

Wakota CAER	January 13, 2009; 8:30 a.m.
Board of Director Meeting Minutes	Cottage Grove Fire Station No. 2
Attendees: Mike Thompson, Pete Herpst, Kim Woldengen, Emily White, Bill Freischel, Bill McNally, Jim Stockinger, Jayshree Desai, Camie Pederson, Paul Schultz, Mike Pliml	
Agenda	
Meeting Called to Order	Mike Thompson
Mike Thompson called the meeting to order.	
Approval of November Minutes	Mike Thompson
Emily White motioned to approve the November minutes, seconded by Bill McNally, motion approved. [Note – there was not a quorum in December and therefore there were no formal minutes from December 2008]	
Old Business	
<ul style="list-style-type: none"> ➤ <u>Coast Guard Spill Trailer-Mike Thompson</u> – still working on the transfer. Mike Thompson sent the paperwork to CDR Roby to acquire 2 Coast Guard trailers. Currently the trailer at Lock & Dam #2 is snowed in. 	
<ul style="list-style-type: none"> ➤ <u>Computer</u> – Mike Pliml proposed purchase of a laptop from Best Buy including a 3 year warranty which includes Geek Squad support and droppage coverage. The compute would be around \$1,000 and the warranty around \$129. Also, recommended purchase of an AT&T wireless connection card at \$40 per month. Discussion followed on whether we should use Sprint or Verizon, with Sprint being the favored. A motion was called for to purchase the laptop; Bill McNally motioned to approve the purchase, seconded by Emily White, motion approved. 	
<ul style="list-style-type: none"> ➤ <u>Membership Renewal Invoices-Colleen Stelmach</u> – the membership renewal invoices were emailed to members at the end of December and to non-members encouraging them to join. Checks are starting to be sent in. A status listing will be provided to the Board at the February meeting as it takes time for some of the members to process checks through their corporate offices. 	
<ul style="list-style-type: none"> ➤ <u>Renewal of agreement with Klane Associates to prepare 2008 tax returns & annual charitable report – Colleen Stelmach</u> – office received engagement letter from accountant to prepare the annual reports. Emily White motioned to renew agreement with accountant, Bill Freischel seconded the motion, motion approved. 	
<ul style="list-style-type: none"> ➤ <u>River Response Co-op Pete Herpst</u> – committee met a couple of weeks ago. Hue Lam will take the lead in Policy Development, Documentation Control and Records. Once completed then he will step back and the core group members will be Pete Herpst, Camie Pederson, Deb Huberty, Steve Crisp, Jim Stockinger and Hue Lam. To date only 2 signed agreements have been received, will remind members at the General Membership Meeting. 	
New Business	
<ul style="list-style-type: none"> ➤ <u>EPA Freshwater Spills Symposium in St. Louis – Mike Thompson</u>– the cost of the symposium has not yet been posted, currently the call for papers is out. Topics will include deployment and control of boom in fast and slow river water. There was discussion as to whether Wakota CAER or the River Response Co-Op should send a representative(s). There was a question as to whether the By-Laws would allow this. Will check the by-laws, there is still time to decide. 	
<ul style="list-style-type: none"> ➤ <u>Annual Community Leaders Luncheon</u> – Luncheon is April 14th, subcommittee appointed to plan – Emily White and Jayshree Desai. 	

Committee Reports

- Community Awareness-Kim Woldengen – The October Fire Chief magazine included an article on Wakota CAER. However, no one had a copy. Will ask Bob Byerly if he has a copy.
- Training – Exercise Committee- Jim Stockinger: A tentative date for the Exercise Design Team to meet is being scheduled. Jim has some volunteers for the team. Planning on a full river deployment, it will not be an OSRO exercise.
- Planning Committee – Pete Herpst: December speaker – will be a tour of the MnDOT RMTC facility by John McClellan. Colleen will send confirmation and ask for directions/location. Jayshree will confirm February speaker

Announcements -

The MPCA February 2009 Air/Water/Waste Conference has been cancelled

Meeting Adjourned

Mike Thompson

- Emily White motioned to adjourn the meeting, seconded by Bill Freischel, motion approved.
- Next Meeting in Tuesday, February 10th at the Wakota CAER office.