

November 15, 2018  
Meeting Minutes

Brought to order @ 7:40 pm  
Salute to flag; moment of silence

Accept previous months' minutes moved to next meeting as they were posted late

Bills and Income: M. Masi

Motion to pay: M. Callahan; 2nd: T. Yohnnson—passed

December balances: Operations: \$35,175.30      Donations: \$20,839.17

Membership:

Pat McCorstin  
Chris Tyminski  
Derrick Grantham (Explorer)

Communications:

Audit report reviewed

1. Key Points of Audit
  - a. Accountant confirms that the financial statements are fairly represented
  - b. all material concentrations are appropriately disclosed
  - c. all material transactions have been recorded in the accounting records and are reflected in the financial statements
  - d. no indication of any fraud or suspected fraud
  - e. no indication of noncompliance or suspected noncompliance with laws and regulations
2. Annual accountant recommendations are that we:
  - a. record all receipt and expense transactions in a comprehensive general ledger.
    - i. We have already streamlined process and will look for ways to make the system better as we move forward.
  - b. reconcile bank statements monthly
    - i. We do this, and both donation and operations accounts prove to the penny as of 11/8/18.
  - c. ensure that all expenditures accompanied by vendor's invoice.
    - i. We already do this as well. All of the "missing" invoices from January (all of which were connected to the Appreciation Dinner) have been accounted for.

Chief received e-mail from Public Safety Director requesting that audit be given to LaShawn Barber ASAP; a copy has been sent

Chief Smith:

Percentages: suggestions for changes in the bylaws requested; changes made in March

Deputy Chief Freeman:

Concerns about time wasted repeating information to central and PCOM  
County is looking to start a new class to hire dispatchers  
Chiefs Dinner tickets are here  
Officer seminar is this Saturday  
Take some extra time to hose down the trucks (salt on roads)

Deputy Chief Cunard:

Suggestions for bylaws that need to be reviewed or rewritten need to be given to the president of the bylaw committee; everyone is encouraged to read the bylaws  
Tech rescue drills with task force went well; members are encouraged to sign up for future drills  
Basement fire seminar attended; discussed dangers of such fires and fighting from above; would like to discuss information on training night

Capt. M. Kustrup:

Pack checks will be done this weekend

Capt. M. Litchy:

Demo for Genesis; looking for feedback  
Advance Vehicle Extrication Class attended  
EMS checks done

Capt. R. Mitchell

Truck checks done  
Equipment checks will be finished  
A. Cunard and R. Mitchell working on roof props for training  
C. Kramer cleared to drive 4311

Engineers—R. Saldan

All trucks have been serviced

Trustee—A. Lichy:

JIF Extinguishers and JIF Building Inspections done

Trustee—R. Mitchell:

Check sign-up sheets for Murphy's Food Drive, Senior Dinner, Breakfast with Santa

Safety:

Look out for one another, especially during the holiday season; emotional and physical well-being is important

Old Business:

Radio Count is in; asked for 39 portables for trucks

Getting a new base station

New Business:

Sign up for Murphy's food drive this weekend

12/7 Tabernacle Tree Lighting

12/15 Breakfast with Santa

4317 needs to be updated for use by fire police—additional flares and flashlights

Motion to adjourn: R. Saldan; 2nd: R. Mitchell—passed

Adjourned 8:18 pm