



**DRAFT MEETING MINUTES OF A SPECIAL  
MEETING OF THE FOREST LAKES FIRE  
DISTRICT BOARD OF DIRECTORS  
DECEMBER 1, 2022**



The Board of the Forest Lakes Fire District met in special session on Thursday December 1, 2022. All participants attended telephonically. Members of the public were invited to attend. The only agenda item was administrative in nature, as required by FLFD Bylaws, to elect new board officers and appoint committee chairs following a change in board composition.

*AS PER USUAL PRACTICE, IMMEDIATE PAST BOARD CLERK JOHN HENNESSEY ACTED AS CHAIRMAN FOR THE SPECIAL MEETING UNTIL THE NEW CHAIR WAS ELECTED, PER AGENDA ITEM 5a), AT WHICH TIME THE NEWLY ELECTED CHAIR ASSUMED DUTIES OF BOARD CHAIR.*

- 1 Call To Order. The meeting was called to order by acting Chairman John Hennessey at 10:07 am on December 1, 2022. All participants attended by conference call.
- 2 Pledge Of Allegiance. (Dispensed with due to the virtual meeting format.)
- 3 Roll Call Of Fire Board Members. Present on the conference call were board members John Hennessey, Israel Torres, Pete Batschelet, Dennis Massion and Julie Swanson. There were no other participants. We had a quorum.
- 4 Acting Chair's Welcome and Election Background Information.

This meeting is intended to be brief. Its sole purpose is to elect board officers and appoint committee chairs so as to maintain continuity of district operations with the change in board composition.

By way of background, board members Pete Batschelet, Dennis Massion and Julie Swanson were deemed elected by the Coconino County Board of Supervisors at their September 13, 2022 board meeting. Oaths of office were administered by past board Chair Tom Cummiskey at the November 19, 2022 board meeting. Their terms of office begin December 1, 2022 and end November 30, 2026. John Hennessey and Israel Torres, whose terms of office end November 30, 2024, complete the five-member board.

- 5 Business
  - a) Motion and possible action re: Election of Board Chair, Clerk and Treasurer. Designation of new officers is required whenever there is a change in board composition. For the record, the elections were held in accordance with Robert's Rules of Order.

The following board positions were elected, in order, by unanimous consent.

- Board Chair, John Hennessey
- Board Clerk, Julie Swanson
- Board Treasurer, Pete Batschelet

- b) Motion and possible action re: Appointment of committee chairs for the standing Finance and Budget and Strategic Planning Committees; and the special subcommittees for Governmental Advocacy; Policies, Procedures and Bylaws; and Master Plan. Appointment of new committee chairs is required whenever there is a change in Board composition.

The following chair positions were appointed by unanimous consent.

- Finance and Budget Committee, Board Treasurer Pete Batschelet
- Strategic Planning (STRAP) Committee, Board Chair John Hennessey
- Policies, Procedures and Bylaws Committee, Board Member Dennis Massion
- Governmental Advocacy Committee, Board Member Israel Torres



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- Master Plan Committee, Board Chair John Hennessey
- 6 Fire Board Comments.
    - a) Chairman Hennessey welcomed new member Julie Swanson. She is eminently qualified and will fit right into a leadership role.
    - b) Member Swanson thanked the other board members for placing their trust in her.
    - c) Member Torres thanked the new board officers for their willingness to assume these important positions. It will take all five board members working together to continue to move us forward, to serve the community and to accomplish our goals.
  - 7 Adjournment. There being no further business before the board, the meeting was adjourned at 10:19 am.

DRAFT