

## Riceville Volunteer Fire Department

October 8<sup>th</sup> 2018

Minutes

**BOD Members present:** Judy Dillingham, Dan Friday, Andrew Clark, Mark Dillingham, Dean Reed, Lisa McCallister, Mark Curran, and Chief John Coffey.

Dereck Lindsey, and Danny Arnold's absences are excused

Judy calls meeting to order at 8:25pm.

Judy asks if anyone has a question about the minutes read to the community at the Annual meeting. If not we will forgo reading them again.

Mark D. concurs.

Minutes accepted by acclamation.

John Coffey States that Terry Duckworth raised Seven thousand dollars for his grandsons medical bills.

Judy D, Now we will talk about the proposed changes to the policy.

Dean R. asks if everyone has read them. The BOD members respond in the affirmative.

Dean R. makes a motion to accept the new handbook in order to give John and the employees a framework to work with.

Dan F. Seconds and asks if there are any changes that need to be made to the handbook.

Andrew C. Personally I don't think we need to vote on it. If there are issues in the future we can handle them then. He is the CEO so he can handle this stuff I don't know why we had to wait for a vote on this.

Judy D. Keith Bost wanted us to have some oversight and give some guidance on this matter.

Dean R. I think Chief Coffey just wanted us to review this. Am I right in my understanding.

Coffey. If you have any questions feel free to ask.

Judy D. Mark did you have any questions or anything.

Mark C. I already spoke with Chief Coffey before the meeting. I would like a few words changed and he can do that in his own time.

Mark D. I am fine with that however I would like Chief Coffey to bring those changes to the BOD so that we all may be involved in deciding changes to the policy.

Mark C. I agree.

Dean R. I think this is a great step forward in the leadership of the Department and for the employees to know that we are on track to make this a better department.

Judy D. All in favor say I .....any opposed

Judy D. motion passes.

Judy D. New Business is the annual audit upcoming and it is due the last day of November. We should think about moving the November meeting to the 12<sup>th</sup> of November. This would give the Chief time to work with JPS and get the audit completed in time. I would also allow people to attend the meeting if they have travel plans for the holiday later in the month.

Mark D. We probably need to move the November meeting up in order to give the Chief time to confer with Vehan the Emergency Management director and then get it submitted in time.

Judy D. In light of that should we just move the meeting to November 12<sup>th</sup>

Dan F. November 12<sup>th</sup> is Veterans Day is that ok with everyone.

Lisa M. Just to be clear we are not talking about the fire departments financial audit here. We are talking about the operational audit. Is that right

Mark D. That's right ma'am.

John Coffey I talked with JPS and for now on they are going to try to give us a one month buffer to rectify anything we need to do.

Dan F. are we going to vote on moving the meeting or are we just going to agree.

Judy D. I think we all just agreed.

Mark D. Katie won't have financials ready by the 12<sup>th</sup> but she can send them to us later that week. Financials for October she let me know that earlier today.

November meeting moved to November 12 by acclimation.

Judy D. Is there anymore new business. Were we going to talk about committees?

Dan F. Danny Arnold isn't here but we should talk about his committee.

Mark D. Me and Judy have talked and we are going to ask Katie to be here. She is the one who pays our bills and she is going to come to these meetings starting in November and be here every month unless the board has an objection with that. She can answer any questions that we may have about what John is spending.

Dan F. I think that works I don't mean to throw him under the bus but I think we should form a committee so he can do the number crunching he wants to do.

Mark D. He just needs a budget and John has that, he just needs to email it back out to the board.

He may have just not gotten it.

Dan F. Danny's big question I think is he wants us some how to put the revenue from the ambulance into that budget. If it is a perspective of revenue we know we can't count on but we are expecting to collect. I'm not a numbers person but I think it should be accounted for.

Mark D. It could say EMS revenue is projected to be ??300K

Dan F. and if it does what we expect we could use it to pay down our debt. I think we say new business we make Danny A. to make up a committee with Dover and then he could look into it

Judy D. I think we also need a fund raising committee to raise money for your special projects.

Dean R. should we get the auxiliary involved with that.

Judy D. We need people in the community to be on that committee as well. I have a lot of fundraising experience but we need community help as well. To provide input and help with that as well. Also do you (John Coffey) need a committee to help plan events for the fire house? If you want something like that.

Andrew C. One thing I think you (John) was waiting for clarification on. I think we are waiting on Perry is can we solicit funds from outside of our fire district. I think based on our mission the answer is yes however we are waiting on Perry. If we are asking from anyone outside of Riceville it can be iffy. We have to know we need to get our soliciting license. By going forward and doing it we can't just go and raffle in this state the law is we can raffle twice a year. I think it is time that we fundraise for our mission but we must be aware that there are laws in place that put restrictions on certain types of fundraising. I hope it's a question Perry can answer.

How can it not be soliciting from outside the district? If we have an event some people that come will be from outside the district. For Terry's thing people came from all over.

Dan F. Say we talk to a restaurant that's outside of our district and they give us food that's soliciting outside of the district.

Andrew C. It gets into other peoples territory, I don't think it's as restrictive as other groups I work with. Where we can solicit here online I think we can put a donate button on the website. Whereas with some other organizations that can be considered solicitation out of state. I think we are growing now we can go ask for a dollar but it's more important that the state gets its \$50 for anything over a thousand.

Judy D. I think we need to run that by Perry.

Mark D. The fund raising we do now goes out to our zip code and that catches people not in our district.

It has never been a problem in the past but Perry should look into it.

Andrew C. The effect could be if we get a large donation from a corporation across the county or another county or another state. We need to make sure that anything we are collecting is done properly. Coffey I did send that stuff a while back we can address that but first we must know if it can be outside of Riceville.

Mark D. If I die and decide to leave \$100K to Bernardsville fire department I can.

Dan F. but they didn't ask you so it's not soliciting.

Mark D. It needs to be run by Perry.

Dan F. do we need to vote on that

Andrew C. I was just trying to make the board aware I support the committee there are applications and we need to make sure we do it right.

Judy D. now is time for public comment.

Dan F. everyone has heard the rules for public comment. Do we need to read them again?

Judy D. if there is no public comment can we make a motion to adjourn.

Dan F. makes a motion to adjourn

Dean R. Seconds

Voice vote unanimous.

BOD adjourns 8:40