Southwestern REACT Board Meeting
September 4, 2025

Attending: Roger McCollough, June McCollough, John Wright, Per Martin, Mike Bailey -- Quorum Achieved
Call to Order: 1844 hrs.
Special Motions: None.
Visitors: Heather Wright
Minutes: Minutes of Last Board Meeting: Published. No changes other than the misspelling of McCollough moved by June, seconded by Per. Approved.
Correspondence: Roger/June

1. None.

Treasurer's Report: June

1. Balance as of July 31, 2025: $3,026.70
    a. Check for $19.99 for Go Daddy website renewal

   Balance as of August 31, 2025: $3,006.71

Secretary's Report:

1. As the Board Minutes are published in the REACTer prior to the Board's review and approval, it was determined that a watermark be included indicating that the minutes are a "DRAFT." Once approved by the Board, the watermark may be removed.

REACTer Editor: John, VP.

1. REACTer published and emailed out.
2. John plans to cease publishing the Board and General Meeting minutes as of January 1, 2026 as part of the REACTer. There will be a reference and a link to the website for the minutes rather than including the minutes in the REACTer.

Website Manager: Per

1. Dates of the triathlon have been updated.
2. The Communications Plan was updated with the new channels.
3. The website will continue to undergo a change in formatting as time permits.

Unfinished Business:

1. Update on P.O. Box change – Mike reports that the postmaster of the post office where the box is located requires documentation from SW REACT authorizing the change. Mike developed a letter for Roger to sign and will deliver to the postmaster.

2. New Communication Plan – John recommends sending the plan out to everyone so radios can be appropriately programmed in time for the upcoming events.
3. Policy review of Event Reports and Publications: Roger suggested setting up guidelines for what should be public (located in the REACTer) vs. what may be confidential (containing identifiable information, names, potential litigation issues). John recommended a detailed report for the REACT Board and the event sponsor while a summarized, abbreviated report could be published and used for training purposes. This led to a discussion of availability of AAR for future coordinators. Per suggested keeping a digital copy on Google Drive to be able to distribute to Board members and future coordinators for reference. It was noted that AAR are not always submitted. Board will have an expectation to submit an AAR via solicitation of input from participating team members. John suggested needing to train membership on a format and how to write an AAR.
4. The Secretary was directed to contact Koz about recognizing SW REACT's contribution to their events by including REACT's logo on event t-shirts and their website.

New Business:

1. Reminder to the Board to send all reports to the Secretary on the Monday prior to the General Meeting to ensure they are sent out to the Team members in time.
2. June noted that the four remaining events will need a certificate of insurance (COI) generated by REACT International prior to the events. Mike will contact John Capodanno to have those generated.

Training Moment:

Challenge for the September meeting to be done by John utilizing questions from the Tech, General, and Extra question pools. Per will be doing the training on the New Communications plan while Mike will be presenting on Bicycle Head Injuries.

Past Event Reports: None for this month for review.

Upcoming Events:

1. San Diego Triathlon Classic on 9/13/25 coordinated by Per.
2. Fiesta Island Time Trial on 9/28/25 coordinated by Mike.

Meeting Adjourned: 2026 hrs.

Respectfully submitted,
Michael J. Bailey, SWR#92
Secretary