th from the invite and send out to all members

MISCELLANEOUS:

- Trailer Title: resolved. Wayne will purchase a lock box to put in the trailer to store the title Wayne will also scan the title and email it to Rachel to keep an electronic copy.
- Rachel will research a climate-controlled storage locker to store all Wakota CAER files and materials (please see last page for details on storage unit costs)
- Lisa will reach out to the Cottage Grove Chief of Police to see if he will "host" our meetings in order for us to not be bumped from our meeting room. Lisa will provide Rachel an answer within 2 weeks, if no, Rachel will book the room for 12 months out. Rachel will send Lisa the link to reserve the room.
- Wakota CAER Apparel: both male/female cut, dry fit, heather gray
 - Lisa will research the company they use for apparel
 - Rachel will contact Advanced Sportswear as well as Edge Marketing
 - Evaluate options within 2 weeks in order to have them prior to the Boat Cruise
 - Bill has the jpeg file of the logo
- Consider looking into Square as an option for payment
- Rachel will work on updating members contact information

JULY MEETING AGENDA ITEMS:

- Go through all documents, materials, etc. and decide what to keep/throw – Wayne & Tristan bring all Wakota CAER material they have
- Discuss how to best forward Wakota CAER’s phone number to Rachel

Meeting adjourned at 10:22 AM

<u>Location</u>	<u>Size</u>	<u>Price</u>	<u>Other Info</u>
Acorn Mini Storage - Cottage Grove	5'x5'	\$64/month	CC Ground; Floor 1 / Inside; Temperature Controlled - size of a small closet
Acorn Mini Storage - Cottage Grove	5'x10'	\$99/month	25% off first 3 rent charges - \$74/month for first 3 months; CC Ground; Floor 1 / Inside; Temperature Controlled - size of small closet
Extra Space Storage - Cottage Grove	5'x8'	\$74.99/month	First month 1/2 off; climate controlled; indoor; 1st floor access - price is online rate, otherwise \$82/month in store - size of a small closet
Extra Space Storage - Cottage Grove	5'x10'	\$92.99/month	First month 1/2 off; climate controlled; indoor; 1st floor access - price is online rate, otherwise \$102/month in store - size of a small walk-in closet