

Board Directors' Meeting Minutes
Red Feather Lakes Fire Protection District
January 10, 2017

Board members present: Fred Sandal, Nancy Kay, Terry Ferebee and Andrew Short. Robin Whittington was an excused absence.

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 December 13, 2016 were reviewed and a few typing errors were identified. Terry Ferebee 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 December 31, 2016. After discussion, Nancy Kay made a motion to accept the financial statement and Andrew Short seconded the motion. All Board members present approved the motion. Nancy will schedule an appointment with Claudia in order to receive guidance on how to manage donations from the Supporters within the RFLFPD budget. Terry will contact DOLA in order to receive guidance pertaining to amended budget requirements.

CHIEF'S REPORT- Chief Wagner advised:

- Allen Health has been selected as Red Feather Lakes Volunteer Firefighter of the Year. The Board thanked Allen for his dedication and professionalism.
- The department had 14 runs in December – 11 Medical and 3 fire or assists. This brought the department to a total of 133 for 2016, compared to 110 for 2015. 40 of these were for Crystal Medical calls.
- The Christmas dinner was successful and it appeared that everyone enjoyed themselves. The Chief would like to go ahead and book for the 2017 Christmas function at Fox Acres. If the function could be moved up a week, maybe more people would be able to attend. The Board agreed to hold the 2017 Christmas party on December 9th.
- The department has received the GPS units and backup camera purchased for the department by the Firehouse Supporters. The training last Tuesday night was on the operation of the handheld units.
- ACE Hardware is donating 2 batteries for the department's gurney's retractable wheels.

OLD BUSINESS

- RFLFPD Supporters/Activities
 - 2016 Contribution toward VFD: Edie could not be present at the meeting and she asked Andrew to present her report to the Board. Andrew advised that 185 people donated \$14,215 to the Supporters. July has begun work on completing the 501.3(c) paperwork.
- Grant Opportunities update: Fred advised that the grant for the bunker gear is still open; based on weather conditions, Fred is scheduled to meet with Pam tomorrow on grant issues; Diane Nelson needs the specifications of the AED – the AED grant is a joint application with the four mountain fire districts.
- Web Site updates: Nancy advised that Maryann is willing to maintain the web site. New photos need to be taken since the photos currently on the web site are dated.
- Insurance Status: Fred advised that he has received a “Certificate of Liability Insurance” from F and W insurance that covers the Board Directors. The Board discussed the option of getting bids from other carriers and it was decided to stay with F and W Insurance for the next coverage cycle.
- Office Files – Terry will continue to work on these files as time and endurance dictates.
- Credit Card: Chief Wagner is working on the SAMS credit card issue.

NEW BUSINESS:

- Resolutions and Filing Requirements (SDA, DOLG)
 - Certified Budget (adopted budget, resolutions) – Terry advised documents submitted via email to RFLFPD’s attorney whom in turn will submit to DOLA. Resolution pertaining to Mill Levy and Mill Levy form personally delivered to Debra Unger at the Board of County Commissioners Office.
 - File Map of District Boundaries – Terry will submit to Board’s attorney whom will file with DOLA.

- Designate Official Posting of Meetings – Terry will deliver to the Larimer County Clerk and Recorder’s office for posting and email these documents to the Board’s Attorney.
- Resolutions presented for Consideration
 - **RFLFPD RESOLUTION 2017-1: A resolution of the Red Feather Lakes Fire Protection District establishing a time and place for regular meetings and designating places for the posting of notices of regular and special meetings.** After a reading of this resolution, Director Andrew Short made a motion to adopt this resolution and Director Nancy Kay seconded the motion. Directors Fred Sandal, Nancy Kay, Andrew Short and Terrance Ferebee approved the motion.
 - **RFLFPD RESOLUTION 2017-2: A resolution of the Red Feather Lakes Fire Protection District concerning the payment of directors’ fees for the directors of Red Feather Lakes Fire Protection District.** After a reading of this resolution, Director Nancy Kay made a motion to adopt this resolution and Director Andrew Short seconded the motion. Directors Fred Sandal, Nancy Kay, Andrew Short and Terrance Ferebee approved the motion. It should be noted that the RFLFPD directors individually agreed not to accept any director’s fees during Calendar Year 2017.
- FPPA Annual Census: Nancy will follow-up on this census.
- Priorities and Goals for 2017: Fred asked the board directors to assist him in establishing priorities and goals for 2017.

Meeting adjourned at 7:10 PM
 Terry Ferebee, Secretary