

**NATIONAL SKI PATROL
CENTRAL DIVISION Fall MEETING Minutes
September 9-11, 2011
Marriott RiverCenter, Covington, KY – Cincinnati, OH**

Friday New Leader/Member Orientation 11:00 AM – 1 PM (RD -David Johnson, Telecommunication – (Steve Beil absent))

Friday Executive Committee meeting 4:30 - 6 PM

Invited: Division Director, ADDs, Treasurer, Legal, Admin Assistant, Eastern Michigan RD David Johnson RD Western Michigan, North Central RD David Dahl, and Western RD John Thomas

Jim Woodrum, Brian Cobble, Linda Murphy Jacobs, Kevin McQuillan, Frank Cleary, Joe Hamel, John Thomas, David Dahl, Tony Ortega and Kevin McQuillan. Ken Meldahl organized the meeting room. *Not in attendance: NA*

Accomplishments: Joe explained that we must dissolve the Ski Patrol Inc. to solve the state tax issues. Joe had the plan review by a professional and the steps are fairly simple. A resolution will be submitted at the board meeting Saturday so the Board understands what we are doing and why. The money invested by the Ski Patrol Inc will be donated back to the Central Division Ski Patrol after the resolution is consummated.

Jim lead discussions reviewing the Fall meeting agenda and discussed possible proposals as no proposals were actually submitted. The CD Regions and supervisors were scheduled to start their presentations Saturday after 1 PM.

Jim asked if the board was interested in having National Board members present at our Division meetings. Janet has attended our last several Division meetings. The agreement was that Jim should review content of all presentations to prevent wasting time rehashing things that was already discussed.

Jim commented that reoccurring questions are coming from the Division PR's and from Division Ski Area Management. He asked that someone consider developing a resource guide for those two groups. Kevin suggested there are several key concepts that new PR's often don't understand. Jim suggested that those items could be included.

Jim continued to review the agenda and asked for input from the executive board.

Joe asked if the board would accept electronic signatures or emails. Kevin will research where in the PnP and create a proposal.

Jim will talk about the NSP Logo direction, which is acceptance of the one white cross. Jim asked Frank to remove the yellow coloring from the cross on our PnP and Kevin suggested we also remove the old CD logo. This will set pace for others in our organization.

Jim suggested to future RD's to watch the dinner costs and try to keep them well under \$50. The near \$50 dinner costs to this year's meeting is very costly to the Division and to families.

Meeting closed by Jim Woodrum at 5:57 PM Cincinnati Time

Central Division Board Meeting

Saturday September 10, 2011

General Meeting: “Going to New Heights for Safety”

CALL TO ORDER: Jim Woodrum called the meeting to order at 8:10 AM (Cincinnati time) on Saturday, September 10, 2011.

Jim Woodrum welcomed everyone to the Fall Meeting. Jim introduced guests: Chip Perfect PNS Ski Area Owner/MSAA (speaking tonight), Bob Scarlett NSP Volunteer National Legal Council and Janet Glaesar National Board Member

Jim gave his DD perspective on the year ahead, nationally, divisionally and in our regions. National: Rollout of OEC 5th edition, manual release schedule, skiing Video clips will soon be available on the website, online ID learning is complete and MTR will be next to complete, we will be beta testing a new Quality Assurance System using OEC as the first program, a policy and procedures update, the Patroller Education Conference will be at Cooper Mountain on April 12-14, 2012

The NSP Logo has varied over the years and this year the logo is being rolled out with all white crosses. Let's all use this new logo in all new publications.

This year in the division:

Jim spoke to direction this year in the division. Including: roll Out OEC 5th Edition, continue to Rollout Accredited Ski Evaluator (ASE) Program for Qualified Ski Examiners, continue the Ski Skills work already in motion, Video Training for Toboggan, new Transportation Manual, see that every Area has a Toboggan Refresher that meets National Criteria and what to do when not met by 1/15, build on Patrol/Area Management Relations: (Jim gave a presentation to Midwest Ski Area Association (MSAA) at the meeting “How to Handle an OSHA Inspection/Inspector”), I heard again this year from owners, “Help my patrol be better skiers”, “They are a part of my image to the customer”, Develop an Area Operations Resource Guide and a PR/PD Hand Book on how to do things and where the resources are to help, Beta Test the new Quality Assurance process using OEC, and Support patrols with the radio licensing where needed.

Janet Glaeser, a National Board Member, thanked all Central Division patrollers for their commitment and outstanding leadership to the NSP. Many Central patrollers are involved at national and division levels and we all should thank them for their efforts.

Derek Werner – spoke on their regions' efforts to: Monitor OEC 5th edition updates during refreshers, Level I Avalanche Class, Level I & II Mountaineering Classes, Continue ASE certifications, TES and SES in each Section, Ski clinics at each area, and Continue to increase Senior participation

David Dahl North Central Region – NCR paid for the new OEC 5th edition books for all current/active Its, NCR for the 2nd year will pay NSP-C Ski School dues for all active instructors for Region training, 1/21/2012 NCR TES/S&T (Best ever Region clinic) at Brule ski area, This is a no charge event for all patrollers in the Region, 1/22/2012 NCR mandatory SEM Clinic at Ski Brule, 1/27-29/2012 NCR Host 2012 Women's Clinic at Big Powderhorn in their new lodge that is now under construction (Their lodge was destroyed in a fire January 13th 2010), and Senior evaluation teams will now be made up of the highest credentialed available starting with PSIA level III, PSIA level II, and ASE certified patrollers only.

Bob Lechtanski – Northern Michigan Region – Roll out the OEC 5th edition to all NMR patrollers to insure the highest possible quality of care for injured patrons at Northern Michigan resorts. Provide all possible assistance to re-establish NSP presents at Hickory Hills Ski Area in Traverse City. Visit and recruit All local City and County ski areas in the NMR to become members in the NSP volunteer system. Work to improve participation at Region, Division and National training events. Improve Awards writing submissions to recognize outstanding patrols and patrollers. Bob has 1/3 of their patrols having new PR's this year and is having the outgoing PR's mentor the new people.

Bill Currier – Ohio Region – Welcome to the Ohio Region for this meeting, everyone worked so hard to make it successful. The rollout of 5th edition OEC is being handled by Dave Brumlein, we are planning to re-establish the Clear Fork Ski Patrol, Working to grow the Ohio Nordic patrols, continuing to improve on snow proficiency, recruiting more patrollers and instructors and we are working to grow leadership development at all levels in the Region.

Billy Dick – Southern Region – Billy presented a *manual* powerpoint presentation (using 5 patrollers). Billy told us about the 5 states they service (131,000 square miles) and the big ski swap in Chicago. The Ski Swap provides funding for the Region and Southern is the only Region without dues. The Region puts on many training events and invited others that want to attend. Southern has a North and South SEM and S&T evaluations this year. In 2012 the Division Fall meeting will be hosted in Galina IL. at Chestnut Mountain in their garden tent you are all invited.

Tony Ortega - South Central South Central is funding the OEC IT manuals this year and is working to successfully rollout the 5th edition. Tony discussed what actions should be recognized with an award and how can we improve the methodology. Often the Region is bringing Region training events to the smaller ski areas. We are reviewing the Region Job descriptions and aligning them with Division Job descriptions. SC is looking at the QA services provided to the areas and auditing the results. Our stretch goal is to streamline the course registration and closures for our IT's, we want to use electronics to streamline the procedures.

John Thomas Western Region – We are rolling out the 5th edition of the OEC, the STW will be supported at Trollhaugen, there are 5 Certified candidates this year, we are offering more education events and working to get more people involved with credentialed Ski and Snowboard instruction. Also we are working on a process for using electronic signatures for webinars and awards and rolling out a PR Handbook.

Dave Johnson – Western Michigan – We are starting my new role with new Region Board members, a new Section Chief and new owners at Cannonsburg. All fall refreshers are scheduled and TES's and SES's are still to be scheduled. Dave is working to improve communication with members and plans to visit every area this year.

(Break at 9:37 AM)

Quality Management System

- Jim Woodrum - The intent is to assure all events are consistent and lead by properly trained instructors. IT responsibility will increase as they will be a large part of the evaluation process. There will be a 'Quality Backbone' involving 11 quality elements. Jim reviewed each of the 11 elements using a powerpoint. (Program Structure, Course Content, Resources Required, Instructor Credentials, Course Prerequisites, Evaluation Format, Grade Scale / Structure, Reporting Requirements, Risk Management, and Conflict Resolution). There will be a mentoring process to train all the IT's interested in continuing in their roles.
- Deb Enderly – The new Quality Management System is rolling out to OEC to start. Deb reviewed all 11 elements and discussed how each is being applied to OEC. Again this training

will be taken to all IT's this season. The Survey Monkey is still in final development and will offer immediate feedback to IOR's, ROAs, Division and National.

Jim opened the floor to question and answers. One question was directed to Deb about OEC instructors and Deb suggested each OEC instructors teach from each 1/3 of the OEC topics each year in an effort to keep all OEC instructors current.

(Break at 10:30 AM)

Kevin McQuillan and Bob Scarlett Both spoke on current Legal issues and led a discussion what is done by the National legal committee. We are moving back to be a member driven organization, Minnie Dole's Vision. Bob is seeing a better working relationship between the Division Directors and the National Board. Bob commented the Jim Woodrum has organized the Division Directors into a cohesive group and how they have a respectful but firm method of interacting with the National Board. Bob thanked him to for his leadership, now the DD's review the issues before the board and offer their support or concerns to the board the day before each board meeting. NSP is being more proactive, providing value to our members, have not had a dues increase 13 years, remember 6 years ago only one employee remained after the petition. There are more members each year, over 28,000 this year. Assets have also increased each year for the last 5 years. Current priorities: The #1 person the NSP is trying to protect (legally) is the instructors, 2nd is members, 3rd is the NSP leadership and 4th is the NSP. Seven years ago a young boy was killed at a ski area by a snowmobile purchased by that patrol. That incident was a turning point in the way legal issues were addressed; in that event the NSP proactively protected NSP members and worked with the family of the victim to avoid being included with the lawsuit. (Bob added: Please do not own equipment or land at your ski area and also register all NSP courses prior to conducting training.)

The Legal Committee meeting last summer was in Denver and was very successful. They brought national leaders into to talk to the committee. They discussed tax issues, ski area claims, NSP political issues, helmet issues, and had collegial Conversation on many NSP Issues. Kevin suggested that one thing that they learned that 30% of all claims were from non-skiing injuries so we all should give slips and falls just as much concern as skiing injuries. The 5th edition OEC teaches care but also emphasizes more teamwork and always having a friendly witness to support what you do along with many other risk management techniques. Many thanks to Edward McNamera, Deb Endly, and David Johe for their effort to bring the 5th Edition OEC to successful completion.

NSP does not lobby (by our own charter), but we do work to protect the NSP mission and the NSP members. We have gone to Washington with a National Immunity bill to protect NSP members for the long run. Last year the Idaho Department of Health suggested NSP members are practicing medicine illegally. Within a week the NSP Legal committee successfully preserved our rights to patrol. We are working with several states on helmet issues right now. We also are working with NSAA legal committee as well.

The NSP image is very important. We should all monitor and protect our image, be kind to customers, don't be associated with alcohol or drugs, and watch all other patrollers so every patroller follows these common goals.

Lastly, protect our tax exempt status and monitor the items we purchase or own. Always register courses or you may not be protected by NSP insurance.

Helmet Laws: Jackson Hole and Vail (among others) now require helmets. Helmets are highly recommended for patrollers (official NSP recommendation).

Lastly: NSP only has 6 members running for 5 top volunteer leadership positions this year and we need more people running each year. We also need more members to vote each year.

Wrap-up - Jim Woodrum

Jim thanked all our presenters and dismissed for lunch.

(Break for lunch at 11:46 PM)

Board of Director Meeting

Call to order: Jim Woodrum 1:00 PM

(Tape 1a inserted at 1:00 PM)

Meeting materials in the Staff Packet: (18 paper copies of the meeting agenda, Spring Minutes, Spring Action Item List, Supervisor reports, financial investment review, 10-11 budget variance report, 11-12 Budget, Proposals, Central Division P&P).

Board Roll Call – Roll was called:

MEMBERS PRESENT:

Jim Woodrum
Derek Werner
David Dahl
Bob Lechtanski
Bill Currier
Tony Ortega
Bill Dick
David Johnson
JT John Thomas

Division Director
Eastern Michigan
North Central
Northern Michigan
Ohio
South Central
Southern
Western Michigan
Western

ALSO PRESENT:

Brian Cobble
Linda Murphy Jacobs
Dan Somalski
Frank Cleary
Joe Hamel
Kevin McQuillan

Assistant DD Programs
Assistant DD Proficiency
Assistant DD Programs
Administrative Assistant
Treasurer
Legal and Risk Advisor

DD Board Member Absent: none

Also Attending:

	past DD	Chuck Martschinke
+	MSAA LIAISON	Ken Meldahl
+	Legal	Kevin McQuillan
+	REGISTRATION	Sherwin VanKlompsonberg
+	ELECTIONS	Ken Meldahl
+	ADMINISTRATIVE ASSISTANT	Frank Cleary
+	SKI SCHOOL DIRECTOR	Dan Moss
+	ALUMNI	Beach Day
	Auxiliary Supervisor	Open
+	AVALANCHE	Dale Mihuta
+	AWARDS	Gregg Reese
+	CERTIFIED	Mike Longfellow Jones

- + INSTRUCTOR DEVELOPMENT Virginia Rodeman
- MEDICAL Steve Werner
- + MOUNTAIN TRAVEL & RESCUE John Wachter
- + NORDIC ADVISOR Peter Wollan
- + OEC (N – E - O - WM) Karen Hadden
- + OEC (NC, W, S, NC) Vicki Young
- + P101 (Introduction To Patrolling) Jeannine Mogan
- PUBLIC RELEATIONS Ty Damon
- + RUSTY PARKA NEWS Tim Zimmerman
- PSIA LIAISON Tom Anderson
- + TOBOGGAN Tom Worley
- Telecommunication Steve Beil
- + SKILLS DEVELOPMENT Don Loerch
- + SENIOR Jay Zedak
- + WOMEN'S SEMINAR Sandi Hammons
- + WEB MASTER Chris Raudabaugh

PROXY ANNOUNCEMENTS: None

Per Article 1.4 of the CD Bylaws, Directors can provide written notice to the board, appointing a proxy. (or via e-mail)

Meeting GUESTS: Chuck Povlitz NSP Board candidate this year and Bob Scarlett, Volunteer Legal Council Chairman

MEETING APPOINTMENTS:

Parliamentarian: **Kevin McQuillan**
 Sergeant-at-Arms: **Dan Somalski**

AGENDA: Jim Woodrum asked the Board if there were any additions to the agenda previously distributed. 10-11 RD and ADD reports to be reviewed. Discussion took place regarding the Central Division Financial Report, and an updated version was distributed to all. The Spring 2011 minutes were briefly reviewed.

Discussion: Jim reviewed changes to the agenda made at the Executive meeting

MOTION #1: Approval of the consensus Agenda; consisting of the Fall 2011 Meeting Agenda as reviewed and the updated Spring 2011 meeting minutes, and the 2010-2011 Budget Variance Financial report.

MOVED: **Bill C**

SECOND: **Bill D**

BOARD ACTION: Motion Passed Unanimously. (8 for 0 against)

Floor Motion 1:

The Central Ski Patrol, Inc should be dissolved and the money in it's accounts be moved to the Central Divisional Ski Patrol Inc. of the National Ski Patrol. This floor motion is made to accept the money and properly record the action.

MOVED: **John T**

SECOND: **David D**

BOARD ACTION: Motion Passed Unanimously. (8 for 0 against)

Joe will get this process started and work with Kevin getting the Illinois legal documents approved. Jim suggested that a majority of the principles of the Incorporation are in attendance and have all approved

this move to dissolve the Incorporation and donate the money back to this organization today. Kevin documented a resolution and will get the required signatures. Joe will move the money and close all the accounts, and Kevin will dissolve the business in the courts.

Floor Motion 2:

All IT's for all programs submit to the Region supervisors their past year activity logs and what they plan to accomplish over the next year.

MOVED: **John T**

SECOND: **Tony O**

Discussion: Do we want to micro manage? We want people think ahead and plan appropriately. Bill suggested an amendment to insert a requirement, or a way to close the loop, JT rejected the amendment.

BOARD ACTION: Motion Passed. (4 for and 4 against) Jim supports the proposal and the proposal passes with his vote.

Jim will take this motion to all supervisors and RD's will take this motion to all IT's.

Supervisor Reports:

CERTIFIED - Mike Longfellow Jones

The National Certified supervisor asked Mike to review the APP 'Association of Professional Patrollers' program and review the differences to the Central Certified program. There are many similarities and few things we do not do like 'self evac'. We have a more involved OEC or medical program. John MCGoff attended the review with Mike last winter. Now that we understand the differences we will drive our program to improve. Members from APP will attend our Certified program this year. We will continue to drive similarities and grow our program.

SKILLS DEVELOPMENT Don Loerch

Don and Tom Worley discussed the three upcoming STW's and how the sessions have changed this year. The remainder (50%) of the Toboggan IT's will recertify their skills in the Region this year and not at the STW's. Dan Moss spoke to the classes that will be offered for riding and ski skills (fun, riding and having fun during the event). Don suggested that any RD's that look to be short of credentialed evaluators at Senior tests this year should contact Division Supervisors for outside support. Jay asked for data on Senior successes. How are the candidates getting involved after they pass Senior? The feedback will help us to improve the Senior program. This year we will also see a Snowboard exam card. The Snowboard card will describe the movements needed to be accomplished and demonstrated at the Senior exam.

Break at 2:24 pm

Alumni - Beach Day

Beach told us that we have 340 alumni in the Central Division. Ohio has the most Alumni members of any Region. The alumni can help out in many cases, when the need arises please contact me.

Registration - Sherwin VanKlompberg

All RD's should send Sherwin any new PR's that need registration training. NSP just told Sherwin that the registration search engine is not working with explorer 9 and you may need to use 7 or 8 until the bug is corrected. Late fees are still manually calculated. Remember patrollers with 50+ years of service do not have to pay fees. If you have registration problems contact Sherwin first and do not call NSP. Also do not give your password to the National Database to anyone. If you move the registration bank account be sure to let Sherwin know.

Legal - Kevin McQuillan

All RD's should have legal advisors and they should all be active in your Region. Kevin passed out a list of legal issues to review. All Rd's should send a list of issues to all RP's each year. The major issues are centered on owning or purchasing equipment or land, delinquency of patroller certifications or qualifications, EMS inquiries, any patroller code of conduct issues, any lobbying, or helmet issues. Should any of these issues surface, please call for immediate Region and Division legal support.

MSAA LIAISON - Ken Meldahl

Many patrollers attended the last MSAA meetings. The skier visits increased this last year. Patrollers attended breakout sessions on Risk Management and accident investigation. Any patroller wanting to attend will need to be invited through their ski area management.

Elections – Northern Michigan, North Central, and Southern
Section chiefs and PR's will vote in these election Regions

Ken will put an article in this coming RPN to start the voting process.

Election Review Committee this year from the PnP: John Thomas, Bill Currier and Dave Johnson
The Election Review Committee is responsible for the review and confirmation of the election results for the Central Division Director and all other Division managed elections. The committee will review election results submitted by the DEC and confirm results back to the DEC in specified amount of time. The election committee was recognized and accepted by the board.

P101 (Introduction to Patrolling) Jeannine Mogan

There was still no access to the National Database until Darcy Hanley got to Denver. There were 40 courses not properly closed. Now there are 12. The last 12 will close the end of September and those patrollers will not get credit. All RD's should get their classes properly completed and closed.

Webmaster – Chris Raudabaugh

Calendars can be updated on the CD website by sending a simple completed spreadsheet. Email Chris to get the spreadsheet. He can also set you up to use the CD payment structure online.

OEC - Karen Hadden

The IT updates are going well. 40 OEC Classes and 41 refreshers are now scheduled. All delinquent patrollers must complete the missed work or stop patrolling. The feedback monkey will help us to gather data and feedback. The refreshers will be longer this year. Everyone will need to have the 5th edition OEC manual and all RD's need to insist manuals are purchased. This year's refreshers will have stations requiring skills from the 5th edition. Karen spoke to the OEC rollout completion and gave us an explanation on how the the National Program Standard 11 elements applied to the OEC classes. See details in here report.

(Tape 2b inserted at 3:25 PM)

Rusty Parka News - Tim Zimmerman

We recruited more articles and contributors for this last season RPN. I received comments from many readers and tried to implement those suggestions. We add the national sponsors to the magazine in each issue and work with National on this. Deadlines are sent out two weeks ahead of the calendar date so everyone should also have their calendars up to date as well.

NORDIC ADVISOR - Peter Wollan

The Nordic requirements were revised and enhanced this year. The IT's will have to be refreshed to meet the enhanced standards. Patrollers can be registered as primary Alpine and secondary Nordic with the same patrol.

Women's Program is being held at Big Powderhorn in Michigan (Western UP) in January 2012.

New Patrols:

Clear Fork, Ohio (Bill Currier) So far we only have one patroller, the Patrol Director. Does anyone have a similar problem and has anyone successfully build a new patrol without taking from other local patrols?

Region Director Reports: given this morning**Action Item Review:**

Jim reviewed the Action Item List by item. Frank will record the changes and post to the Website.

(Tape 3a inserted at 4:14 PM)

OLD BUSINESS**Proposal S11 P001 – Election Date elimination from Bylaws**

MOTION #3: Accept Proposal S11-P001 (2nd Reading of bylaw changes)

MOVED: John T

SECOND: Bill D

BOARD ACTION: Motion Passed (6 for 0 against) 2 abstained (due to personal breaks and were out of the room) 2/3 margin

Frank will change the Bylaws and post the PnP to the website

Job descriptions: Linda started to review the completed Job descriptions but then asked that we postpone discussion until Sunday morning. Everyone should review the formats and be ready to talk about this in the morning.

New Business:

Joe received \$2050 for alumni dues separately this year and will add to line 112 on the income page. Jim asked if there are any more changes to the budget.

MOTION #2: Motion to approve the budget change

MOVED: Derek W

SECOND: Bill D

BOARD ACTION: Motion Passed Unanimously (8 for 0 against)

Joe will change the Budget

Jim asked for a motion to close the meeting to the public due to a sensitive personal issue.

MOTION #3: Motion to close the general session to discuss a code of conduct issue.

MOVED: John T

SECOND: David D

BOARD ACTION: Motion Passed Unanimously (8 for 0 against)

Open Meeting closed to visitors at 4:45 PM Saturday

Jim discussed code of conduct issues in closed session and due to sensitive nature of the issues, this discussion was not recorded.

MOTION #4: Motion to adjourn.

MOVED: **Bill D**

SECOND: **David J**

BOARD ACTION: Motion Passed Unanimously (8 for 0 against)

Meeting adjourned 5:15 PM Saturday

The 2010-2011 Central Division Banquet and Awards followed the meeting.

Chip Perfect - Perfect North Slopes General Manager / Owner and NSAA Vice Chairman (will be chairman next year)

Chip addressed the Banquet attendees: "The NSP and Ski Industry Relationship"

Chip discussed the pursuit of excellence at PNS and how working closely (ski area management with patrol and patrol management) has continued to improve for the entire 32 years of our existence at PNS. We first accepted formation of our ski patrol to help customers that hurt themselves. The first years were difficult for many reasons but we found working closely with our patrollers not only helped our injured customers but helped operations. The ski patrollers brought a wealth of information and business experience. We started as a small ski area but we have grown into a profitable, active and influential ski area just as our ski patrollers have become active and influential in many levels of ski patrol region, division and national management. Chip discussed 'Level of Commitment'. Chip commented that people will rise to the level you expect of them so choose your leaders and encourage them. The ski area industry is made up of owners, areas, and Ski Patrol and the management of each do understand how connected and dependent the industry is. Chip gave several incidents where the management of NSAA, MSAA and Ski Patrol interacted to solve difficult situations. Chip closed his discussion on relationships with his personal list of "highest Level of Preparedness". 1) first day we make snow, 2) first day we spread snow, and 3) first day we open. In all the years of PNS Operation, the Ski patrol has always been on the hill and ready to serve. Chip presented an exciting PNS film depicting how they get ready at the area and thanked the Central Division for their leadership and support of the snow sports industry.

Jim thanked Chip and the PNS attendees for their attendance and contributions.

Sunday, September 11, 2011

Meeting Reconvened at 8 AM

8:05AM Sunday: Open Session brought to order by Brian as Jim Woodrum was attending the PD Breakfast.

Brian took roll and everyone was in attendance except Kevin who came in later

(Tape 3a restarted at 8:05 AM)

CONSIDERATION OF PROPOSALS

No proposals were reviewed at the Executive committee Meeting, with one new proposal submitted today by Kevin. We should all remember it is stated in the PnP to submit proposals to Frank 21 days prior to the meeting.

MOTION #5: Approval of F11-P001 Kevin M – format for electronic signatures

MOVED: **Derek W**

SECOND: **Bill D**

Discussion: no discussion

BOARD ACTION on Proposal: Motion Passed as amended unanimously. (8 for 0 against)
Frank will update the PnP to reflect the change

Linda Reviewed format for the staff Job Descriptions:

Linda discussed duties, responsibilities, supporting the program, working with the National office and being a resource to the membership.

(Tape 3b started at 8:25 AM)

Positions we discussed require past patrol, section, region and/or division leadership.

(Tape 4a started at 9:12 AM)

Linda continued to review each job description and the board gave her their recommendations. Several changes were suggested to the format and a final format was developed. The ADD's will continue writing the job descriptions with the new format and the input from the supervisors and board.

Jim joined the meeting at 9:20 AM

Linda, Dan and Brian will update the job descriptions and send them back out for Board review.

Bob Scarlett discussed state registrations. Most states don't send out yearly registration invoices and NSP did not pay the 2nd year of registration fees, by the misunderstanding of the lack of invoicing. Bob will take our tax issues to National and make sure we are not paying excessive registrations.

Break (9:38 AM)

Bob continued to discuss tax regulations and legal issues with the board.

(Tape 4b inserted 10:23 AM)

CALENDAR REVIEW

Meetings/Dates/Locations

Mid-winter National Meeting, Lakewood, January 12, 2012

Spring Division Business Meeting –March 30-Apr 1, 2012, Oakbrook (Chicago), IL. DoubleTree

National Annual Meeting – June 2012, the last week

MSAA Meeting – Aug 5-8, 2012 Boyne Highlands

Fall Division Meeting – September 7-9, 2012, Southern Region, Chestnut Mountain, Galena

Spring Division Business Meeting –March - Apr, 2013, Chicago, IL. DoubleTree

Fall Division Meeting – September 7-9, 2013, North Central Region Hosts

Spring Division Business Meeting –March - Apr, 2014, Chicago, IL. DoubleTree

Fall Division Meeting – September, 2014, Eastern Michigan Region Hosts

MOTION #6: TO ADJOURN

MOVED: **Bill D**

SECOND: **Derek W**

BOARD ACTION: Motion Passed (8 for 0 against)

Meeting Adjourned at 10:01 AM, Sunday prior to noon

Respectfully submitted,

Frank Cleary

Administrative Assistant

NOTE: These minutes represent the notes recorded during the meeting and are to be approved by the Central Division Board of Directors at their next meeting on 4/10/12.