

**REGULAR MEETING  
BOARD OF DIRECTORS  
FRIENDS OF ARVADA FIRE PROTECTION DISTRICT 501(c)(3)  
7903 Allison Way, Arvada, Colorado  
APRIL 14, 2016**

President Harrington called the April 14, 2016 Friends of Arvada Fire Protection District (FAFPD) Board meeting to order at 8:02 a.m.

**ATTENDANCE**

**Board members present:**

Deanna Harrington, President  
Katie Fisk, Vice President  
Lacey Jackson, Treasurer  
Tracy Vitale, Secretary  
Sue Steward, Director  
Chris Werhane, Director

**Board members absent:**

None.

**Also present:**

Bob Loveridge, Ex Officio  
Robert Widom, Ex Officio

**ADDITIONS OR DELETIONS TO AGENDA**

**Fundraising Opportunity with SportClips**

Tommy Skul of SportClips stepped in to present information on a fundraising opportunity. Their business strives to give back to the community, and they are opening a new location in east Arvada. If we choose to participate, anytime someone mentions FAFPD when they visit the east Arvada location for a haircut, SportClips will donate to FAFPD: \$1.00 for every Varsity cut and \$2.00 for every MVP cut. This is an on-going, year-round partnership. No coupons are required; the customer simply mentions FAFPD. This is an easy partnership for us that we will move forward with it. Details and flyers will be distributed in the near future.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Director Steward made a motion to approve the minutes from the January 12, 2016 special meeting as presented. Treasurer Jackson seconded. The motion passed unanimously. Director Steward made a motion to approve the minutes from the February 11, 2016 regular meeting as presented. Director Werhane seconded. The motion passed unanimously.

## **TREASURER'S REPORT**

### **Statements**

Checking Account Balance: \$6,012.30

Savings Account Balance: \$7,307.15

Petty Cash: \$200.00

### **Bank Account Updates**

It was reported that the signers on the bank account need to be updated to include the newly elected board members. In order to do this, all new board members elected to a position will need to go the bank and put their signature on the record.

Also, Treasurer Jackson is currently the only board member with a debit card. There needs to be a back-up cardholder with access to a debit card. Director Steward volunteered to be the backup cardholder.

Treasurer Jackson made a motion to make these changes to the bank account. Director Werhane seconded. The motion passed unanimously.

## **REQUESTS FOR FUNDING**

Old: None.

New: None.

## **FUNDRAISING UPDATES**

### **School House Update**

The last fundraising event held at School House brought in almost \$250.00 in donations and just over \$300.00 from the 10% of sales donation.

### **Code Zero Golf Tournament**

The Union's annual golf tournament will be held on Thursday, June 9<sup>th</sup> at 7:30 a.m. at Fossil Trace Golf Course. FAFPD runs a putting contest there. Secretary Vitale has volunteered to man the booth all day. Treasurer Jackson made a motion to spend \$75.00 on the prize package for the putting contest winner. Secretary Vitale seconded. The motion passed unanimously.

### **Summer Car Show Update**

The next Car Show Committee meeting will be held on Monday, April 18<sup>th</sup> at 9:00 a.m. at Arvada Fire Headquarters. Bob Loveridge reported that things are moving forward steadily, including gathering sponsors and designing flyers and t-shirts.

### **Beer-Tapping and Pint Glasses**

Treasurer Jackson reported that Odyssey Beer Works would like to do a beer-tapping event with us. We have received some quotes on pint glasses that we may be able to sell at such an

event. There is no timeline on this. FAFPD would like to make this a collaborative effort with the Union and will pursue discussion on this with them. More information will be brought back for the June meeting.

### **Types of Fundraising Activity and Conduct**

Reminder was made that we represent the FAFPD organization when we attend/work events. We should always watch our conduct. Also be sure to wear your FAFPD t-shirts and not Arvada Fire uniform tees, especially for events involving alcohol.

## **OLD BUSINESS**

### **FAFPD T-Shirts**

Each board member has been given one FAFPD t-shirt. These should be worn at fundraising events and the like. If you are in need of a replacement or additional t-shirt, you will need to pay for those.

### **Fuzzy's Fundraiser Update**

Discussion was held on the final details of the Fuzzy's fundraiser scheduled for Tuesday, April 26<sup>th</sup>. Anyone volunteering to assist should be there at 5:00 p.m. for a brief orientation/training.

### **Distribution and Updating of Bylaws**

Director Steward went over some of the updates that were submitted by the group since discussion was held at the February meeting. She will email out a summary for everyone to review. Certain changes will need to be reviewed by Legal before they can be made. We will have a better idea of the direction we are going with this when we meet in June.

Per the bylaws, a private list needs to be maintained of board members that includes a contact address and phone number for each person. Board members should submit their address and phone number to Secretary Vitale via email before the next meeting.

### **Governance Best Practices Training**

The date for the "Governance Best Practices" training will be Tuesday, May 17<sup>th</sup> at 9:30 a.m. at Arvada Fire Headquarters.

## **NEW BUSINESS**

### **Credit Card Donations**

This item has been tabled until the next meeting.

### **FAFPD Website**

FAFPD has a Facebook page as well as a Wordpress website. The Wordpress website has not been upkept and is currently not up-to-date. Vice President Fisk has offered to log into the Wordpress website and explore the program to see how we can best utilize it and get it updated.

### **Arvada Chamber of Commerce Membership**

Information was handed out regarding membership with the Arvada Chamber of Commerce. It is \$190.00 per year to participate as a non-profit organization member. A decision on membership will be made at the June meeting.

**FAFPD Mission Statement**

This item has been tabled until the next meeting. In the meantime, board members are being asked to submit their ideas for a mission statement to Secretary Vitale via email.

**FAFPD Volunteers**

This item has been tabled until the next meeting.

**Agenda Items for Next Regular Meeting**

None.

**NEXT MEETING**

The next regular meeting of the FAFPD board of directors was scheduled for Thursday, June 9<sup>th</sup> at 8:00 a.m. at Arvada Fire Headquarters. This causes a scheduling conflict for the majority of the board members. Secretary Vitale will send out a “Doodle” invite to determine a new date for the next meeting.

**MOTION TO ADJOURN**

President Harrington moved to adjourn the FAFPD Board meeting. Vice President Fisk seconded. The motion passed unanimously.

The meeting was adjourned at 9:04 a.m.

---

Tracy Vitale, Secretary