

Final Copy – March 20, 2000 - Has been approved for general release.

REACT International, Inc.
Winter Board Meeting
18-20 February, 2000
Suitland, MD

Officers & Directors Present:

Frank Jennings, Chairman and Region 6 Director
Harry Hawkins, President
Lee Besing, Secretary and Region 7 Director
Dick Cooper, Region 2 Director
George Holmes, Region 3 Director
Jack Murrell, Region 4 Director
Jesse Mauk, Region 8 Director
Ron Faulkner, Region 9 Director

Officers & Directors Absent

Charles Thompson, Vice President and General Counsel
Fred Lance, Treasurer and Region 1 Director
Larry Fry, Region 5 Director
Bob Stone, Outside Director

Guests Present

J H Barr, New Jersey (Attorney at Law, practicing in NJ)
Linda Faulkner, Ontario
Lynn Jennings, Washington

Meeting called to order at 8:40am by Frank Jennings, Chairman and Region 6 Director. Roll call was taken (see above list) and it was noted that a quorum was present

Question raised about whether the President was a voting member of the board. Our bylaws state that the office of President is automatically an “ex officio member” of the board if the person holding that office is not also a director on the board. Mr. Murrell read from Roberts Rules of Order regarding this condition and stated that this issue was specifically covered and approved. Mr. Besing stated that Mr. Thompson, General Counsel & VP, had previously stated that this officer has a vote; under the way our bylaws were written.

For easier reference, major paragraphs or discussion items below have been numbered sequentially.

1) Officer Reports:

Mr. Hawkins discussed subject of full monthly financial reports being distributed to full board rather than just the officers. Decision to send monthly summary report to all directors with comparisons with approved budget and previous periods. Can be generated from QuickBooks automatically if figures have been input into the computer. Mr. Hawkins to ensure the approved budget is entered into the computer so these reports can be sent out.

Mr. Lanshe reported by phone that he was still at home due to team member / friend having heart attack last night and he stayed with them to monitor condition and help out the family. He faxed financial reports to the office and will arrive in person as soon as feasible.

Discussion held on need for directors to submit all expenses to RI for reimbursement and the directors to donate their expenses back to RI for paper trail. This will assist RI in applying for grants and

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donations by showing that the directors are supporting. Suggestion by Mr. Murrell that line items for Board expenses and income should match and be split by region to allow members to easily match up the line items.

2) Committee Reports:

Discussion held about need for each director to take initiative to contact the committee chairs for which they are responsible and to set goals or objectives for each committee.

3) Awards & Recognition: Leland Johnson, chairperson, has submitted no report at this time. Linda Faulkner on committee reported she has not received much correspondence. Mr. Mauk reported he has had no contact with Mr. Johnson on this topic.

4) Life Member: written report by Mr. Gamble was e-mailed to all directors and officers.

5) Bylaws, Policies & Procedures: Mr. Jennings stated we had some recommended changes to discuss later in this meeting. Mr. Thompson has one recommendation for clarifying director vacancies in the bylaws that isn't a big issue at present time.

6) Communications: CB, GMRS & Amateur: Mr. Murrell reported no formal reports from these committees. Mr. Besing read an e-mail message from Mr. Charlie Land, GMRS Chairperson, who offered his resignation should another candidate be available. Decision to not accept resignation. It was reported that Mr. Jim Haynie, W5JBP, of Dallas County REACT was recently elected as president of ARRL.

7) Computer Services: Mr. Besing reported that the web site was up and running. Discussion on members of that committee and problems handled. Computer committee is providing online support to office via PC Anywhere on the database and other computer support. Mr. Johnny Stowers performing many hours of work on database and office support. Mr. Wayne Barringer putting in many hours on web site to keep updated. Mr. Lanshe providing in office support. Mr. Besing has been providing telephone support when Mr. Stowers not available due to time zones. A local company has rebuilt computer at Dora's desk, with offices in the same building as RI HQ.

Request by Dora that the Charter Application PDF files on the Web Site include the additional forms that show the need to submit the charter thru the council before being approved.

8) Convention Site Selection: One preliminary bid for year 2001 has been received from the Iowa State Council. Mr. John Mosby from Northern California Council (Host Teams: San Jose, Golden State, & Blackberry) plans to submit bid for 2002 convention. One team in Trinidad and Tobago has requested bid packet as of this time, year to host unknown. Mr. Faulkner to contact that team and suggest the team considers submitting their bid to host a convention in year 2001. Mr. Mauk to keep in contact with persons representing each council.

9) Convention 2000: Mr. Holmes has been in contact with the Florida Council. E-mail has been sent to the board, 5 messages on 02/16/2000, regarding the convention schedule and planning. Discussion held on how much micro managing the board wants to perform for the convention. Host wants to keep vendor area open during convention. After discussion it was decided (by consensus, not a motion) to allow the convention host to conduct the convention as they see fit, within the minimum guidelines / structure already provided. It was noted that Walt Young, the convention chair for 2000, is experienced in conducting these types of events. Board Meetings during the Y2K Convention will be starting at 8am on Tuesday, July 25th and will meet daily thru Friday July 28th or Saturday, July 29th (morning

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only) as needed. Board members to pay their own registrations & hotel and should submit bills to RI and donate back to RI as previously discussed. There is money in the budget for director expenses if needed, but would be better for each director to carry their own expenses for the convention.

10) Government Relations: Wayne Lewis, chairperson, submitted no report at this time. It was noted that Mr. Stone was director assigned to oversee this committee and that he was not present at today's meeting due to his wife's knee surgery.

11) Highway Safety: Ron McCracken, chairperson. No report.

12) Junior REACT: Linda Faulkner presented written report consisting of a preliminary "Junior REACT Program Guide" prepared by two junior members of her team. She asked for critiques to be made and returned in writing.

13) Life Membership: Report submitted by Dick Gamble, statistics for life membership.

14) Membership Development Committee: Mr. Jennings noted that our bylaws call for a "membership committee" consisting of board members, and we have a standing committee for membership development that we called "membership". We appointed Tom Currie as chairperson, but failed to give him any guidelines or objectives. Formerly the Board's membership committee handled all new charter applications or disputes while the "membership development" committee was to come up with ideas on growing REACT. Discussion held on need to focus the "non board" committee toward ideas to building REACT. Decision made to follow bylaws section 7.5 for a board membership committee and section 7.6 for a special / temporary membership committee.

15) Membership Committee Board members: Mr. Jennings appointed Dick Cooper, Lee Besing, Ron Faulkner and Jack Murrell to serve as the members of this committee. Mr. Cooper to chair this committee. Mr. Tom Currie, chairman of the Membership Development Committee, will be contacted by Mr. Cooper and invited to serve on this committee as a 'non board' member.

Motion made by Mr. Cooper, seconded by Mr. Faulkner and Mr. Holmes, to create a Membership Development Committee and appoint Tom Currie as chairperson. **Motion passed.**

16) FCC Database: Suggestion by Mr. Besing that RI look into obtaining names and addresses for all new Amateur Radio & GMRS licenses from the FCC and mail out membership info to them just like the ARRL and PRSG does at present. After discussion, it was agreed to pass this idea over to the Membership Development Committee for investigation and report back to the board regarding feasibility.

17) Public Relations Committee: Written report from Bob Leef, Co-chair, submitted to the board with 16 points of summarized info and recommendations to the board. Discussion on report with additional "off the record" info added by Mr. Jennings from his participation with this committee. Copies of articles from various outside publications, which mentioned REACT, were distributed.

18) Motion made by Mr. Cooper, seconded by Mr. Besing, to send request "H" ("Establish a goal for 2000 of an e-mail address for every team"), to the Computer Services and the Membership Development Committees for action. **Motion passed.**

19) PR Committee's action request item "I" to eliminate "CB" from the black and white REACT logo. There was some confusion by board members over which logo was being referred to by this request. The only logo with "CB" we could find in the offices was the CB-9 blue decal which originated in

Canada. **Motion** made by Mr. Cooper, seconded by Mr. Faulkner, to refer this matter back to Mr. Leef for additional information. **Motion passed.** (Note: We did later locate copy of black and white letterhead being used by RI HQ which contained the CB9 logo emblem on the bottom, but didn't know if this was what was being referred to by Mr. Leef in his report.)

20) 40th Anniversary: Mr. Jennings discussed need to direct PR Committee to seek US postage cancellation and official anniversary patch. **Motion** made by Mr. Cooper, seconded by Mr. Mauk, to assign this idea to the PR Committee. **Amended** to require that only a design of an International nature be accepted, **Motion** made by Mr. Faulkner, seconded by Mr. Murrell, **motion passed.** (Specifically if design includes the image of a geographic area, to avoid problem associated with the 35th patch that excluded Canada or other countries / territories where REACT Teams are located).

21) Speaker Bureau: Mr. Besing suggested establishing a national/international based speakers bureau to solicit radio / TV stations to contact RI HQ to arrange for REACT members to appear as guest speakers on their programs, primarily in talk shows, to discuss topics like tornadoes, hurricanes, and other disaster response topics. **Motion** made by Mr. Besing, seconded by Mr. Cooper, to refer this idea to the PR Committee for investigation and possible funding. **Motion passed.**

22) New REACT Video: Discussion on REACT video and field comments received by the directors. General consensus was that this video was big improvement over older video, but still needs much improvement before being distributed to the public. Some of the comments included complaints about long pauses and sound effects when changing scenes and the appearance of Mr. Eck (the narrator) not in being in some sort of REACT uniform and Mr. Eck's continual glancing sideways off of screen to read his cue cards. The Board agreed that we need to have any such materials approved by the board before release to the public.

Meeting recessed one hour for lunch.

Meeting reconvened after return from lunch: No change in officers, directors or guests present. A quorum was present.

Birthday Celebration: Linda Faulkner celebrated her birthday at the board meeting with a cake and roses provided by her children (Mary, age 8 & Fred, age 6).

23) Publications Review Committee: Written report by Stuart DeLuca was distributed and read. **Motion** made by Mr. Cooper, seconded by Mr. Besing, that all the older manuals being replaced by the Publications Review Committee be distributed free of charge at the 2000 RI Convention. **Motion passed.**

24) Training Committee: Alfred Fronfield, Chairperson, currently serving in US Army, stationed in Germany. No written report. Mr. Besing reported that Alfred had been scanning and updating various training manuals and had submitted them to Bob Leef and Stuart DeLuca for critique. Mr. Faulkner requested that he be included in the loop for that process. Also, Mr. Faulkner has been asking for training materials from other teams on various subjects, such as traffic, parking, etc. including what not to do.

25) Voluntary Agencies Committee: Written report faxed in by Fred Lanshe to give a report of activities by various members' efforts with this committee.

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26) Ways and Means Committee: Sally Ann Knott has been working for the Y2K convention on ways and means ideas. Decision announced by Mr. Jennings that he was reassigning the Ways and Means Committee to himself as the responsible director. Previously was assigned to Mr. Stone.

27) Rapid Response Teams: Written 9-page report faxed by Fred Lanshe, forwarded from Bob Lumpkin. Directors need to study this report before making any decisions. Concern about funding, cost of on going expenses was raised by some directors. Discussion held about obtaining possible FEMA support with logistics had been suggested by the committee. **Motion** made by Mr. Mauk, seconded by Mr. Cooper, to encourage the Rapid Response Team Committee to continue their efforts, with the DCAT Team in Region 3 / Florida. **Motion passed.** 1 abstain (Mr. Holmes)

Other Items of discussion (non committee reports)

28) Convention 2000: Discussion about convention on ideas to improve attendance, suggestions of car pooling and sharing rides for folks coming from various regions. Suggestion discussed about establishing some means to facilitate the coordination of travel arrangements, perhaps thru a web site.

29) Jim Haynie, ARRL President: It was noted that Jim Haynie of Dallas County REACT was recently elected to the office of president for ARRL. **Motion** made by Mr. Mauk, seconded by Mr. Cooper, that the board drafts a resolution commending Jim Haynie of Dallas County REACT for his election to the offices of President for ARRL. Recommended that the letter be written today so that the Chairman and President could sign the letter. Phone conversation with Mr. Chuck Thompson confirmed that this action would most likely not cause problems for Mr. Haynie. **Motion passed.** JH Barr volunteered to draft this document for approval.

30) Office Procedures: **Motion** made by Mr. Faulkner, seconded by Mr. Holmes, that President Hawkins establish an internal office policy of keeping the master copies of (original and electronic) records in the RI HQ and that only photocopies or duplicates of such records are allowed to be removed, rather than the originals. **Motion passed.**

31) Regional Director Reports: Organized by region number below:

Region 1: Fred Lanshe distributed written report.

Region 2: Dick Cooper distributed written report. He wants published description of Regional Directors' duties & responsibilities, and the regional concept, as published in the Team Topics, to be published in the REACTer for the general membership.

Region 3: George Holmes gave verbal report about his contact with teams in his region and has offered to visit other teams in the area if they provided a place for him to sleep. Had largest state convention in many years with 87 attendees registered.

Region 4: Jack Murrell has been focusing his attentions upon Indiana since Mr. Hawkins resided in Michigan and others had been visiting in Ohio.

Region 5: Larry Fry, no report.

Region 6: Frank Jennings, mailed report out by e-mail to teams in his region. One team in his region wanted to change their bylaws to a new 75-page version and Frank consulted with them on the topic. They held a training session the 3rd weekend in January 2000 for teams in that region. Many teams'

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officers are unaware of the charter requirements from REACT International, or even have copies. Many are unaware of local requirements for filing with State or Province agencies.

Region 7: Lee Besing reported that he has been in contact with teams in Oklahoma and Texas, but has only attended Texas Council meetings. There has been a new team formed in Oklahoma, no new teams pending in Texas. Getting e-mail leads from www.volunteermatch.org for Texas. Holding large mock search and rescue exercise in Texas on February 26, 2000 with two REACT Teams plus other outside organizations and law enforcement. Good publicity event for REACT. Photos and articles will be submitted for the REACTer following the event.

Region 8: Jesse Mauk has addressed problems with teams in Arizona and California. Having personality problem conflicts with 2 particular members from different teams in Southern California Council that has been spilling over onto the REACT-L list via e-mail. Mr. Jennings has offered to attend a meeting where there are representatives from each affected team, including the 2 individuals. Mr. Mauk trying to set up such meeting before needing Mr. Jennings or other board actions. Mr. Hawkins offered to write letter to the individuals if Mr. Mauk determines that such letter would be helpful. Other items include a potential application for charter from some former members of a team in Southern California.

Region 9: Ron Faulkner has a team in Ontario where new members were not registered with RI, and 2 of 3 registered members have resigned from the team, but want to remain in REACT. Other members did not renew their team. Question about letting the two members who were registered previously, rechartered either as a new team, or as the old team. Mr. Faulkner's initial preference is to tell them to renew their charter by paying their dues, but would cause problem with the former REACT members who are still operating as a REACT Team without a charter. Alternative would be to charter as a new team. Referred to the Board of Directors for recommendations. He had another team who did not register all members in their team and did not accept women as members. He advised them to register all members and they would be in violation of Canadian laws to refuse membership based upon sex. As a result, they now have registered 19 members instead of the former 3 or 4 members. New law in Ontario requires 40 hours community service for all students before graduating with a diploma. His REACT Team has teamed up with 3 local high schools to accept volunteers and expects to pick up new permanent members as a result. They have been waiving the 90day probation period for any students who join the team following their 40-hour service.

Mr. Faulkner received email from former REACT member residing in Puerto Rico with question about REACT Teams owning GMRS systems. He informed them that the Team could not be licensed on GMRS but the members could.

32) RI Database Reports: Question raised by Mr. Faulkner about a membership report from the new RI database is showing no comparison of former membership levels with current levels. Canadian teams do not show past year membership levels on current reports. **Referred to Mr. Johnny Stowers** for investigation. Problem seems to be in database when we changed the internal coding to list Canadian members as "International" so that mailings and other reports could be created automatically. Mr. Faulkner also noted on the renewal form that we no longer display or ask for birth date and thus cannot confirm anybody's age when signing the renewal form. **Referred to Mr. Stowers** for investigation and correction on the database report.

33) Accountant Contract: Mr. Jennings passed out copies of audit from the accountant's office covering the 1998 and 1997 audits. The Accountants, Singleton & Bardowski, have offered to renegotiate their contract with us for services. They bid \$3000 per year for 2 years to conduct full audit and tax returns for 1999 and 2000. Discussion held on advantage of locking in the rate for 2 years, and

advantage of having 3 sequential years of full audits when applying for grants. **Motion** made by Mr. Faulkner, seconded by Mr. Holmes to approve a two year contract with Singleton & Bardowski for a full audit at \$3,000 / year for tax years of 1999 and 2000, as per their contract offer dated December 13, 1999. **Motion passed.** Need to double check the \$\$'s amount, because Mr. Lanshe faxed a letter to this board meeting suggesting the rate might be \$1,500 instead of \$3,000.

34) Junior REACT Team in Ohio: Report by Mr. Hawkins on a Stand-alone Junior REACT Team in Ohio with no adult members. This is a very active, thriving team that the Ohio Council would like to keep on the roster. Concern about legalities and our bylaws requiring a minimum of three members. Mr. Besing expressed belief that it legally requires an adult to sign any legal agreements, and should have been required for the charter. It was suggested that we need to keep the team, and one solution would be ask for their adult counselors to join as “regular” members.

35) Bylaws Amendment: Motion made by Mr. Faulkner, seconded by Mr. Besing that we amend section 3.2(a) of our bylaws to require that any team must have a minimum of one member aged 18 or older. Wording of amendment shown below. **Motion passed.** Mr. Hawkins instructed to write a letter in the next REACTer to explain the reason for making the change to the bylaws.

Old wording: “3.2(a) A local group consisting of three or more public service two-way radio operators serving their community through the fulfillment of REACT purposes and ideals, may apply for a REACT Team charter.”

New wording: “3.2(a) A local group consisting of three or more public service two-way radio operators, at least one of which must be at least 18 years of age, serving their community through the fulfillment of REACT purposes and ideals, may apply for a REACT Team charter.”

36) Mini-conference in Minnesota: Discussion held about request by Paul Oby to hold mini-conference in Minnesota. Decision made to recommend that he hold a regional conference and allow any other teams attend.

37) Long Distance Telephone Service: Discussion held on changing long distance phone number arrangements, possible 800 toll free number for fax and/or voice. Rate proposal by Connect America presented by Mr. Cooper, alternate by Twister Communications mentioned by Mr. Besing. Decision made by consensus that selection of long distance carrier falls under the duties of Mr. Hawkins as president. **Motion** made by Mr. Faulkner, seconded by Mr. Mauk, that we set up a toll free number for fax line only. **Motion Passed.**

Meeting recessed at 7pm until 8am, Saturday, 19 February 2000

Meeting reconvened at 8am, 19 February 2000, by Mr. Jennings, Chairman. A quorum was present.

Officers & Directors Present:

Frank Jennings, Chairman and Region 6 Director
Harry Hawkins, President
Lee Besing, Secretary and Region 7 Director
Dick Cooper, Region 2 Director
George Holmes, Region 3 Director
Jack Murrell, Region 4 Director
Jesse Mauk, Region 8 Director
Ron Faulkner, Region 9 Director

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Officers & Directors Absent

Charles Thompson, Vice President and General Counsel
Fred Lance, Treasurer and Region 1 Director
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Guests Present

J H Barr, New Jersey (Attorney at Law, practicing in NJ)
Linda Faulkner, Ontario
Lynn Jennings, Washington

38) Trinidad and Tobago Conflict: Subject of the on going conflict in Trinidad and Tobago between two teams and the original team which spawned new teams and subsequently formed a council in 1999 without the involvement of the other two original teams, was raised and referred to the Membership Committee for action and recommendation.

Meeting recessed at 8:30am to let the Membership Committee to meet and return with recommendation. (See minutes from that meeting)

Meeting reconvened at 10:00am, 19 February 2000, by Mr. Jennings chairman. No change in officers, directors or guests present. A quorum was present.

39) Report from Membership Committee regarding Trinidad and Tobago Conflict: Mr. Cooper reported that the committee had met and reviewed all documentation supplied by the two sides. The recommendation of the committee was as follows:

“The membership committee feels that it is important for RI to receive copies of each team’s bylaws, membership roster, minutes and financial reports to prove that each team has been operating as a separate entity and not sub chapters of another team. Therefore our recommendation is that each affected team (#2496, #4928, #4994, #6005, #6006, #6007, #6008, and #6009) and the council submit these records in a timely manner to the RI office for the 12 month period commencing with February 2000. These records will be reviewed by the Region 9 Director and the Membership Committee for indications that they are indeed operating as independent teams and a council to represent all eight teams. If the records are not submitted or a review of the records indicate that one or more teams are not operating as an independent team or the council is not representing all eight teams, the RI Board of Directors may revoke team charters and / or council recognition.”

Upon discussion, Mr. Faulkner was directed to proceed in contacting the parties involved and implement the recommendation of the membership committee.

40) Publications Review Committee report: Mr. Cooper reported that Stuart DeLuca of Texas has been editing the REACTer for the past couple of issues and there has been a noticeable improvement in the quality of the content and appearance of the REACTer. Mr. DeLuca has analyzed the factors involving the costs of producing and mailing the REACTer in addition to performing the editing of it. He should be commended for the work he has invested to date. He has compared our current mailing using bulk rate versus the Periodical rate. A written report was distributed with comparison rates and analysis of text space vs. advertising space and the number of pages being printed for each copy.

41) Motion made by Mr. Mauk, seconded by Mr. Hawkins to accept the proposal by the Publication Review Committee, chaired by Mr. DeLuca, to adopt their budget proposal for the REACTer which includes editorial services, mailing via periodical rates, printing and miscellaneous expenses, for a total of \$15,957 for fiscal year 2000. **Motion passed.**

There are some additional fees for US Post Office permits, one for Suitland and Wichita, of approximately \$355. Valley Printing in Wichita, KS is the lowest bidder. They have been setup to receive our label data electronically and will handle the printing and distribution of the magazines from Wichita, eliminating the need for the RI offices to print paper labels and ship those labels to Valley Printing. Valley Printing is charging \$50 per issue plus \$15 per thousand for handling the labeling and shipping. This comes out to about \$102 per issue at the current 3,500 issues being printed. The budget item for REACTer should be set around \$20,000 to allow for this extra amount. This proposal will result in a better quality magazine with no increase in rates to the membership.

In order to comply with US Postal Service requirements for periodical mailings, subscription rates must be identified by class of membership as proposed by the committee, which **will not** result in an increase of membership annual dues for members in continental North American mailing areas.

42) Motion made by Mr. Cooper, seconded by Mr. Holmes, to adopt the following policy resolution: *{Note- this motion is passed, and is recorded as such after substantial text below was include for the wording of the actual motion – secretary}*

“Be it resolved, that the Publications Committee is hereby authorized to apply for a Periodicals Rate permit and to use Periodicals Rate for the mailing of all copies of The REACTer, and to take all necessary steps to comply with U.S. Postal Service regulations for that purpose.

In order to meet U.S. Postal Service requirements, the board hereby adopts the following SUBSCRIPTION FEES AND TERMS:

1. The annual subscription fee for the REACTer (6 issues) for Regular, Junior and Affiliate Members in the United States and its territories is FOUR DOLLARS (US\$4.00).
2. The annual subscription fee for the REACTer (6 issues) for Regular, Junior and Affiliate Members in Canada is FIVE DOLLARS (US\$5.00).
3. The annual subscription fee for Life Members, regardless of their address, is FOUR DOLLARS (US\$4.00), which amount shall be transferred from the Life Membership Fund Income to the General Fund for use by The REACTer.
4. The annual subscription fee for REACT members of any category, except Life Members, outside of the United States and Canada is SIX DOLLARS (US\$6.00).
5. The annual subscription fee for persons who are not members of REACT, regardless of their address, is SEVEN AND A HALF DOLLARS (US\$7.50).
6. Any REACT Team may obtain its own subscription to The REACTer by paying the same fee as listed above for a Regular Member.

All Regular, Junior, and Affiliate Members in the United States and Canada shall pay their subscription fee as a part of their annual dues. All such members shall have the option of declining to receive The REACTer, but their annual dues shall not be reduced thereby.

All REACT members outside of the United States and Canada shall have the option of subscribing to The REACTer by paying the subscription fee stated above in addition to their annual membership dues.”

The Board instructs the Editor of The REACTer and the Office Manager to cooperate to the maximum extent feasible to comply with the U.S. Postal Service regulations regarding subscriptions. Toward that end, the Board hereby instructs that an article be included in the next issue of the REACTer explaining the change in mailing and the subscription procedure. The article should address the following issues:

1. Regular, Junior, Affiliate, and Life Members in the U.S. and Canada will automatically receive The REACTer unless they choose not to subscribe. If they choose not to subscribe, there will be no reduction in their dues.
2. All International Members (except Life Members) who wish to receive The REACTer directly must subscribe and must pay the subscription fee in addition to their dues.
3. Teams may subscribe to receive an additional Team copy by paying the same subscription fee that their Regular Members pay (\$4.00 in U.S., \$5.00 in Canada, \$6.00 all other countries). Teams may order as many Team copy subscriptions as they wish by paying the same subscription fee for each copy.

Motion Passed.

43) Motion made by Mr. Besing, seconded by Mr. Mauk, to authorize the Publications Review Committee to apply for, and pay \$305 for the “initial point of entry” and \$50 for the additional point of entry in Wichita (if needed), for one time permit application for Periodical Rates. **Motion passed.**

44) Demographic Survey: The Publications Review Committee is seeking funds to conduct a demographic survey of the membership for the purposes of attracting additional advertisers. The survey would be sent out randomly to obtain the kinds of information that would be required by potential advertisers. Cost of this survey will be up to \$200. Additional funds to solicit advertisers will add an expected \$300 and should be included in the budget for the REACTer. **Motion** made by Mr. Mauk, seconded by Mr. Besing, to grant the funds requested by the Publications Review Committee for the survey and soliciting potential advertisers. **Motion passed.**

45) Quick Books Account Structure: Budget discussion was held by board to compare previous year’s budget with actual 1999 income and expenses. Mr. Besing and Mr. Cooper to work on reorganizing the account structure in QuickBooks before the board comes up with budget. This will enable budget to be entered into the computer for automatic comparisons during the upcoming year.

It was noted that Mr. Mauk’s travel schedule required him to depart at this point. Copies of the minutes, budget and other documents will be mailed or e-mailed to him and all missing directors and officers following completion of our meeting on Sunday. Mr. Lanshe arrived shortly before this point in the meeting, having stayed at home, until now, to assist with a team member’s medical emergency.

Meeting recessed for lunch at 12:45PM.

Meeting reconvened after return from lunch by Mr. Jennings, Chairman. A quorum was present.

Officers & Directors Present:

Frank Jennings, Chairman and Region 6 Director
Harry Hawkins, President
Lee Besing, Secretary and Region 7 Director
Fred Lanshe, Treasurer and Region 1 Director
Dick Cooper, Region 2 Director
George Holmes, Region 3 Director
Jack Murrell, Region 4 Director
Ron Faulkner, Region 9 Director

Officers & Directors Absent

Charles Thompson, Vice President and General Counsel
Larry Fry, Region 5 Director
Jesse Mauk, Region 8 Director
Bob Stone, Outside Director

Guests Present

J H Barr, New Jersey (Attorney at Law, practicing in NJ)
Linda Faulkner, Ontario
Lynn Jennings, Washington

46) Web Site: On-line purchasing. Discussion held regarding the pros and cons of allowing automatic credit card processing via the web site, including the chance that non-members might try to order items through the web site. Mr. Besing revealed that there would be a one-time charge of \$130 to activate the on-line credit card processing thru AuthorizeNet, and AuthorizeNet would assess a monthly gateway fee of \$15 for using their service. Question raised about level of current sales of REACT merchandise and expected increase in sales as result of making this available via the web, would the increase justify the extra expenses incurred? **Motion** made by Mr. Hawkins, seconded by Mr. Cooper to hold off on activating on-line credit card processing but setup the on-line store for off line processing. Members would be able to build their order on-line but be required to contact the office with credit card or other payment arrangements. **Motion Passed.**

47) Web Site: Hosting. Software and hosting of website will continue to be provided free of charge by Mr. Besing's company, E-Commercial.com. Mr. Besing to setup the store and train the designated officer or employee on how to update and maintain the inventory items.

48) Web Site: Survey: Mr. Hawkins suggested that a survey form be included on the web site for folks to fill out and give their opinions on subjects such as the on-line web store. **Referred to Computer Services Committee for action.**

49) Web Site: Advertising. **Motion** made by Mr. Besing, seconded by Mr. Faulkner to accept banner advertising on the web site and to authorize the Public Relations Committee to set competitive rates and allow selective advertisers with the following limitations: 1) No advertisements of adult rated subjects, 2) No political advertisements, 3) No advertisements with subject matter contrary to the goals and purposes of REACT International. This advertising to be performed in cooperation with Computer Services Committee. Suggested that any banners with links be set to generate a separate page, leaving the REACT site in the main browser. The Computer Services Committee may set additional guidelines. **Motion Passed.**

50) Term Limitations: Discussion on term limitations for directors or committee chairpersons, decision to not impose limitations. No motion required since no change to current bylaws was proposed at this time.

51) Office Procedures regarding leads for new membership inquiries. Sources include PopCom and Web Site. Mr. Besing suggested a form be placed on the web site for new member inquiries to ask for the needed info, rather than free form e-mail. Decision by the board to **refer to the Computer Services Committee** to create this form and the survey mentioned above.

52) REACT Investments: Discussion held on status of REACT International's investment account with Solomon Smith Barney and Fred Lanshe's investment practices. Decision by the board was made to continue on with the investment program as previous. No motion needed since no change made to current practice.

53) Bonding Insurance: Mr. Lanshe brought in two proposed insurance programs by CIMA (our current carrier) for Volunteer Dishonesty Coverage and Volunteers Insurance Service. Rates would be lower than we are paying now for liability coverage and might make it affordable to re-establish bonding coverage. Discussion held on difference between the two programs. Cost should be about half of the current policy in affect. **Motion** made by Mr. Cooper, seconded by Mr. Besing to accept Mr. Lanshe's proposal for a) Bonding Coverage (Options 1,2,3) and b) Personal Liability Insurance coverage (option 2), providing that coverage is the same as present policy. This policy was offered by CIMA, the same carrier as presently used. **Motion Passed.**

Mr. Lanshe to make sure that we can pick only option #2 (Personal Liability) on the liability coverage, and see if we can add option #1 (Accident Insurance) for only those members who wanted to pay extra for the medical coverage. Mr. Faulkner wants to know if option #3 (excess Auto Insurance liability) would cover team owned equipment. Discussion on how this was an "umbrella" type policy, i.e. only covered losses exceeding the coverage provided by the primary policy and was not a primary auto policy in and by itself. Discussion held on what coverage our current policy has, and what limits there were, including what activities were excluded from coverage.

54) Form to request Certificate of Coverage: There is a form that needs to be completed by any team wishing to request a certificate of coverage. Suggestion was offered to have Computer Committee place copy of that form on the web site for download. We should put only the contact info in the REACTer and then make the form available from the office upon request. Also need to make policy exclusions and limitations available on the web site and in writing from the office. **Referred to Computer Services Committee for action.**

55) Reimbursement Procedure for director & officer expenses. Question raised by Mr. Besing about procedure to have expenses approved and timeliness of filing and reimbursement. Discussion about transportation expenses being requested by Mr. Stone. Mr. Besing suggested that a basic form for requesting reimbursement of expenses be created and used by all directors or officers. **Motion** made by Mr. Faulkner, seconded by Mr. Cooper. Mr. Besing to create an expense reimbursement form for use by directors and expenses, and to establish proposed policies on reimbursement for consideration by the board. Mr. Hawkins to receive all requests for reimbursement by direct mail in the meantime. **Motion Passed.**

56) Regular Reports from the RI offices should be sent via e-mail (to save postage) to all directors to keep them apprised of new teams being chartered, membership trends, etc. President Hawkins and Chairman Jennings to develop content of such reports and time schedule for office staff to prepare such reports. Should be done by e-mail to reduce costs.

57) Office Procedures Manual: Short discussion directing President Hawkins to update the office procedures manual.

58) Database Restructuring. Johnny Stowers has converted the database and is continuing to support the office and directors via on-line dialup.

59) Awards & Recognition: Motion made by Mr. Besing, seconded by Mr. Lanshe, to prepare small plaque awards for Johnny Stowers (for redesign of the membership database and office support), Stuart DeLuca (for REACTer redesign and support) and Wayne Barringer (for redesign and support of web site), for their recent support in these areas. Awards to be announced in the REACTer and mailed to the recipients. **Motion passed.**

60) Life Membership Request from Florida: Discussion of request received from Mr. Knott for the board to award a free Life Membership to someone (yet unnamed) at the Year 2000 convention in Florida. **Motion** made by Mr. Cooper, seconded by Mr. Faulkner, to decline to fund this award by the board and refer this request to the appropriate committee(s). **Motion Passed.**

61) Publishing of Team Topics: Discussion on publishing all policies, forms and other “public” documents on the web site, including bylaws for International, sample bylaws for council and teams. Publication review committee should review online documents to ensure they are kept current.

62) Reinstatement of dropped team charter: Dade County REACT: Discussion on matter of proposed reforming of “Dade County REACT” in Florida with the original charter number and name. Previous members of Dade County want to restart the team and keep the charter and number because of their possession of equipment and uniforms with the old team name. *{Later investigation showed that this team was #4881, named “Metro Dade REACT”, and was only “inactive” for the year of 1999. – Secretary}* **Motion** made by Mr. Faulkner, seconded by Mr. Hawkins, that if the former members of Dade County REACT in Florida wish to reform with their original name and charter number, they must pay all late fees (\$20/year) for each year that the original charter was dormant, plus current year’s registration fees. **Motion passed**

63) New Team Charters: Discussion held on current office procedure & policy for new charter applications for teams being sent to council direct by the applicant versus the RI office. Decision to postpone until the policies and procedures are addressed on Sunday.

Meeting recessed at 7:00pm until 8:30am Sunday, 20 February 2000.

Meeting reconvened at 8:30am, 20 February 2000, by Mr. Jennings, Chairman. A quorum was present.

Officers & Directors Present:

Frank Jennings, Chairman and Region 6 Director
Harry Hawkins, President
Lee Besing, Secretary and Region 7 Director
Fred Lanshe, Treasurer and Region 1 Director
Dick Cooper, Region 2 Director
George Holmes, Region 3 Director
Jack Murrell, Region 4 Director
Ron Faulkner, Region 9 Director

Officers & Directors Absent

Charles Thompson, Vice President and General Counsel
Larry Fry, Region 5 Director
Jesse Mauk, Region 8 Director
Bob Stone, Outside Director

Guests Present

J H Barr, New Jersey (Attorney at Law, practicing in NJ)
Linda Faulkner, Ontario
Lynn Jennings, Washington

64) Life Membership Fund: Management of the fund, Mr. Hawkins raised concerns expressed to him by some members regarding Dr. Bricker's comments and accusations of the current board's handling of our investments. Dr. Bricker had resigned from the Life Membership Fund overview committee. Mr. Cooper was appointed to replace him in this capacity. **Motion** made by Mr. Murrell, seconded Mr. Lanshe, to appoint Mr. Cooper as an interested 3rd party able to monitor investments by REACT International with Solomon Smith Barney. **Motion Passed.**

65) Wisconsin REACT Council: Council was planning to apply for a council level 501(c)(3) IRS status and published an article in their newsletter suggesting that their member teams should come to the next council meeting to receive help in completing the forms for themselves. Board takes note of their intention and observed that any team or council with their own IRS 501(c)(3) number will not be included under RI's own filings.

66) Publication of printed materials: Anything that is routinely distributed from the RI Office in printed form, computer generated, should be made available on the RI Web Site in PDF format. This specifically excludes financial reports or materials restricted to the Board of Directors. Computer Services Committee to purchase Adobe Acrobat Writer software (included in year 2000 budget) to allow these forms to be created in PDF format after review by the Publications Review Committee. This action will eliminate copies being made on the office copier and time / postage being spent by the office staff to handle requests for such materials. **Motion** made by Mr. Faulkner, seconded by Mr. Besing to authorize these materials be made public at no charge via the web site. **Motion Passed.**

67) American Red Cross: Request from ARC asking to utilize network of REACT members and repeater site for communications in a disaster area. Mr. Al Hanger expressed concerns about article written in recent REACTer. Apparently ARC wanted to know list and location of REACT affiliated GMRS or other repeaters available around the USA so they could make plans in event of disaster. In such event, ARC wants to move into an area, contact appropriate REACT officials and begin using such radio resources as available. Mr. Besing suggested that we simply provide the ARC with copies of the Team/Council Contact directory, which includes such data. Mr. Cooper suggested we include a listing of all regional directors with their contact information along with the directory.

68) Registration of Trademark in Canada: Mr. Faulkner reported that REACT's trademark in Canada had expired in 1995. Original report indicated the cost to reapply for this trademark was \$1300 (Canadian dollars) thru an agent, but Mr. Faulkner's investigation indicated that we could not renew and would have to apply for a new trademark. Cost may be as low as \$300 (Canadian) if Mr. Faulkner performs the work himself. **Motion** made by Mr. Besing, seconded Mr. Hawkins to authorize Mr. Faulkner to register the REACT Name and Logo as a trademark in Canada and to authorize the treasurer to pay the amounts charged by the Canadian Government to accomplish this task. Mr. Faulkner authorized to be registered as the agent for this purpose. **Motion Passed.**

69) Registration of Trademark in U.K.: Mr. Lanshe reported that he had renewed the REACT Trademark in U.K. in November 1999 with the assistance of the registered agent, Gerstman, Ellis and McMillin, Ltd. Cost was \$684 (US). Due to the time sensitive nature of this matter, Mr. Lanshe had to take action prior to the board meeting to protect our interests. **Motion** made by Mr. Besing, seconded Mr. Holmes to approve this action and expenditure. **Motion Passed.**

70) Registration of Trademark in Germany, Trinidad Tobago, Philippines and Australia: Mr. Faulkner inquired about status of our trademark in these countries. Mr. Faulkner will contact the German team via e-mail and the other government via e-mail or other means to confirm this status in each country.

71) 2000 Budget Proposal: Motion made by Mr. Murrell, seconded by Mr. Holmes to adopt a budget of \$121,500 (balanced) for the fiscal year 2000. **Motion passed.**

72) NDCAT Proposal: Presentation by Bob Lumpkin to supplement the written report, and including last minute changes, such as increasing base number of members per team from 15 to 25. Adding additional disaster related functions such as traffic, reconnaissance activities for flooding, etc. following the path of a disaster. He announced that this would be communications function operating under the FEMA umbrella and some equipment is being made available as a result.

73) New supplier for REACT Flags: Mr. Faulkner has researched Canadian sources for the REACT Flag and showed sample materials and prices, which would result in better quality and lower cost. White flag, orange & black logo design. **Motion** made by Mr. Holmes, seconded by Mr. Murrell to approve the new design and allow the officers to determine pricing and initial order quantities. **Motion passed.**

74) Canadian Supplier Demo: Mr. Faulkner brought out his catalog and modeled a REACT Bomber Jacket, Traffic Vest, equipment belt, reflective armband, equipment bag and other items. Mr. Faulkner asked for the board to approve Mr. Hawkins to resell selected items thru the REACT Web Store. REACT International would not stock nor spend money on inventory in advance under this program. If this trial program proves successful, Mr. Hawkins may consider adding other suppliers (i.e. team/councils, etc.) under similar conditions. **Motion** made by Mr. Besing, seconded by Mr. Holmes, to authorize Mr. Hawkins to begin a trial program of listing items from the Canadian Supplies Catalog on the web and make these items available to the membership with a small handling charge markup. **Motion passed.**

75) Contract for REACTer Editor Services: Mr. Stuart DeLuca offered a written contract for consideration by the board. **Motion** made by Mr. Lanshe, seconded by Mr. Faulkner to approve the contract for 1 calendar year. **Motion Passed.**

76) Policies and procedures: Policies and Procedures will be reviewed and revised by directors using the group's e-mail server or direct e-mail. Final approval vote will be taken at the July 2000 RI Convention.

Meeting adjourned 5:40pm EST on 20 February 2000.

Minutes submitted by Lee W. Besing, Secretary