

**NATIONAL SKI PATROL
CENTRAL DIVISION SPRING MEETING Minutes
April 17-19, 2015
Doubletree Hotel - Chicago, IL**

Friday Executive Committee meeting 6:00 PM (Chicago time)

Invited: Division Director, ADDs, Treasurer, Legal, Admin Assistant, Region Directors for Northern MI, Southern, and South Central.

Actual Attending: DD-John (JT) Thomas, ADDs-Tom Anderson, Chris Raudabaugh, Julie Stone, RDs - Dick Jacques (Northern MI), Ron Plumer (South Central), Mike Schons (Eastern Michigan), Legal - Kevin McQuillan (late arrival), Finance - Joe Hamel, Admin - Cheryl Raudabaugh, Meeting Coordinator - Ken Meldahl

General: JT opened the meeting for discussion at 6:05pm

Agenda: JT reviewed planned agenda for board meeting and made changes as needed

Proposals Review:

S15 P001 Snow Sports School - Request for funding of additional clinics

- Motion to remove this proposal by Dick, 2nd by Joe; Have it submitted as a budget item. All in agreement.

S15 P002 Accounting Proposal to add 600 level accounts for event based programs that do not currently have them.

- Amendment to proposal: increase new accounts to add for any active programs.
- Dick moved, Mike 2nd, to forward to board meeting. All in agreement.

S15 P003 Treatment of proposals relating to Programs

- Motion to move to meeting: Mike 1st, Ron 2nd; Vote: All in favor

S15 P004 Certified Program – LAR – Manual updates

- Motion to move to meeting: Mike 1st, Dick 2nd; Vote: All in favor

S15 P005 Certified Program – Lifetime Recognition

- Discussion: Needs further information and review before presenting to full board as a proposal, but with additional information sent in from Patrick tonight, could move to discussion tomorrow
- Mike 1st, Tom 2nd; Vote: 7 for, 1 against. Proposal with additional support will go forward to full board review.

S15 P006 Somalski Fund Proposal

- Discussion - last fall a committee was developed to determine how to pull together funds for support of this fund. Based on broader input, proposal recommends removing from current PnP the use of division accounts for annual funding.
- Joe provided additional background information on the development and advancement of the fund, as well as the fiduciary responsibility of the investment fund.
- Mike 1st, Joe 2nd - move discussion to tomorrow for further review. Vote: 7 for, 1 against

S15 P007 Supervisor Meeting Proposal with funding to come from the investment accounts

- Discussion: When OEC meeting was approved for last year, funding came from the general fund, but could perhaps come from earnings off Investment Funds. Could adjust proposal to establish a committee to review the process and location/method of the meetings. Many open areas on how this would be executed indicate that this should be further reviewed.
- Motion to Table: Joe, 2nd Mike. All in agreement.
- Need a plan on how to rotate, what type of meeting and what are the requirements, how they request, can it be funded by budget vs investment fund.

General discussion: we need education process to make sure that purchases are made under the tax exemption ID to avoid state sales tax. Determine what is needed by state.

ACTION ITEM: Joe to document process to educate division programs on how to get the exemption (before fall 2015)

S15 P008 OEC Conference Change Proposal

- General move to forward to board, all agreed.

Bond/Liability coverage for board of directors - Kevin did some investigation, trying to confirm if national's D&O coverage includes division board, or if we need to purchase our own. Kevin is waiting on a copy of the actual policy to review further.

ACTION ITEM: Kevin to determine if Central Division needs their own policy. (by June 2015)

Financials note: Joe Hamel

- Event expenses over board approved amount - when there is no budget or not enough, this needs to be forwarded via JT to Exec Committee in order to get an extension and budget approval. Then Exec Committee can advise full board at the next meeting
- Auto expense recommendation - deferred to full meeting.

Patrol Reporting of Assets - process started to ask patrols to submit information about any owned assets by region. If there are assets, we need to insure that they are transitioned to areas at fair market value.

ACTION Item (Update to earlier #20): Kevin and Joe to work together on a revised patrol questionnaire, and develop talking points for RD's to announce to their individual regions. Then there will need to be ramifications to not reporting.

Meeting closed by JT at 8:30 PM Chicago Time Dick and Ron move to adjourn. Vote: All in favor.

Central Division Board Meeting

Saturday April 18, 2015

CALL TO ORDER: John (JT) Thomas called the meeting to order at 8:30 AM (Chicago time)

Note: Meeting materials were available to all participating via Google Drive over the previous two weeks through meeting time. Files included: Meeting Agenda, updated Fall Action Item List, EOY reports and summary, Financial Investment Review, 14-15 budget variance report, 15-16 projected Budget, Proposals, Powderfall Reports, Central Division P&P, and reference materials from previous meetings.

Ken explained the meeting room arrangements and plans for dinner tonight.

Board Roll Call – Roll was called by Cheryl:

BOARD MEMBERS PRESENT: (except where noted)

John Thomas	Division Director
Mike Schons	Eastern Michigan
Les Robinson	North Central
Dick Jacques	Northern Michigan
Guy Day	Ohio
Ron Plumer	South Central
Don Steen	Southern
Chip Knappen	Western Michigan
Jim Ruzicka	Western
Tom Anderson	Assistant Division Director
Chris Raudabaugh	Assistant Division Director
Julie Stone	Assistant Division Director
Kevin McQuillan (joined later)	Division Legal Supervisor
Joe Hamel	Division Treasurer

PROXY ANNOUNCEMENT: *Per Article 1.4 of the CD Bylaws, Directors can provide written notice (or via email) to the board, appointing a proxy. No proxies were required for this meeting.*

ALSO PRESENT: (except as noted)

Chris Raudabaugh	Assistant Division Director
Julie Stone	Assistant Division Director
Tom Anderson	Assistant DD Programs
Ken Meldahl	MSAA Liaison
Cheryl Raudabaugh	Administrative Assistant
Jim Woodrum	Past Division Director
Chuck Martschinke	Past Division Director
Brian Cobble	Past Division Director
Linda Murphy Jacobs	Past Assistant Division Director

Other Guests:

Skills Dev Team: Daren Lukes and Britt Gustafson join later in am.

HOUSEKEEPING: Lunch orders were submitted. Dinner list was passed.
JT welcomed everyone to the meeting and introduced guests.

MEETING APPOINTMENTS:

Parliamentarian: Kevin McQuillan (temporarily covered by Chuck)
Sergeant-at-Arms: Tom Anderson

AGENDA: JT asked the Board if there were any additions to the agenda currently available on the Google Drive, as adjusted from last night. No further adjustments were required.

MOTION #1: Approval of the Spring 2015 Meeting Agenda; as revised.

MOVED Ron **SECOND** Dick **BOARD ACTION: Passed unanimously. (8 for 0 against)**

FINANCE REVIEW

Joe Hamel provided highlights of the investment accounts and earnings.

Budget review for 2015-2016. Board members were taken through excel files to review activity to date for 2014-2015 by category and submissions for the upcoming year.

Somalski Fund - reviewed options for continuing to provide additional new funds. There are currently three representatives for the fund: Tom Anderson representing the board, Brian Cobble representing patrollers at large, and Louise Somalski representing the family. Interest from the fund provides for scholarships for patroller development. Discussion of ideas on how we can seed further funds/principal growth so that more scholarships can be issued. Ex: The pins done previously, purchase/sale of T shirts, etc.

Other finance discussion areas included:

- Income Categories were reviewed which mostly represent program fees to cover expenses of the named program for that year.
- Avalanche cost - plan to fund costs to put on a Level II out west this year and set appropriate funding income to support.
- Expense line item adjustments were made as reviewed for Administration, Meetings, Program Support, and Advisors expense areas.
- Registration process was reviewed for cost of electronic transfer process. Overall funds go to National, then are returned to division, then back to regions. The cost supports the entire ACH process and avoids dealing with bounced checks or other potential issues.
- OEC funding - national picks up cost for the Lead to go to the national meeting, we also send the Assistant, so will need funding for the assistant by division. Such a large program needs coverage by both people - also the two people cover the east side of lake vs west.
- ACTION ITEM: JT and Joe to develop process for donated services reporting
National recommends that the person actually turns in the expense, gets paid, then donates back, so that there is a paper trail.
- Snow Sports School - request for funding for additional events - RD's want to understand how it is determined where the events will be held.
ACTION ITEM: Snow Sports School - Harold to put together a three year rotation plan for moving the events around the division - by Fall 2015

Break... After break Brit and Daren join meeting participants.

Budget Motions:

MOTION #2: Change Account 170 to Division Snow Sports School Registration

MOVED Dick **SECOND** Ron

Amended to updated account names as needed. Change Account 163 for Avalanche to Avalanche Seminar and update other accounts on the budget files to map to names agreed to in S14 and F14 proposals. **BOARD ACTION: Motion Passed unanimously. (8 for 0 against)**

ACTION: Joe to update accounting records and excel files.

MOTION #3: Change the region support checks 620 back to \$16,000

MOVED Don **SECOND** Dick

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

Discussion of mountain hosts programs and similar registered positions.

ACTION ITEM: : JT and Dean to work with national to develop a process to include Mountain Host programs as part of registrations.

ACTION ITEM: Region Directors talk to their patrol reps about who and how many are currently involved in Mountain Host Programs.

ACTION ITEM: ADD to educate Program Advisors to understand how to create an event - including set up of paypal, registration, web page, correct accounting for funds. (JT / ADDs)

MOTION #4: Create a committee to investigate options to grow the Somalski fund, with initial seed money of \$1,000 to get the process started. After discussion, motion was withdrawn by author, based on current pending action item for committee to provide recommendations on division funding of the Somalski fund. Group will meet and provide further input.

MOTION #5: To approve the budget as provided this am with projected \$7,789 shortfall

MOVED: Dick **SECOND:** Guy **BOARD ACTION:** Motion Passed unanimously (8 for 0 against)

ACTION ITEM: ADD's to communicate with programs about reporting of expenses to correct categories.

MOTION #6: Increase the division dues by \$2 next year covering potential shortfall.

MOVED: Don **SECOND:** Mike

Discussion: What is the current breakdown - \$50 national, \$13 division, Regions vary.

BOARD Vote: (1 for 7 against) Action: Motion denied.

Consideration of Proposals

S15 P002 Accounting Proposal

MOTION #7: to accept proposal to segregate event costs in chart of accounts

MOVED: Don **SECOND:** Les

Discussion: Previously all expenses for many programs were merged under the advisor, this will separate the event related costs to separate accounts

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

S15 P003 Treatment of proposals relating to Programs and advance communication with advisors

MOTION #8: to accept proposal for consideration **MOVED:** Don **SECOND:** Les

Presentation: This proposal would insure input from program advisors before vote on something that would affect how those programs are run.

Discussion: Board members felt this proposal could inhibit the board's ability to take a floor motion and proceed within the board meeting, forcing tabling all proposals until the advisor provides input. The board should be able to determine when it is appropriate to make a decision, vs when to table and get more input from a program advisor. If a vote is taken and later determined to be inappropriate then it can be re-visited with a new motion at the next meeting.

Call to Question: Dick **BOARD ACTION: Motion Failed (0 for 8 against)**

Further Discussion - Would the proposal proponents be willing to integrate into the PnP instead?

ACTION: Complete a re-write of the proposal to soften up language - proposal to be reviewed and re-presented as amended later in meeting.

Break for lunch ---

**Review of the Accredited Senior Evaluator Program (Presented by Tom/Daren/Britt/Chuck)
(Moved up from Old Business portion of Agenda)**

The ASE program was created by the Skills Development Team to provide an alternate path for those potential Senior Alpine Evaluators not wishing to pursue PSIA/AASI certification. Chuck provided a historical introduction, then Daren covered the current documentation of the program and its requirements. Current ASE Documents are posted on the division website. Tom Anderson reviewed some of the current program challenges.

Program Goals (Tom) - The committee recommends that regions develop PSIA/AASI instructors and that regions contribute funds to the process. For current ASE evaluators - add teaching requirements, continuing education requirements, and maintaining activity logs.

Summary - If the RD's want us to maintain the ASE program (majority RD's concur), then we must force instructing, continuing education, activity logs, and staying involved. They cannot just show up to evaluate. **Request for Vote of Confidence to keep the ASE Program in the Central Division**
MOVED: Ron SECOND: Dick **BOARD ACTION:** Motion Passed unanimously (8 for 0 against)

MOTION #9: The Skills Development team should come back with a document for all the on hill instructors, regardless of certification, to maintain their evaluator certification credentials.

MOVED: Dick SECOND: Mike

Discussion: This program would need to be clear that they are teaching toboggan skills for candidates, not other ski enhancement, which would not be covered under NSP Insurance. Ski enhancement is only taught by the NSP-C Snow Sports School utilizing PSIA credentialing.

ACTION ITEM: Development team to document the requirements as noted in the motion.

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

Snowsports Trainers Workshops (Britt)

Current Challenges: Instructor burnout (3 weekends before Christmas), individual expenses, not enough focus on training the trainer, events doing too much region training vs division training, larger and larger events.

Team proposes to the board to reduce to two clinics. Limit attendance to only region level training staff (lead + one). Savings can be used to increase region level training through the season. Will also help to provide a consistent message throughout the division. Returns to more train the trainer focus. This year will be Afton on the west, Boyne on the east.

Based on general consensus of the board members, the team will continue with transition as planned.

S15 P004 Certified Program – LAR – Manual updates

MOTION #10: to accept proposal for consideration MOVED: Dick SECOND: Ron

Discussion: It has been noted in certified testing that the certified manual for LAR had inconsistencies to the new LAR procedures. This will change to refer to the current LAR documentation rather than stating separately.

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

S15 P005 Certified Program – Lifetime Recognition

MOTION #11: to accept proposal for consideration MOVED: Don SECOND: Les

Discussion: The purpose is for long standing certified staff to be recognized to stay part of the program. A couple patrollers have already received, and this would be to formalize in the Certified Program. Questions about why have this for certified, but not for senior or other patrol categories.

BOARD ACTION: Motion Failed (Vote: 3 for 5 against) Note this does not keep certified from having within their program.

S15 P006 Somalski Fund Proposal to remove division funding of the Somalski fund.

MOTION #12: to accept proposal for consideration MOVED: Les SECOND: Mike

Discussion: Suggest that Dick withdraw proposal, for further full committee review as all members were not involved. Les and Mike agree to remove the motion to accept for review: tabled to committee.

ACTION: Update Action Item for further review.

S15 P008 OEC Conference Change Proposal

MOTION #13: to accept proposal for review MOVED: Ron SECOND: Don

Discussion: Amend proposal, to include review with Julie and OEC supervisors before bringing back to board. Motion to table: Don 2nd Jim

BOARD ACTION: All board agreed to table for further review (8 for 0 against)

National Board Update - Jim Woodrum

Ed McNamara was voted in as chair for the second year. A new committee, Chair Evacuation, was created. Powderfall was extremely successful in spite of the lack of snow, with 500 participants. New education director, Sheila Summers, is just getting on board, and attended meetings at Powderfall. Jim provided highlights of the national meeting held at Powderfall. Lots of good sessions. It was popular with the vendors as well. Does take a ton of time for the office staff to coordinate the event.

Division Update - JT

Thanks to Eastern MI for the great fall meeting. Looking forward to Western MI coming up. OEC was fairly smooth compared to some previous years; Karen stepping down as of May 1 with Sue Hayes taking over - gathering data on what do we need from division perspective for OEC. Ski and Toboggan - three successful STW's; OET goals - toboggan handlers to improve movement analysis skills. Dave Bramel working on this with Skills team. Dale Fisher is running strong with Avalanche program. Women's Program - expansion into more region clinics. Continue to challenge them to help build more leaders.

Division Challenges: MSAA letter related to OEC reminds that we serve them and we need to understand their needs. They want us to be the experts and help them. When we make decisions think about how that affects our ski areas. YAP programs and recruitment - we still need to work on what we want this program to be. Some areas do have large programs; could perhaps have one of those come in and talk to us about it. Please go back to your patrols and find out what they have and what they need. Membership voting - has been dropping over the last three years - so what we are doing is not working. We need to find ways to encourage our members to vote.

JT reviewed some activities of his staff. Registration completed for 5,900 patrollers. Remind any patrol reps changing that they must inform Dean Brandt if there are changes in banking. Rusty Parka News - Tim has asked division to find a replacement for him; please forward any possible names to JT. We created a new position - Social Media, Darcy Hanley is getting that rolling with Tips of the Week. Caution - make sure what you post is something that you want everyone to know.

RD Reports

1. Mike Schons (Eastern Michigan): Had one STW and four region events. Had a region women's event. 4 new Senior Alpine Patrollers and 3 new Senior Patrollers this year. Concerns about low pass rate of the senior testing. See online detail report.

2. Chip Knappen (Western Michigan) We held first senior hill test in two years. Working to get more ASE Senior Hill Graders as region currently has only six. 35 people passed their OEC class during 2014. Good progress being made within the region. Some areas doing local expansion.

3. Dick Jacques (Northern Michigan): See my base report online. Recruiting across our region to patrol in Northern MI creates interesting complexities - problems with the time requirements for OEC especially. Doing more online work where possible and reducing on site lecture time. Conducting two classes separately, but aligned in timing and working together - they will evaluate together. Working to identify recruits through the website, table top display used throughout the region.

4. Ron Plumer (South Central) It's been a fun year so far. Focus on structure, communications, and raised the dues (by \$10). With info from Ohio Region and some others, now have Bylaws and almost Policies and Procedures. Have had onsite board meetings so that they get to know each other. Got newsletter up and running with four publications out. Proud of women's program - ran first clinic with 30 participants and a waiting list. Ran six ID classes for 45 candidates to help increase the ranks. Looking for leadership development material to create a new officer and staff program.

5. Jim Ruzicho (Western): Had a patrol re-activated - Detroit Mountain - after several years of inactivity. 92 candidates passed OEC this year. Have YAP program. New gondola at Lutsen will require training. Increasing use of the website to get word out especially since their region is so huge. Active women's program and event this year. Hosted Certified event this year; great event and wonderful people attended.

6. Guy Day (Ohio): Snow Sports and Toboggan region positions surveying PD's to find out what they really want at their areas. 5 of 7 region patrols are now owned by Peak Resorts. With latest merge of patrols, BMBW/AV is now has over 325 patrollers. Women's program - expect to hold first event next year. Moving to one STW next year from two. Also looking to move the Senior Module of OEC to first week of January. Will need to make sure that scenarios are available from national in order to do this.

7. Les Robinson (North Central): 47 new patrollers this year, three new seniors. First women's seminar held. Moving to two OET-W sessions for the region this year.

8. Don Steen (Southern): Don was re-elected to another term as RD. OEC kick-off at beginning of year done via Skype. Active senior program included participation from throughout the division leadership which provided some great input. 59 new patrollers passing OEC this year. Two new non-traditional patrols - a bike patrol and a Motocross patrol.

Revised Proposal S15 P003rev2

Motion #14 to accept proposal for review - First Les 2nd Don

Discussion - Linda highlighted revised language to modify job descriptions for ADD's and RD's. After further review, motion was called to question.

BOARD ACTION: Vote 5 for, 2 against, 1 abstain. Proposal passes.

2014-2015 End of Year Program Reports (All reports were available electronically and will be posted to the website after the meeting)

DD Direct Reports - available online - see highlights from JT above:

- a. Administrative Assistant – Cheryl Raudabaugh
- b. Awards – Gregg Reese
- c. Legal/Risk Management - Kevin McQuillan
- d. MSAA/Elections - Ken Meldahl
- e. Treasurer – Joe Hamel
- f. Registration – Dean Brandt
- g. Rusty Parka News – Tim Zimmerman
- h. Social Media – Darcy Hanley

Assistant DD's – Chris Raudabaugh, Julie Stone, Tom Anderson *

*Programs, including Supervisor's Name (by ADD reporting):

<u>Asst Division Director</u>	<u>Chris Raudabaugh</u>
Avalanche	Dale Fisher
Certified	Patrick Perlman
Nordic	Peter Wollan
PSIA Liaison	Dan Moss
Safety Team	Mike Husar
Snow Sports School	Harold Park
Webmaster	Kent Anderson

<u>Asst Division Director</u>	<u>Tom Anderson</u>
Alumni	Gunther Dieterle
Instructor Development	Virginia Rodeman
Senior	Daren Lukes
Skills Development	Britt Gustafson
Telecommunications	Paul Botnen
Toboggan (OET)	Dave Bramel
Women's Seminar	Sandi Hammons

<u>Asst Division Director</u>	<u>Julie Stone</u>
Intro to Patrolling	Vicki Zierden
Medical Advisor	Steve Werner
MTR	John Wachter
OEC	Karen Hadden, Sue Hayes
Public Relations	Ty Damon

ADD Reports - Chris Raudabaugh

Chris went to many events including Certified. Attempted L3 for PSIA. Attended Powderfall, which was good to be able to be part of the division directors meeting and the national meeting.

Avalanche - planning a Level II event; have not had one for at least three years. Looking at various options on where this can be held. Need to address instructors that need to be re-certified.

Certified - 18 candidates, 3 passed. Sub-module testing at Brighton. Successful for candidates and in pulling some of the pressure off main event, but did not do what was intended to market the program. Planning to run again next year with early and good broadcast of the dates to be held.

Nordic - Peter keeps busy, attends Birke yearly and a para-olympic world championship event among others.

PSIA Liaison - Dan has moved to Colorado, looking for replacement.

Safety Team - Mike holds monthly calls, but needs better participation. They help with safety kits and special programs on safety. Kevin - part is distribution of materials, handouts, to patrols. Looking at ideas for banners or stickers within the division.

Snow Sports - Approximately 130 involved in Ohio Region School. Chris will remind Harold about rotation request for programs to be held in the regions.

Webmaster - Electronic liability release process went well, looking to offload Email blast process to website itself - to allow RDs to go in and send to just their own region. Release can be found on your bookshelf. Kevin is working on updates - will be posted to website and to the PnP.

Julie Stone - ADD Report

Steve Werner - reported on Powderfall and his regular activity are both published. OEC new text MTR and PR - limited information right now.

OEC - Karen supplied information in her report (available online) on outcomes throughout this year. They have a monthly call with good overall communications. What worked: the hybrid refreshers.

Areas for improvement: better understanding of each other's roles, timely communications. Working on efforts to get the senior module program earlier in the year.

Patroller 101 - last fall questions about improving content led to survey by Vicki to determine where the program needs to go forward.

Personally - attended all three STW's to meet more people, went to Perfect North's Recert clinic, and attended Powderfall. Hope to continue to be more visible in the upcoming year.

Meeting adjourned 5:38 PM Saturday by JT. Plans made to begin at 8am Sunday.

Sunday, April 19, 2015 Board Meeting Reconvened

8:00 AM Sunday: Open Session brought to order by John (JT) Thomas

All board participants present. (Joe Hamel joined late). Sunday Guests: Jim Woodrum, Chuck Martschinke and Ken Meldahl

ADD Report Tom Anderson:

Written report covering my activities is online. This year took over Don Loerch's previous role and transitioned my activities to Julie. Skills Development Team has taken most of my time to date. Now will focus on off hill supervisors. Paul Botnen is addressing issue for Communications in relation to licensing with FCC. JT - NSP has an agreement with the FCC and we can facilitate getting areas a license for \$150 for the whole area in their name. Women's Program - Sandi will be stepping down with Kirsten taken over, Linda will continue to help out.

S15 Action Item List was reviewed line by line. Completed items previously reviewed after the fall meeting were removed and new items added. Additional discussion:

- Use of division calendar - vs region calendars, desire of members to have just their information. Additional time to also maintain division, but they are not on same systems either. ACTION ITEM: Chris will have Kent investigate calendar to select a filter by region and event type. Each region has a template on their bookshelf for uploads.
- Vehicle Rental - Kevin reviewed and does not see a problem with rental for multiple patrollers sharing a vehicle. There is always risk of litigation, but if using rental, make sure you take the rental company insurance, as well as having appropriate personal coverage. ACTION ITEM - Kevin to write up policy for rental.
- Mike Schons - we began building the miniature toboggan kits (one on display) for low angle rescue and teaching basic toboggan skills. Now are selling for \$150 each. (\$50 to build), and \$50 goes to Dan Somalski education fund, and the other \$50 goes to Karen Werner fund for education scholarships in Eastern Michigan
- RD requirement to update for any change in checking accounts and other related information - to Dean Brandt. Update Cheri Overton, copied to Sheila, with name changes. It is very important so stay cognizant of this need.
- Patrol Director 101 - Jim led group last fall; there has been interest in doing again. Will add to Fall Meeting for 2015. Kevin - these are very important sessions, and should be held in each region, he is willing to participate in those. We could focus this on education for the RD's, so

that they could then take it back to the regions. JT - we'll fit into the Fall 2015 meeting schedule, perhaps with RD's, their legal advisors, and any ARDs.

Ken Meldahl -

MSAA - for this summer will be August 16-19 at Alpine Valley West. Encourages patrols to attend, but must go under area management.

Elections - only one qualified candidate in one election, therefore no ballots sent out. Ballots sent on the other election - Don Steen re-elected. Next year elections - South Central and Eastern. Division Director election will also be held next year. Ken investigating qualification issues and will determine with Kevin if additional PnP changes recommended.

Meeting location - will be looking into new options for spring meeting location. Date to be second weekend of April. (9th and 10th)

NEW BUSINESS

Senior QA on events (JT) - national is reviewing and will be pushing some more standardized QA that will be coming down. Jay has been working on from the OET side; looking at new forms. Also being reviewed from the OEC side. Doing pilots on new forms to help the programs to manage.

Video and Photo Taking at Events (JT) - Region Directors need to understand who's taking photos and what they are going to be used for. Make sure they are not being taken during exams for inappropriate reasons. There are issues with social media as well. Should be pre-approved.

Recommendation that RD's before exams make it clear that there is no video.

ACTION ITEM: Should be added to the Senior manual and Region PnP.

Records Retention (Cheryl) - Reviewed use of Google Drive to service the meeting - feedback very good. Encouraged regions and programs to consider their storage of records, and web options, but also making sure there are offline backups.

RPN - Over the last year or so, Chuck has pulled together a long history of paper copies of RPN's which we should scan so that we can have a good copy for historical records. Recommends division fund professional scanning of this history.

MOTION #15 Arrange for the scanning and retention of RPN Records: Ron, 2nd Les.

Discussion: Dick will investigate option and make proposal of what it would take to complete.

VOTE: All in favor, motion passed.

Meeting officially moved to closed Executive Session at this time.

Formal Meeting resumes.

CALENDAR REVIEW

Meetings/Dates were reviewed with plans made for division representation at each of the banquets.

Region Banquets:	Where	When
Southern	Hilton Lisle, Naperville, IL, 3000 Corporate West Dr. Lisle, IL 60532	May 2, 2015
Northern Michigan	The Lodge at Cedar River	May 2, 2015
Western	Detroit Mountain (Fargo, ND)	Fri, May 1, 2015
South Central	Ausblick, Milwaukee	May 2, 2015
Western Michigan	Bittersweet Ski Area	May 16, 2015 5:30pm
Ohio	Stow, OH (host BMBW, AV)	April 25, 2015
North Central	The Waters of Minocqua	April 25, 2015
Eastern Michigan	Mt. Holly, Holly MI	May 9, 2015

- Fall Division Meeting – Western MI, September 11-13, 2015, Grand Rapids
- Spring Division Business Meeting – April 8,9,10, 2016, Chicago, IL
- Fall Division Meeting – Western, September, 2016, Minneapolis

Fall Division Meeting - Grand Rapids (Chip)

Setting up a variety of extra activities. Registration is already open. Scheduled for Sept 11-13, 2015 Meeting rooms will be across the street from event location, Holiday Inn downtown.

Legal Release: Kevin provided a recommended updated liability release. Note: per the Division PnP, Chapter 7 states that the legal advisors shall maintain the signed release forms for a period of 7 years.
ACTION ITEM: Kevin to develop a records retention plan - June 2015

MOTION#16 to revise the PnP Chapter 7 for the new Liability Release. **MOVED:** Dick **SECOND:** Chip
BOARD ACTION: Motion Passed (8 for 0 against)

ACTION ITEM: Kevin will work with Julie on a document with drop down entry for the website to be posted.

ACTION ITEM: Cheryl to revise PnP with base document as approved.

MOTION #17: TO ADJOURN **MOVED: Chip SECOND: Mike BOARD ACTION: Motion Passed (8 for 0 against)** Meeting Adjourned at 12:00pm, Sunday.

Respectfully submitted,
Cheryl Raudabaugh
Administrative Assistant

NOTE: These minutes represent the notes recorded during the meeting and unanimously approved by the Central Division Board of Directors via email as of May 1, 2015.