

**NATIONAL SKI PATROL  
CENTRAL DIVISION TELECONFERENCE MEETING Minutes  
November 11, 2014**

Notice of meeting sent by JT Thomas, Division Director.  
Requested attendance: DD, RD's, ADD's, Legal, Finance and Administrative Assistant.  
Teleconference called to order by John Thomas.

**Board Roll Call** was taken by Cheryl.

**MEMBERS PRESENT: (except where noted)**

JT John Thomas	Division Director
Mike Schons	Eastern Michigan
Les Robinson	North Central (Not present)
Dick Jacques	Northern Michigan
Guy Day	Ohio
Ron Plummer	South Central
Don Steen	Southern
Chip Knappen	Western Michigan
Jim Ruzicka	Western

**ALSO INVITED:**

Tom Anderson	Assistant DD (Not present)
Chris Raudabaugh	Assistant DD
Julie Stone	Assistant DD
Cheryl Raudabaugh	Administrative Assistant
Joe Hamel	Treasurer
Kevin McQuillan	Legal and Risk Advisor (Not present)

**AGENDA:**

**Voting and Treasurer report on Audits**

JT: Need patrols to get registered – Dean supplied the listing and everyone should have to review.

Voting – JT is everyone doing all that they can to get out the vote? Guy Day – encouraged voting at refreshers. EMR adding to swaps. JT – let's show that Central Division can get out the vote. Chris - biggest issue is increasing interest among patrollers.

Treasurer – Joe Hamel – report back from auditor. Tax filings completed on time again. Thanks to the patrol reps and region treasurers for getting in on time.

Joe : There was trend through all of the reports (note auditor is consistent with prior years and does have extensive experience). A couple items came up: 1) Assets – the recommendation on each of the four was that there should be an annual consolidation of asset units at the end of each year so that we know what is there. 2) Also issues on the ending reconciliation of bank accounts, and comparison of previous year comparison of expense and income lines, to then look at what caused the significant changes.

In relation to what we can / cannot spend: on your bookshelf on the central division website, there is a copy of the P&P which is up to date, as well as national guidelines for appropriate use of patrol funds.

Patrollers /Directors Checklist also covers the Memorandum of Understanding which should be reviewed.

Ron – would be helpful if we had a standard reporting format for compilation of the additional information that has been requested. Kevin produced a good review at the division meeting and this is something that all patrols should be paying attention to.

Dick – Did a region inventory to confirm compliance there, but will review

**Motion #1** (Ron) – Have Joe develop a consistent tool for the division for reporting purposes and accountability of each unit assets. (2<sup>nd</sup> Dick)

Discussion – Joe – There is a form today that is a basic Cash flow type statement, but this would be an attachment for each registration unit that would add asset information.

Dick – it should be something that can be kept from year to year, not re-created yearly. Suggest Joe talk to some of the areas already doing this to get an initial template.

JT – also need to work on educating area Management on what we can and cannot have for assets.

Board Vote: FOR: Unanimous approval by board members present.

**ACTION ITEM** Target: February 1 completion and presentation to board members.

Division Management Changes:

JT – Introduction of Julie Stone as new Assistant Division Director, replacing Don Loerch who resigned. Tom took Don's Spot and Julie is taking over Tom's role, covering OEC and other areas. Glad to have her aboard. Don's areas will be taken over by Tom and Julie will have the areas previously reporting to Tom including OEC. Chris, Tom, and Julie will be reviewing and may tweek the org chart some.

It was emphasized by board members that the Action Item on ASE program should not be dropped and it will now fall under Tom A responsibility. The formal Action Item is stated as: "Evaluate the ASE program both for the evaluation side as well as teaching requirements and develop a recommendation on how to proceed." Due date was moved to Spring 2015 as of the Fall Division Meeting.

Motion #2 to Adjourn – 1<sup>st</sup> Don 2<sup>nd</sup> Ron; All voting members present in favor, none opposed.

Respectfully Submitted,  
Cheryl A Raudabaugh  
Administrative Assistant

Minutes were recorded during conference call, formally approved via email vote as of 11/1, then posted.