



**FRIENDS OF TOWNSEND FIRE
MEMBERSHIP MEETING MINUTES
SATURDAY, FEBRUARY 15, 2025
9:30 a.m.**

Location: Townsend Fire Department Meeting Room

Attendees: Duane Bann Dee Johnson Ray Scheifen Mike VandeWalle
Roberta Glisczinski Wanda Laste Anita Szyszkiewicz
Terri Heyrman Kevin Osadjan Heidi VandeWalle

Chairperson Wanda Laste called the meeting of the Friends of Townsend Fire Membership to order at 9:32 a.m.

Terry Heyrman made a motion to approve the January 18, 2025 Friends of Townsend Fire Meeting Minutes, seconded by Heidi VandeWalle, motion carried.

Updates—Wanda Laste

- To date the Spring Raffle ticket sales are \$12k +/-.
- Thanks to those that helped label, stuff, stamp, and seal envelopes.

Media Report—Anita Szyszkiewicz

- Website
 - 1,541 site visitors to date
 - 152 site visitors in the last 30 days
 - 2,097 site visitors to date
 - 144 site visitors in the last 30 days
 - Performance score is eighty-one
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 - Facebook
 - Views 1,208
 - Reach 170
 - Content Interaction 15
 - Follows 11
- Demographics : 196 followers
27.40% Men
72.60% Women

Firefighter/TV Recognition Plaques—Anita Szyszkiewicz

- Firefighter plaque is in progress.
- TV Donation plaque is in progress

Online Store—Kevin Osadjan

- Store is open
- Discission regarding the purchasing and selling of FOTF swag at the July 4th event took place; it was agreed to forgo the sale of swag at this time.



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Financial—Wanda Laste

- To date the Spring Raffle ticket sales are at \$12k +/-.
- Three weeks until the March 8th Spring Raffle drawing.
- If Deb Franzen needs help opening raffle ticket return envelopes, she will reach out to membership.
- FOTF donations are coming in and we received a \$500 donation.
- FOTF audit of books:
 - Quotes high \$10k, \$3k -5k, Town of Townsend uses a Crivitz firm at an approximate cost between \$200-\$500; Northern Financials quote was between \$200-500.
 - Northern Financial currently does FOTF's taxes. A recommendation to use another vendor, due to a potential conflict of interests.
 - Ray Scheifen asked what level of services are include in the cost of the audit.
 - Wanda Laste will find out what the price includes.

Grant Writing—Ray Scheifen

- The WPS Grant for gas monitors has been denied.
- WPS Grant application will kept on file for the General Grant Unlimited and may be considered for the 2K grant, but there are no guarantees.
- Next Meeting February 24, 2025.

Next Meeting Topics

- Rehash denied request.
- Grant writing help for foundation grants.
- Letters only grant request discussions.
- American Family/Church Mutual grants.
- Recommended that membership compile past/present list of the organizations they belong to.
- All members are welcome to subcommittee meeting.

BOD Activities--Wanda Laste

- Annual Meeting coming up.
- BOD will finalize date and send members an email notification and post the information on the website and Facebook.
- There are three open BOD positions that will voted on at the Annual FOTF Meeting.
- If interested in running, please send an email to the FOTF email.
- Terri Heryman volunteered to chair the election subcommittee, as the current secretary is running for a position on the BOD.
- The BOD determines the role that each elected Board has on BOD.
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- Please send topics to the FOTF email that you would like to discuss at the Annual Meeting.

Can Recycling – Kevin Osadjan/Wanda Laste

- The FOTF BOD is currently reviewing options for the transportation of recycling cans.
- A cost analysis of taking ownership of the truck currently used vs. purchasing a trailer is underway.



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Townsend Events—Wanda Laste

- Membership decided to sell Spring Raffle tickets rather than doing a 50/50 raffle at the Sandbar Radar Runs on Saturday, March 1, 2025
- Have prize ideas for the July 4th event, please send them to the FOTF email.
- Volunteers needed for the July 4th event subcommittee.

Dee Johnson made a motion to adjourn the February 15, 2025 FOTF Membership Meeting, seconded by Roberta Glisczinski, motion carried. Meeting adjourned at 10:13 a.m.

All meetings will be at the fire station meeting room. Meeting start time is 9:30 a.m. Following is a list of upcoming membership meeting dates and vents.

Membership Meetings: Saturday, March 15, 2025
Saturday, April 26, 2025 Annual Meeting (held in the Townsend Town Hall)*
May 17, 2025
June 21, 2025

*Please note the Annual Meeting replaces the April 19, 2025 meeting.

Grant Committee Meeting: Monday, February 24, 2025

Board Meetings: Monday, March 17, 2025
Monday, April 21, 2025
Monday, May 19, 2025
Monday, June 19, 2025

Townsend Events: Saturday, March 8, 2025 Daylights Savings Cash Raffle/Give Away
5:00 p.m.to 6:30 p.m. (Drawing at 6:00 p.m.)
Saturday, March 1, 2025 Sandbar Radar Runs
9:00 a.m. (Run starts)

The meeting minutes are the interpretation of the writer.

Respectfully Submitted – Anita Szyszkiewicz, Secretary