



Board of Officers Meeting  
October 6, 2020  
1830 Hours  
ZOOM – Contact Angela Risdon for Access Information  
( [risdon2@comcast.net](mailto:risdon2@comcast.net) )

In Attendance:

Grant Hunsicker	Angela Risdon	Kim Hueckel	Rich Astley
Denise Bethune	Teri Johnston	Duncan Way	Wayne Ward
Jessica Wilhelm			

1. Approve all past minutes – MEETING DATES AND TIMES
  - 1.1. This was discussed briefly and in particular regarding the dates and times of future zoom meetings.
  - 1.2. Confirmed that it is the 2<sup>nd</sup> Tuesday of each month from 1830 to 1900
2. CERT Organizational Structure and Management Team
  - 2.1. There was discussion on the overall organizational structure of the business of CERT and that Officers may want a break and / or need support.
  - 2.2. Grant agreed to draft some notes regarding what tasks fall into each of the areas and suggested that people review that and sign up to support the area of their choice.
  - 2.3. Vote on approving Rich Astley as PIO
    - 2.3.1. Those present support the plan
    - 2.3.2. Grant suggested that we may need to be more formal about this and will evaluate how to proceed.
3. Open Procurement Items – Popup, Table and Chairs
  - 3.1. This was briefly discussed and the Officers approved of purchasing these items.
  - 3.2. Kimberly Johnson to buy them and Grant will reimburse with a check
4. Non-Profit Status
  - 4.1. SueZan picked up the binder from Kim to start the process
  - 4.2. Grant to check in with SueZan to gain status