

General Meeting Minutes

5-10-2023

<u>Officers</u>		<u>Team Leads</u>		<u>Committees</u>	
Chair: Peggy Gablehouse	P	Training: Kristie Adams	A	Facebook – Kristie Adams	A
Vice Chair: Ray Kittelberger	P	Membership: Paul Petach	A	CERT – Paul Petach	A
IT: Steve Rees	P	Materials/Events: Don Fisk/P. Gablehouse	P		
Treasurer: Abby Schofield	A	Comms: D. Haycock	A		
Secretary: Tuuli Bookman	P				
MAL 3 yr: Kristie Adams	A				
MAL 2 yr: Don Fisk	P				
MAL 1yr: Barry Bookman	P				

Key: P = present AL = arrived late LE = left early A = absent

Meeting Location: Subway at Albertsons

Call to Order: 6:00 PM

Guests

Doug Munday
 Dan Leland
 Steve O'Donnel (AL)

Approval of last meeting minutes

- Motion passed (at previous Executive Meeting) to approve March 2023 and April 2023.

Chair's Announcements:

- Need nominations for June 14 elections for the following open positions:
 - o Chair (nominees: Ray Kittelberger)
 - o Vice Chair (nominees: Peggy Gablehouse, Doug Munday)
 - o Secretary (nominees: Kristie Adams, Patricia Keenan)
 - o Three-year MAL (nominees: Barry Bookman)
 - o Jay Becker (position undetermined)
- Debrief of the Fair meeting:
 - o We need better advertising, earlier, look into highway bulletin boards and banners
 - o Road signs need to go up earlier

- Silent auction of 18 items (\$1138 profit), raffle 206 tickets (\$206 profit), ten sponsors (\$7000 paid so far, \$1000 from Virginia Mason outstanding, invoice has been sent), 11 waived booths. Expenses were \$2671.64. Total profit \$6358.94 – probably the most successful so far!
- Home Depot has still not sent \$100 but Ray will follow up in about a month.
- Rotary will offer a grant to pay for barrels, which would include their logo. PEP-C should consider putting our own logo on the barrels, though these wouldn't have much advertising exposure.
- We should also consider regular car window stickers for PEP-C.
- Peggy is manning a PEP-C table at the Liveable Community Fair at the Vaughn Civic Center this Saturday.
- We do not have a table for the Maritime Fair (June).
- Citizen Corps is holding an event Sept 15-17 at Edmonds Community College.
- FEMA supplied wildfire awareness flyers. Steve Rees has it displayed on the website.
- Fair signs have been collected.
- Discussion on whether we should have future meetings in the evening or day, and where.

Treasurer's Report

Balance on Hand April 1, 2023: \$5910.91
 Balance on Hand May 1, 2023 \$9698.82

Deposits

American Family Insurance and United Rentals	\$531.50.00
T-Mobile	\$57.82
City of Gig Harbor	\$500.00
ServePro	\$1000.00
Fox Island Emergency Prep	\$50.00
Peggy Gablehouse	\$0.89
Pen Light	\$1500.00
Barrel Sales	\$50.00
Deposit by Peggy Gablehouse	\$50.00
Deposit by PayPal	<u>\$1043.21</u>

Total Deposits

\$5647.88

Expenses

Zoom	\$17.03
Jay Becker (food)	\$28.25
Kristie Adams (signs)	\$691.13
Carolyn Sawyer (food)	\$291.92
Peggy Gablehouse (caps, ice)	<u>\$831.64</u>

Total Expenses

\$1859.97

New Business

- Discussion was had on the frequency of future meetings. The Bylaws would need to be amended in order to change meeting frequency.
- Doug Munday accepting nomination as a Chair/Vice Chair.
- Ray Kittelberger shared his ideas for modifications to the Bylaws and new ideas for PEP-C, including speaker frequency, including keeping Treasurer's report monthly. PEP-C should be promoted at the Maritime Fair (June), Fox Island Fair (Aug), Logging Show (Aug), and other events (such as the Liveable Community Fair in Vaughn).
- We need to do a financial audit, and discuss if Abby wants to continue as Treasurer.

- PEP-C needs to start offering training. We should advertise CERT, HAM, Stop the Bleed, First Aid, CPR and PC Net training. All training will be posted on our website.
- Next CERT training is May 25-27 at GH Fire Department.
- Several Board members will be attending the Pierce County DEM Meeting on PC Net and CERT. Ray Kittelberger will report back on the meeting.
- PEP-C should secure training material from DEM (Debbie Baily). Ray will ask more about it at the Pierce County meeting.
- PEP-C Fair will be held every other year.

Next Executive Meeting:

TBD by new Executive Board

Next General Meeting

Wednesday June 14, 2023 at 6:00PM at Albertsons by Safeway. This will be the election meeting.

Meeting Adjourned:

6:45 PM

Submitted by:

Tuuli Messer-Bookman – Secretary

Approved: