

**Westport Volunteer Emergency Medical Service
Board of Directors Meeting
November 5, 2013**

The meeting was called to order at 1910 hrs by Martin Iselin, President.

Attendance: Andrea Harman, Yves Cantin, Martin Iselin, Russ Blair, Mary-Jane Cross, Brian Crane, Alex Richards, Sandi MacPherson. Guest: Marc Hartog.

The minutes for the October 1, 2013 board of director's meeting were accepted as posted. Motion to accept the minutes made by Andrea Harman, and seconded by Brian Crane.

Treasurer's Report: Yves presented the Budget Performance Report, noting, among other things, that ordinary income fiscal year to date is \$72,372, and that ordinary expenses stand at \$56,647. There has not been significant activity in the other income and expenses categories.

Committee Reports:

Finance Report: Yves presented the Investments Recap Report, and mentioned that we are awaiting recommendations as to the timing of the next step in our investment program which involves moving \$50,000 from cash and liquidating the old investment portfolio.

Fundraiser: Russ Blair reported the fundraiser will go out on Friday. There are 11,640 pieces.

Training: Brian Crane reported the EMT refresher starting 12/20/13 with Centrelearn lessons followed by practicals and written test, (no dates yet). The in-service this month is the third Thursday (11/21) with a DCF speaker.

Website: Alex is working on refining the website.

New Business:

Voting IN and Out of Members: Mary-Jane made a motion to vote in people on the attached list. Seconded by Martin. Motion carried unanimously. Mary-Jane made a motion to vote out people on the attached list. Seconded by Martin. Motion carried unanimously. Chris Siano will be asked to keep this list current, ideally reviewing it every 2 months.

Martin presented a request from Chris Renne to attend an ACLS course at George Washington University, the cost of the course is \$300.00. Motion made by Russ Blair to reimburse Chris \$300.00 upon completions of the course, seconded by Martin. 6 voted in favor, 1 abstained.

One explorer has dropped out of the class for medical reasons. A motion was made by Alex to credit the student for \$995.00 course fee. Seconded by Mary-Jane. Motion carried unanimously.

Martin is suggesting a holiday party for members sometime in December. The format would be a late Saturday afternoon drinks party. Motion made by Russ Blair to spend up to \$3,000.00 on the party. Motion seconded by Mary-Jane. Motion carried unanimously.

Yves reported the auditors would like to have a formalized dollar amount threshold of items to be amortized. This schedule is for our financial statements. Yves made a motion that the asset capitalization threshold be \$1,000.00. Mary-Jane seconded. 6 in favor, 1 opposed – motion carried.

A motion to adjourn was made by Russ Blair and second by Mary-Jane. The meeting was adjourned at 2005 hrs.

Minutes respectfully submitted by,
Sandi MacPherson, Secretary