

Board Directors' Meeting Minutes
Red Feather Lakes Fire Protection District

December 13, 2016

Minutes approved, as amended by Board on January 13, 2017

Board members present: Fred Sandal, Nancy Kay, Robin Whittington and Andrew Short. Terry Ferebee was absent due to illness.

Fire Department members present: Chief Gerry Wagner

CALL TO ORDER

The meeting was called to order at 6:00 PM by President Fred Sandal who welcomed all attendees.

MINUTES REVIEW

Minutes of Board meeting held on November 8, 2016 were reviewed and a few typing errors were identified. Andrew Short made a motion that the minutes be approved as amended. Nancy Kay seconded the motion and the Board members present approved the motion.

FINANCIALS

The financial report received from Claudia Whitcomb of Dye and Whitcomb dated November 30, 2016 was reviewed. Nancy made note that the FPPA payment was made, as shown in the report. After discussion, Nancy Kay made a motion to accept the November 30, 2016 financial statement and Robin Whittington seconded the motion. All Board members present approved the motion.

CHIEF'S REPORT- Chief Wagner advised:

- The FD had 9 runs in October, 8 medical and 1 assist. This brings us to 118 runs for the year 2016. All were reminded of the holiday party at Fox Acres on December 17th.

OLD BUSINESS

- RFLFPD Supporters/Activities
 - Authorization re: VFD Priorities - Robin gave a report on the fundraising activities of the Firehouse Supporters, over \$18,000 raised thus far. The Supporters need to show that they spent funds in calendar 2016 and are seeking direction from the Board on needed items on which to spend. Fred reported on a discussion he had with the attorney on whether it was appropriate for the Board to direct funds from the Supporters, was told that it was fine for the Board to do so. After some discussion, it was agreed that Chief Wagner would provide the Supporters with a list to include the camera, GPS equipment and other VFD needs along with the costs of these items for reimbursement from the Supporters.
 - "Greening of Red Feather - The Greening was a success, providing much visibility for the VFD, with additional contributions and sales from calendars

- "Application for 501(c)3 status - Fred reported that he has been coordinating with Judy Putnam on the Supporters needs to complete their application to fully achieve 501(c)3 status. Having official nonprofit status will expand opportunities for community support. Nancy said that some donations continue to come directly to the Fire Department, she is advising them through thank you notes that they may want to contribute through the Supporters in the future.
- Grant Opportunities - Andrew reported that we have as yet had no response on the application for the Fire Assistant grant. The grants committee is continuing to work with Pam Marcus-Bause on other grant opportunities, with another meeting set for January. Nancy suggested we also look at participation from the Supporters in providing matching funds. The Crystal Lakes VFD which has had some success in obtaining grants may also be a resource.
- Records Retention and Filing Requirements - This is ongoing, Terry is working on organizing the files, and other board members have been assisting as well.
- Web Site updates - progress? - Nancy said that she would be in contact with MaryAnn Dellafara to confirm her availability to work on the District's Web site. The website is out-of-date and if MaryAnn is unable to assist us in a timely fashion, the Board may look to other resources. Nancy will report back to the Board in January.

NEW BUSINESS:

- 2017 Budget Process - Notice and resolutions - Nancy had provided the needed public notice regarding the action proposed on the RFLFPD 2017 budget which had been reviewed and discussed by the Board at previous meetings. Relative to the 2017 budget, Fred presented three resolutions for board consideration.
 - RESOLUTION 2016-4 (A Resolution Levying General Property Taxes). A motion to approve Resolution 2016-4 as written was made by Andrew Short, seconded by Nancy Kay. All Board Directors present approved the motion.
 - RESOLUTION 2016-5 (A Resolution Appropriating Sums of Money). A motion to approve Resolution 2016-5 as written was made by Nancy Kay, seconded by Andrew Short. All Board Directors present approved the motion.
 - RESOLUTION 2016-6 (A Resolution to Adopt the RFLFPD Budget for 2017). A motion to approve Resolution 2016-6 as written was made by Robin Whittington, seconded by Nancy Kay. All Board Directors present approved the motion.

All approved resolutions along with the final budget; budget transmittal and budget certification were signed by the Board President and will be recorded by the Board Secretary.

- Credit Cards - Nancy noted that there are two credit cards in use for Sam's Club according to the billing statements received. Gerry said that he will cancel out any extra accounts so we only billed for one.

Meeting adjourned at 7:20 PM
Fred Sandal recording, in Terry's absence.