



## Friends of CERT, Inc

### Annual Report 2020

#### Introduction

As we look back at 2020, it easy to report that this was a challenging year for all organizations and the impact of COVID-19 was felt by the Friends of Cert, Inc. (FOCERT). However, with all the impacts we are proud to report that as an organization we continued our efforts to meet our mission and vision and to continue to support the Outagamie County CERT. This effort falls upon an extremely dedicated Board of Directors, many of whom serve dual roles as members of the FOCERT board as well as responding members of our Outagamie County CERT team.

Although limited by COVID-19, the FOCERT board met several the goals identified through our strategic plan for 2020-2022 (Appendix A). Captured within this report we will document a number of those initiatives. Additionally, a review of the strategic plan has been completed and significant 2020 items have been moved and prioritized for 2021.

Included within this report are the Board meeting minutes (Appendix B) for your review. The Board initially met in person in January and February. Upon the initial impact of COVID-19, following state mandates, the board began meeting virtually to continue progress for 2020. Board Treasurer reports can be found in (Appendix C) for your review of the financial activities of the organization.

It should be noted that several highlights have been provided. However, as with any year end report not all highlights have been captured. This does not take away their significance and the support provided by many outside organizations in making this a successful year.

#### Mission Statement

*The mission of the Friends of CERT (FOCERT) is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.*

The Mission of the Friends of CERT, Inc is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.

## 2020 Year in Review Highlights

### 1. Significant cash donations received

a. Walmart	\$1000
b. Freedom Fire Department	\$100
c. Network for Good	\$100
d. Community Foundation	\$500
e. Karl and Bard Held	\$120
f. State Farm	\$500
g. Kimberly Fire Department	\$250
h. Seymour Rural FD	\$500
i. Secura Insurance	\$500
j. Kaukauna FD	\$100

### 2. Significant in-kind donations received

a. RJ Marx Company	\$887.50	Chevron Safety Striping for Rig
b. Gold Cross Foundation	\$1699.99	Automatic External Defib (AED)
c. Kwik Trip	\$1000	Gift Cards
d. COSTCO	\$100	Gift Cards

### 3. Significant achievements

- a. Development of 2020-2022 Strategic Plan
- b. Review of Bylaws/Mission/Vision Statements
- c. Website Development – [www.FOCERT.org](http://www.FOCERT.org)
- d. Assessed sustainability of CERT
- e. Filled open position on FOCERT Board of Directors
- f. Conducted annual needs assessment
- g. Approved funding for new LED rig lightning
- h. Supported the endeavors of the “Rig Dreamers” committee
- i. Re-elected new officers for 2021

## Conclusion

With the challenges of COVID-19, the FOCERT board relied on virtual meetings. No in-person meetings were held after the February meeting. Additionally, as business was at a standstill, the board elected not to meet in April, May, July, August, October, and November.

The accomplishments listed above identify that although the board activities were reduced, outside presentation opportunities were eliminated, formal fund raising was halted, overall, the major goals for 2020 were met in a reduced format.

Looking forward to 2021, the FOCERT board is recommitted to establishing a partnership with the Community Foundation through their Board Connect initiatives. The board has established goals for 2021 as identified within the strategic plan (Appendix A) and will strive to meet those goals.

Approved by Board Action on March 16, 2020  
Friends Of CERT Board of Directors

**APPENDIX A**  
**Strategic Planning Process**  
**2020-2022 Plan**

**FOCERT PLANNING 2020 - PRE-MEETING NOTES**

**February 4, 2020**

What and Why do we need to do this?

Planning is the process of making decisions about what we want to accomplish in the next 12 months to the next 3-5 years. Our planning will also include decisions about what type of approaches we will pursue, and to what end, given our small board, limited resources, and available time. This process is paramount to our organization's ability to increasingly deliver meaningful impacts to CERT in a way that is productive, yet sustainable.

**WHO:** We, as board members, are the stewards of the funds that are entrusted to Friends of CERT, Inc. the non-profit organization.

**WHAT:** The end goals of planning are to provide a roadmap to providing the needed resources to the CERT program. Those resources/needs are prioritized by OC Emergency Management.

**HOW:** Strategies, objectives, along with responsibilities and timelines will define our successes.

**WHEN:** Timelines are identified with each goal's need or priority, available resource procurements (i.e. grants, donor, etc.), and with the understanding that responsibilities are communicated and shared.

**WHY:** Our FOCERT, Inc Mission Statement is the WHY.

Planning is never a finished project – it is constantly changing and evolving, but here's where we start:

1. Determine Action Plan – Via OCEM's CERT priorities/needs
2. Draft an Operating Budget – What is it going to take from our budget to make these things happen
3. Write the Plan – Get our plans on paper – document a draft
4. Communicate the Plan – Let CERT Program Directors and CERT Volunteers know what the plan is about
5. Monitor and Evaluate the Plan – check in as often as needed to ensure that efforts to achieve our goals are being met
6. Evaluate our Planning Practices – evaluate what is and isn't working and figure out how to fix it

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**Friends of Community Emergency Response Team, Inc.**

**Strategic Plan 2020-2022**

**Updated February 23, 2021**

**Mission**

*The mission of the Friends of CERT (FOCERT) is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.*

*The strategic plan is a guideline for the continued growth of FOCERT. As a tool this document should be constantly evaluated, updated and utilized as a planning tool in the decision-making process by the Board of Directors. Some items are re-occurring; however, this does not make them less important. Other items are listed as high priority, which directs that extra efforts be placed on completion of the item in a timely fashion. The priority listed next to an item provides guidance to scheduling accomplishment of the item.*

**2020**

**Items highlighted in Yellow have been completed for 2020**

**Items highlighted in green have been moved to 2021 with a high priority**

<b>Item</b>	<b>Needed Explanation</b>	<b>Priority</b>
Website Development	Complete and activate FOCERT Website	High
	Review of Bylaws, Vision, Mission Statements	High
Annual Report	Completion in 1 <sup>st</sup> quarter of year	High
Sustainability	Assess continued sustainability of CERT	High
Historical Review	Document the history of CERT development	Medium
FOCERT budget	Develop and approve annual FOCERT budget	High
Outreach Grant	Evaluate and complete SPARK grant application	Medium
Legal Support	Seek out "Pro Bono" Legal Counsel	Medium
Board Members	Fill open positions on the FOCERT Board	High
Response Vehicle	Complete design criteria	High
	Determine Driver qualifications (CDL)	High
	Develop funding criteria/Capital campaign	Low
Fund Raising Accountability	Enhance tracking methods for ongoing solicitation	High
Outreach	Identify area civic/service groups	Medium
	Develop new FOCERT display materials	High
	Obtain educational handouts	High
Board Training	Update Board Booklet/Policy Manual	High
Relationship	Define/enhance FOCERT/CERT Relationship	ongoing - Medium
	Enhance relationship with Community Foundation	ongoing - Medium
	Develop and enhance relationship with Board Connect	ongoing – High
	Define FOCERT relative to CERT Activities	on-going - Medium
Fundraising	Identify and apply for reoccurring grant opportunities	on-going – High
	Identify and apply for New grant opportunities	on-going - High
	Enhance visibility of FOCERT	on-going - High
Communication	Monthly communication to CERT members	on-going – High
	Introduce FOCERT to new CERT members	on-going – Medium
	Annually engage CERT members in needs analysis	on-going – High
Needs Analysis	Oversee completion of annual needs assessment	on-going – High
	Development of master ask list – annually	on-going – High
Work Plan	Develop and Review Annual work plan	on-going – Medium

	Board work plan	on-going – medium
	Calendar of Training CERT	on-going – low
<b>2021</b>		
Annual Report	Completion in 1 <sup>st</sup> quarter of year	High
FOCERT budget	Develop and approve annual FOCERT budget	High
Outreach Grant	Evaluate and complete SPARK grant application	Medium
Legal Support	Seek out “Pro Bono” Legal Counsel	Medium
Response Vehicle	Complete design criteria	High
Outreach	Identify area civic/service groups	Medium
	Develop new FOCERT display materials	High
	Obtain educational handouts	High
Board Training	Update Board Booklet/Policy Manual	High
Response Vehicle	Develop and Initiate Funding Initiative	High
FOCERT Board	Develop Board Succession Plan	High
	Recruit Two Future Board member candidates	Medium
	Identify and promote Board education	Medium
Educational Opportunities	Define FOCERT role in educational opportunities	High
	Enhance/fund CERT educational opportunities	Medium
	Develop/fund Community educational opportunities	Medium
	Develop/Fund Business educational opportunities	Medium
Relationship	Define/enhance FOCERT/CERT Relationship	ongoing - Medium
	Enhance relationship with Community Foundation	ongoing - High
	Develop and enhance relationship with Board Connect	ongoing – High
	Define FOCERT relative to CERT Activities	on-going - Medium
Fundraising	Identify and apply for reoccurring grant opportunities	on-going – High
	Identify and apply for New grant opportunities	on-going - High
	Enhance visibility of FOCERT	on-going - High
Communication	Monthly communication to CERT members	on-going – High
	Introduce FOCERT to new CERT members	on-going – Medium
	Annually engage CERT members in needs analysis	on-going – High
Needs Analysis	Oversee completion of annual needs assessment	on-going – High
	Development of master ask list – annually	on-going – High
Work Plan	Develop and Review Annual work plan	on-going – High
	Board work plan	on-going – High
	Calendar of Training CERT	on-going – low
<b>2022</b>		
CERT Network	Assist in promoting Regional CERT in other counties	High
	Assist in promoting State CERT in other counties	Medium
Relationship	Define/enhance FOCERT/CERT Relationship	ongoing - Medium
	Enhance relationship with Community Foundation	ongoing - Medium
	Develop and enhance relationship with Board Connect	ongoing – High
	Define FOCERT relative to CERT Activities	on-going - Medium
Fundraising	Identify and apply for reoccurring grant opportunities	on-going – High
	Identify and apply for New grant opportunities	on-going - High
	Enhance visibility of FOCERT	on-going - High

The Mission of the Friends of CERT, Inc is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.

Communication	Monthly communication to CERT members	on-going – High
	Introduce FOCERT to new CERT members	on-going – Medium
	Annually engage CERT members in needs analysis	on-going – High
Needs Analysis	Oversee completion of annual needs assessment	on-going – High
	Development of master ask list – annually	on-going – High
Work Plan	Develop and Review Annual work plan	on-going – Medium
	Board work plan	on-going – medium
	Calendar of Training CERT	on-going – low

**APPENDIX B  
Board Minutes 2020**



**Friends of CERT, Inc  
January 21, 2020  
Meeting Minutes  
Kimberly Public Library**

**Meeting called to order by:** Chairperson Cindy Mueller at 10:05 am

**Members in attendance:** Cindy Mueller, Barb Held, Paula Rieder, Karl Held, Gene Reece, Jolene Van Thiel  
Tom Mace, excused

**Motion to approve minutes from 12/17/2019** by Karl Held, seconded by Barb Held, all in favor

**Note** – Spelling correction of name from Paul to Paula

**TREASURERS REPORT-** Karl Held

1. Beginning Balance - \$971.13
2. Deposits - \$110.00 (Network for Good)
3. Deposit - \$1000.00 (Walmart)
4. Disbursements – \$0
5. Checking account balance- \$2081.13
- Motion to accept Treasures Report - Barb Held, second Paula Rieder

**OLD BUSINESS**

1. AED matching grant - Gold Cross estimate received \$1699.99.00 (Gene Reece will follow up w/ Mark Fredrickson)
2. Web Site development – Melissa Fischer-Kincannon provided contact info to Cindy
3. Cindy will contact Kwik Trip to see if \$1500 donation request is pending
4. No word from Costco regarding grant request
5. FOCERT Goals – extended meeting scheduled February 4, 2020 (Board mtg 9am-10am) (Goals mtg 10am – noon)
6. New direction for chevron on rig – obtaining quotes from Angie & Jesse Slinger
7. FOCERT community presentations – Seymour FD 2/26/2020, Board Connect Event @ Timber Rattler Stadium 04/02/2020
8. Cindy Mueller will send letter to OEM to appoint Ex-Officio for 2020

**NEW BUSINESS**

1. Grants and gifts protocols – Cindy will create a spreadsheet for all donation requests
2. Motion to change FOCERT verbiage from member to member / volunteer - Motion by Gene Reece, second by Karl Held, all in favor
3. Cindy Mueller suggested FOCERT Board familiarize ourselves with Imagine Fox Cities <https://www.imaginefoxcities.com> and Fox Cities Life Study link <http://www.foxcitieslifestudy.org>
4. Discussion regarding changing colors on FOCERT logo to blue. Cindy to investigate design options. Discussion about who pays for shirts to be continued.
5. Other business – Marshal Lenz continues to sort out Oshkosh Defense ability to assist FOCERT (not interested in becoming a Board Member / Volunteer.

Meeting adjourned at 11:26 (Karl Held motion, Paul Rieder second)

Next meeting Tuesday, February 4, 2020 @ 9:00am at the Kimberly Library

Respectfully submitted

Jolene Van Thiel, Secretary

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# Friends of CERT, Inc

February 4, 2020  
Meeting Minutes  
Kimberly Public Library

**Meeting called to order by:** Chairperson Cindy Mueller at 9:05am

**Members in attendance:** Cindy Mueller, Barb Held, Paula Rieder, Karl Held, Gene Reece, Jolene Van Thiel

**Absent –** Tom Mace

**Motion to approve minutes from 1/21/2019 by** Paula Rieder, seconded by Gene Reece, all in favor

## **TREASURERS REPORT-** Karl Held

1. Beginning Balance - \$1971.13
2. Deposits - \$100 (Freedom Fire Dept)
3. Deposit - \$110.00 (Facebook)
4. Deposit - \$1000.00 (Kwik Trip)
5. Disbursements – \$0
6. Checking account balance- \$3181.13
- Motion to accept treasures report – Jolene Van Thiel, second Gene Reece

## **OLD BUSINESS**

1. AED matching grant (Gold Cross) – Pending with Gene Reece
2. Web Site development – Paula will check with FVTC
3. Cindy Mueller will send letter to OEM to appoint Ex-Officio for 2020
4. Karl will contact Melissa K's contact who volunteered to help with CERT spreadsheets, etc.
5. Discussion to go with the color Blue for FOCERT shirts (Cindy will bring in samples)
6. Chevron for rig – Paula to check other vendors for quotes, Gene Reece suggested re-quote from RJ Marx

## **NEW BUSINESS**

1. Fund development
  - a. Cindy will follow up with Kwik Trip on \$1500.00 donation request
  - b. No response from Costco, request will be resubmitted
  - c. No reply from Walmart regarding gift card request
2. Rig Dreamer Committee concerns
  - a. Determine gross vehicle weight to determine need for CDL for drivers
  - b. CERT sustainability?
  - c. Need to obtain County Board approval for purchase of a new rig
  - d. Need for legal representation? Paula will follow up with County representatives
3. 2020 Planning meeting – Gene Reece will follow up on discussion at meeting
4. Karl Held reported that Carol Bloemer is not interest in become a FOCERT Board member

Meeting adjourned at 10:15am (Karl Held motion, Gene Reece second)

Next meeting Wednesday, March 18, 2020 @ 9:00am at the Kimberly Library

Respectfully submitted

Jolene Van Thiel, Secretary



## Friends of CERT, Inc

March 18, 2020

(Virtual) Meeting Minutes

Kimberly Public Library

**Meeting called to order by:** Chairperson Cindy Mueller at 7:50am

**Members in attendance:** Cindy Mueller, Barb Held, Karl Held, Barb Held, Gene Reece, Jolene Van Thiel

**Absent –** Paula Rieder, Tom Mace

Motion to approve minutes from 2/4/2020 by Gene Reece, seconded by Barb Held, all in favor

### **TREASURERS REPORT-** Karl Held

#### 1. Beginning Balance - \$3181.13

1. Deposits - \$500.00 (State Farm)
2. Deposit - \$250.00 (Kimberly Fire Dept.)
3. Deposit - \$150.00 (Network Fore Good)
4. Deposit - \$14.30 (Amazon Smile)
5. Deposit - \$500.00 (Seymour Rural Fire Dept.)
6. Disbursements – \$0
7. Checking account balance- \$4595.93

Motion to accept treasures report – Jolene Van Thiel, second Barb Held

### **OLD BUSINESS**

1. AED matching grant (Gold Cross) – Pending with Gene Reece
2. Web Site development – Jim Lincoln has volunteered to develop, anticipate end of April, 2020 startup, domain name and monthly costs associated with proposed website
3. Discussion to go with the color Blue for FOCERT shirts (Cindy will bring in samples)
4. Chevron for rig – RJ Marx (Bob) is willing to do additional work as there is a donation balance. Jolene will send a tax acknowledgment and thank you (\$887.50) per Cindy Mueller.
5. Letter to OEM was sent to re-appoint Paula Rieder as Ex-Official for year 2020. Outagamie County Emergency Management Director Lisa Van Schyndel has approved.
6. Rig Dreamers – It appears rig drivers will need CDL endorsement to drive potential new rig because weight is in excess of 38,000 gvw. Deep discussion regarding CDL will need to be had with CERT and Emergency Management.
7. Cindy Mueller created a spread sheet regarding planning meeting, Secretary Van Thiel will update as needed.
8. Board Member recruitment – Gene Reece advised that Kurt Eggebrecht is retiring as Appleton Public Health Officer, and is interested in the FOCERT Board member position. He is available after September, 2020
9. Board Connect event at the Timber Rattler Stadium was cancelled, will reserve table for the September 2020 event.

### **NEW BUSINESS**

1. CERT outreach funding request from DDEM Paula Rieder for outreach supplies in the amount of \$938.90. Motion to approve Jolene Van Thiel, Second Gene Reese, all in favor.
2. Recently received KWIK TRIP gift cards (2 @ \$500 each, 1 @ \$100 each), Helds will work to get \$500 gift cards changed to five \$100 cards. Jolene will send thank you to KWIK TRIP
3. Cindy Mueller created a spread sheet to track donations and grants.
4. Other business – FOCERT has postponed contact activities due to the Covid-19 Pandemic restrictions.

Meeting adjourned at 8:44am (Gene Reece motion, Barb Held second)

Next meeting – To be determined

Respectfully submitted

Jolene Van Thiel, Secretary

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# Friends of CERT, Inc

## June 16, 2020

### (Virtual) Meeting Minutes

**Meeting called to order by:** Chairperson Cindy Mueller at 10:03am

**Members in attendance:** Cindy Mueller, Barb Held, Karl Held, Tom Mace, Jolene Van Thiel, Paula Rieder, Rob Olson

**Absent –** Gene Reece

Motion to approve minutes from 3/18/2020 by Tom Mace, seconded by Jolene Van Thiel, all in favor

#### **TREASURERS REPORT-** Karl Held

1. Beginning Balance - \$4595.93
2. Deposits - \$10.45 (Amazon Smile fund)
3. Deposit - \$500.00 (Secura Insurance on behalf of Jolene Blake)
4. Disbursements – \$0
5. Checking account balance- \$5106.38

Motion to accept treasures report – Barb Held, second by Tom Mace

#### **OLD BUSINESS**

1. AED matching grant (Gold Cross) – Cindy Mueller and Gene Reece accepting AED donation, Gold Cross donated 100%, FOCERT will donate to CERT
2. Web Site development – Jim Lincoln has volunteered to develop web site is a work in progress.
3. Rig Dreamers – Paula Rieder has updated drawings, GVWR of rig will require drivers to have CDL, will need to meet with Outagamie County Board at some point in the process.
4. Cindy Mueller created a spread sheet regarding planning meeting - no recent activity
5. Board Member recruitment – Kurt Eggebrecht is still interested, no activity at this time. Kurt remains employed with Outagamie County Health Dept. until June 2021

#### **NEW BUSINESS**

1. No new “outreach” funding opportunities – Paula will check on supplies
2. Lower denominations of KT cards given to Bev Lenz to distribute to “Kwik Trippers” to use on call-outs.
3. Grants & Gifts – Monthly Walmart requests for gift cards will resume (Jolene Van Thiel), Costco grants & gifts (Barb & Karl Held)
4. Other business – Paula talked about EM position under the umbrella of the OCSD on a temporary basis. Sheriff suggested he supports CERT organization. FOCERT will reconvene to discuss the situation further.

Meeting adjourned at 10:35am (Tom Mace motion, Karl Held second)

Next meeting – To be determined

Respectfully submitted

Jolene Van Thiel, Secretary



## Friends of CERT, Inc

September 15, 2020  
(Virtual) Meeting Minutes

**Meeting called to order by:** Chairperson Cindy Mueller at 11:05 am

**Members in attendance:** Cindy Mueller, Barb Held, Karl Held, Tom Mace, Jolene Van Thiel, Paula Rieder, Rob Olson

**Absent –** Gene Reece

Motion to approve minutes from June 16, 2020 by Tom Mace, seconded by Barb Held, all in favor

### **TREASURERS REPORT-** Karl Held

1. Beginning Balance - \$5106.38
2. Deposits - \$0
3. Disbursements – \$0
4. Checking account balance- \$5106.38

Motion to accept treasures report – Jolene Van Thiel, second by Barb Held

### **OLD BUSINESS**

1. AED matching grant (Gold Cross) – Motion to gift AED from FOCERT to CERT. Discussion relating to training CERT members on the use of AED. Rob Olsen suggested Grand Chute FD member could train at no cost.
2. Web Site development – Jim Lincoln has completed a preliminary web site for FOCERT, it was suggested phone numbers be removed. Looking for someone to manage the website. Jerry Loos referred “Rachel”, Karl to follow up.
3. Rig Dreamers – Need to set up meeting to scale down “The Dream”. Will keep Pierce involved.
4. Cindy Mueller created a spread sheet regarding planning meeting - no recent activity
5. Board Member recruitment – Will wait till post Covid-19

### **NEW BUSINESS**

1. Board seats will be discussed at next meeting
2. Tom Mace would like to provide CERT training for employees at Bergstrom and Gulf Stream in the event they have an emergency at their locations.
3. Discussion on purchasing a free-standing hand wash station for the rig. FOCERT members will search best options.
4. Other business –

Meeting adjourned at 12:17am (Tom Mace motion, Barb Held second)

Next meeting – To be determined

Respectfully submitted

Jolene Van Thiel, Secretary

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# Friends of CERT, Inc

## December 15, 2020

### (Virtual) Meeting Minutes

**Meeting called to order by:** Chairperson Cindy Mueller at 10:02 am

**Members in attendance:** Cindy Mueller, Barb Held, Karl Held, Tom Mace, Jolene Van Thiel, Paula Rieder, Rob Olson, Jerry Loos, Gene Reece

**Absent** – none

Motion to approve minutes from September 15, 2020 by Tom Mace, seconded by Barb Held, all in favor

#### **TREASURERS REPORT-** Karl Held

1. Beginning Balance - \$5106.38
2. Deposits - \$0
3. Disbursements – \$0
4. Checking account balance- \$5106.38

Motion to accept treasures report – Jolene Van Thiel, second by Gene Reece

#### **OLD BUSINESS**

1. Rig Dreamer committee status – Bob Van Thiel will set up next meeting early 2021, Bob Van Thiel will contact Dan Schultz to inquire about GVRW requiring CDL licensed drivers.
2. Board member update –
  - a. Cindy Mueller stepped down from Chairperson position
  - b. Chairperson – Gene Reece accepted the position (remaining 1year term)
  - c. Vice Chair-person – Cindy Mueller accepted (2 year term) Karl Held motion, Gene Reece second, approved
  - d. New Board member – Jerry Loos (nominated by Gene Reece, accepted and approved)
  - e. Secretary re-election – Jolene Van Thiel accepted (2 year term) (motion by Gene Reece, second Cindy Mueller, approved)
  - f. Gene Reece ask Paul Rieder to send ex-officio confirmation.
3. Board Connect – The new “Board Connect (Community Foundation) on-line platform. FOCERT will see what is available for year 2021
4. Gene Reece will look into method for keeping up with social media posts (Facebook, Twitter, Instagram, etc)

#### **NEW BUSINESS**

1. Grants & Gifts
  - a. Jolene Van Thiel will look into when the State Farm Foundation donation (\$500) will be made.
  - b. Tom Stoeger advised the Knights of Columbus will donate \$250.00 (original suggested purchasing a hand washing station which was purchased prior). Gene Reece motion to use the \$250.00 to purchase LED lights for rig trailer as there is a safety issue. Second by Jolene Van Thiel, all in favor.
  - c. Discussion regarding tables – Suggested we “saran wrap” table cloths in place per Gene Reece experience with Shriners. Rob Olson purchased saran wrap mechanism
2. Website development – Gene Reece will contact Jim Lincoln regarding the status of the FOCERT website.
3. Cindy Mueller will look into setting up a PAYPAL account
4. Gene Reece requested to have the FOCERT Chairperson receive CERT emails. Paula Rieder will add Gene to the CERT email distribution list,

Meeting adjourned at 10:56 am (Karl Held motion, Jolene Van Thiel second)

Next meeting – January 12, 2021 10:00am (virtual)

Respectfully submitted

Jolene Van Thiel, Secretary

**APPENDIX B**  
**Treasurer Reports 2020**



**TREASURER'S REPORT**

February 4, 2020

Reporting for the period from January 21 to February 3, 2020



Balance as of 1-21-20:		\$1971.13
Expenditures:		\$0.00
<b>Deposits: (date)</b>	<b>Source</b>	<b>amount</b>
1/21/20	Freedom Volunteer Fire Department	\$100
1/21/20	Network for Good (Facebook)	\$110
1/21/20	Kwik Trip Inc.	\$1000
Balance as of 2/3/20		<b>\$3181.13</b>

Respectfully submitted,

Karl Held, Treasurer

2/4/2020



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# TREASURER'S REPORT

June 16, 2020



Balance as of 5-1-2020:		\$4595.93
Expenditures:		\$0.00
Deposits: (date)	Source	amount
5-22-2020	Amazon Smile Fund	\$10.45
6-1-2020	Community Foundation – Secura Insurance (Jolene Blake volunteer hours)	\$500
Balance as of 6-16-2020		\$5,106.38



Respectfully submitted,

Karl Held, Treasurer

6/16/2020



# TREASURER'S REPORT

August 17, 2020



Balance as of 6-16-2020		\$5,106.38
<b>Expenditures:</b>	<b>Purpose</b>	<b>Amount</b>
<b>(Date)</b>		
8/17/2020	Wisconsin Department of Financial Institutions (Annual Report)	\$10.00
<b>Deposits: (date)</b>	<b>Source</b>	<b>amount</b>
8-13-2020	Amazon Smile Fund	\$8.94
Balance as of 8-17-2020		\$5,105.32

Narrative: The debit card issued to the FoCERT had been inactivated due to a lack of activity. This was discovered when attempting to pay for the Wisconsin DFI required annual report. Fortunately, DFI accepts an electronic check, so the fee was paid and a new debit card will be issued shortly.

Also, the \$10 fee was nearly offset by the receipt of the Amazon Smile Quarterly payment of \$8.94.

Respectfully submitted,

Karl Held, Treasurer

8-17-2020

The Mission of the Friends of CERT, Inc is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.



TREASURER'S REPORT  
September 15, 2020

Balance as of 8-17-2020		\$5,105.32
<b>Expenditures:</b>	<b>Purpose</b>	<b>Amount</b>
<b>(Date)</b>		
None		
<b>Deposits: (date)</b>	<b>Source</b>	<b>amount</b>
None		
Balance as of 9-15-2020		\$5,105.32

Respectfully submitted,

Karl Held, Treasurer

9-15-2020



TREASURER'S REPORT  
December 15, 2020



Balance as of 11-01-20		\$5,105.32
<b>Expenditures: (Date)</b>	<b>Purpose</b>	<b>Amount</b>
None		
<b>Deposits: (Date)</b>	<b>Source</b>	<b>Amount</b>
11/12/2020	Amazon Smile program	11.16
12/14/2020	Donation by the Helds	120.00
Balance as of 12-14-2020		\$5,236.48

Respectfully submitted,

Karl Held, Treasurer

12/14/2020

The Mission of the Friends of CERT, Inc is to provide financial support to further the efforts of the Outagamie County CERT volunteer program in their quest to enhance individual and family emergency preparedness, provide quality rehabilitation services for emergency response personnel after disasters, and during extended emergencies in Outagamie County and other counties as requested.