

**FRIENDS OF TOWNSEND FIRE
MEMBERSHIP MONTHLY MEETING MINUTES
SATURDAY, AUGUST 19, 2023
9:30 a.m.**

Location: Townsend Fire Department Meeting Room

Attendees: Duane Bann Dawn Herlache Wanda Laste Bruce Van Oss Linda Ziegler
Dacon Franzen Terri Heyrman Nancy Smith Pam Van Oss
Deb Franzen Dee Johnson Anita Szyszkiewicz John Zeller

Meeting called to order at 9:32 a.m. by Chairman Wanda Laste.

Updates by Wanda Laste

- **Organizational Structure**
 - Officially 501c3
 - Instituting a new membership form, available at the September 16, 2023 Meeting.
 - Donations such as RAS/RD are tax deductible.
 - Media Kick-off date is November 1, 2023.
 - News Paper Article
 - Brochure
 - Facebook
 - Website
 - FOTF Logo design ideas requested. **Action Item:** Wanda Laste to send an email to membership requesting same.
 - **Action Item:** Linda Ziegler to contact Oconto County regarding process for printing free brochure.
- **Recycling Truck**
 - Truck provided by Ann Hagmayer that is used for recycling cans will go in for new tires on August 23, 2023.
 - Ann Hagmayer is interested in donating a truck to FOTF; to be used for recycling.
 - Appraisal required for 501c3 -Kelly Bluebook qualifies.
 - **Action Item:** Wanda Laste to review insurance and registration costs.
 - Volunteers needed for loading recycled cans into truck at 9:00 a.m. on August 29, 2023.
 - Townsend Chairperson asked if FOTF is interested in having a recycling bin at the dump. Subject tabled – to be discussed at the membership September 16, 2023 meeting.
 - **Action Item:** Anita Szyszkiewicz to send a reminder email regarding August 29, 2023 can pick to membership.

Fire Department News

- **New Fire Truck**
 - Pierce fire truck blueprint circulated to membership for viewing.
 - Anticipated delivery of new fire truck is March of 2024 (date is subject to change).
 - Equipment not included in cost of new fire truck include:
 - Nozzels
 - Hose Crossways
 - AED
 - Estimated cost for excluded equipment is approximately \$5k to \$6k.
 - Investigating available foundation grants to assist with equipment expenses.

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Financials

- Non-profit organizations do not pay taxes.
- **Action Item:** Deb Franzen to meet with Co-Vantage and Laona State Bank to discuss checking, savings, money market, CD, debit card, as well as credit card opportunities.
- Current saving account balance \$110k; checking account balance \$6K.
- Received a \$500 donation for volunteers working Wienerfest.

Fall/Future Raffles:

- **Fall Raffle**
 - Fall raffle will not be done in 2023 due to time restraints.
- **Future Raffle Ideas**
 - 100 square raffle board be placed in local establishments.
 - Potential Christmas raffle.
 - Additional raffle prize ideas for future 2024 raffles to be sent to Deb Franzen.

Open House-Educational Event

- **Date/Time**
 - Saturday, September 30, 2023
 - Noon to 3:00 p.m.
- **Highlights**
 - Smoke house
 - Photo opportunity fireman cutout
 - **Action Item:** Terri Heyrman to ask Joe Heyrman to attach cardboard figure to wood board.
 - Kids fireman hats
 - Fireman gear available to try on
 - YouTube Video
 - In conjunction with Chili cook off, Piñata hanging from fire truck.
 - Cookies and Beverages
 - **Action Item:** Deb Franzen to looki into having fire truck cookies made.
 - Sparky
 - **Action Item:** Anita Szyszkiewicz to repair Sparky costume.
 - Membership recommended having fire themed tattoos.

Other Business:

- Assets
 - Membership recommended Board approve a new laptop for use by the Friends of Town Fire Board treasurer.

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Meeting Focus – September 11, 2023:

- Logo
- Website
- Brochure
- Membership Form

Future Meeting Dates:

All meetings to be held on the third Saturday of the month at the Townsend Fire Department meeting room at 9:30 a.m.

September 16, 2023
October 21, 2023
November 18, 2023
December 16, 2023
January 20, 2024
February 17, 2024

Dawn Herlache made a motion to adjourn the meeting, Terri Heyrman seconded the motion. The meeting was adjourned at 10:42 a.m.

The meeting minutes are the interpretation of the writer.

Respectfully Submitted – Anita Szyszkiewicz, Secretary