



DIVIDE FIRE PROTECTION DISTRICT

Board of Directors Meeting

Shoemaker Fire Station, 103 Cedar Mountain Road (Mail: PO Box 941), Divide Colorado, 80814

June 11th, 2019, 6:00 p.m.

MINUTES OF THE REGULAR MEETING

1. Call to Order

Vice President Shoemaker called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:02 p.m.

Attendance

Board members present:

Candy Shoemaker – Vice President
Allison Mosser – Treasurer
Barry Pleshek – Secretary
Josh Weatherill – Director

Board members absent:

Tiffany Christensen – President

Motion by Director Mosser to excuse Director Christensen's absence. Second by Director Weatherill. The motion passed unanimously.

2. Review and Approve Agenda

Motion by Member Mosser to approve the agenda. Second by Director Weatherill. The motion passed unanimously.

3. Review, Approve, and Sign Minutes of Prior Meeting

Motion by Director Pleshek to approve the minutes of the previous board meeting. Second by Director Mosser. The motion passed unanimously.

4. Public Comment – none.

5. Financial Matters

- A. Financial Reports** – see attached.
- B. Purchase Orders** – none.

Chief Buckley requested that the monthly financials be emailed out along with the minutes. Diana Perkins will do so. She also reported that with the board's approval, Kris Babiarz was going to be learning a few tasks to assist Diana when she is not able to be at the office every week. The board agreed that having a backup for tasks was a good plan.

Motion by Director Mosser to approve the financials. Second by Director Pleshek. The motion passed unanimously.

6. Chief's Report – Attached.

7. Administrator Report – attached. Administrator Tim O'Connell reported progress on the obtaining email addresses for the district. The board requested that Captain positions and above, as well as board members, have generic email addresses that can be passed on when a person leaves the position.

8. Old Business

A. Financial Policies – Director Mosser reported that there have been several questions recently regarding charitable donations to the department. Since the district as a government entity does not qualify for 501-3C status, she will investigate the option of having a government affirmation letter that confirms the tax deductible status of donations.

B. Station Security - No issues. A written policy is in progress.

C. Brush Truck – Director Mosser reported initial contact with Vectra regarding financing \$110,000. Current interest rate is 2.95%.

D. Full Time Firefighter/ Chief Position – No progress to report.

E. Insurance on Drone – A policy proposal was finally received just prior to the meeting. Diana Perkins will approve the proposal. The drone will be insured as of June 12th, 2019.

F. Audit – A preliminary audit should be available to the board prior to the next meeting.

9. New Business

A. Lexis Nexis/Policies – Director Weatherill questioned if the district had ever considered using Lexis Nexis for district policies. Some concerns were expressed about how customizable the program was and whether it would be worthwhile for district-specific issues. Other directors responded that they didn't know that much about the cost and procedures associated with it. Director Weatherill will investigate further.

10. Executive Session – Not needed.

11. Adjournment

Motion by Director Pleshek to adjourn the meeting. Second by Director Weatherill. The motion passed unanimously. The meeting was adjourned at 7:08 p.m. The next regular meeting will take place on Tuesday, July 9th, 2019, at 6:00 p.m.

APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

Name and Title

____/____/____

Date

Name and Title

____/____/____

Date