



**Board of Directors Meeting Minutes
February 7, 2011**

Attendance:

Amanda Ford, Chairperson
Lynn Cook, Secretary
Brian Hoyt
Emma Speight

Dan Kochensparger, Vice Chairperson
Rich Weiner
Angie Tabor
Kline, Thrush excused

Call to Order: Made by Ford at 2:10 p.m.

Previous Board Meeting Minutes: Motion by Speight with second by Kochensparger to accept the minutes of the previous meeting as written. Motion carried by acclamation.

Treasurer's Report: No report.

Membership Approval: Speight presented one membership for acceptance: Jayne Moreau, Columbus Public Health. Kochensparger motioned, with second by Hoyt, to approve Moreau for membership. Membership accepted by acclamation.

Letters of Agreement: City of Columbus, Department of Public Safety submitted their LOA. Weiner motioned, with second by Hoyt, to approve the LOA. Kochensparger, as Vice Chair, signed the LOA signifying its' approval.

Board Officers: Ford reviewed responsibilities of four open board officer positions: Chair, Vice Chair, Secretary and Treasurer. After discussion, Weiner was nominated as Chair. Hoyt accepted the nomination for Vice Chair. Speight was nominated for Treasurer and Cook agreed to accept nomination for Secretary. All were elected by acclamation. Ford and Kochensparger were thanked for their leadership roles.

Committee Chairs: Kochensparger agreed to continue as Chair of the JIC Logistics Committee. Speight will continue as Chair of the Membership Committee with support from Cook. Professional Development will be led by Tabor with support from Ford. Message Development will be led by Thrush with support from Kline.

JIC Logistics & Planning Committee: Kochensparger reported that COPIN is included in the latest Northeast Area Strike Team resource directory. He led a discussion resulting

in the decision to keep hard copies of JIC site surveys in the COPIN binder as well as on the COPIN flash drive. A blank survey will also be kept on the COPIN website. Kochensparger also mentioned the need to update the COPIN phone number on brochures and website. It was agreed that officers would review the membership brochures for a discussion at the next board meeting.

There were no other committee reports.

Upcoming Meetings: The board finalized the agenda for the April 13 general meeting. It will include:

- Announcement of new officers
- Review of committees
- Hands On Central OH announcement/presentation
- Discussion of COPIN newsletter – is it useful, do members read it
- Training: an overview of how the American Red Cross operates during disasters with focus on emergency sheltering; how they coordinate with city, county and state

General membership meetings: April 13, July 13 and Oct. 12

Board meetings: May 11, Aug. 10, Oct. 19 and Dec. 14

Newsletter Responsibilities and Deadlines: Ford will email board deadlines.

Website Updates: Updates needed include phone number, board members, officers list, and membership list without cell and evening phones. Ford providing updated information. Cook will contact Kline to discuss COPIN website: how many people on her staff can update the site, can/should COPIN officers have access to site for updates

Adjournment: Motion by Tabor with second by Ford. The meeting was adjourned at 3:34 p.m.