

REGULAR MEETING Minutes
BOARD OF DIRECTORS
FRIENDS OF ARVADA FIRE PROTECTION DISTRICT 501(c)(3)
7903 Allison Way, Arvada, Colorado 80005
January 12, 2017

Meeting Called to Order:

Director Harrington called the meeting to order at 8:03 am.

ATTENDANCE

Board members present:

Katie Fisk, Director
Deanna Harrington, Director
Sue Steward, Director
Jennifer Enochs, Director
Mark Ferguson, Director

Board members absent:

Chris Werhane, Director

Also present:

Bob Loveridge, Ex Officio
Charlie Gilbert
Robert Goodrum

ADDITIONS TO AGENDA

No additions or deletions.

APPROVAL OF MINUTES

Director Steward recommending tabling the minutes from the December meeting until the regularly scheduled meeting in February so everyone has adequate time for review.

INTRODUCTIONS

Director Enochs forwarded the letters of interest from Charlie Gilbert and Robert (Robb) Goodrum to all directors. Everyone affirmed receipt and review of the letters. Director Harrington Deanna explained about the Friends of Arvada Fire Board and the current membership restrictions of the by-laws. One goal for 2017 is to expand the group size and part of that will require updating the by-laws. Welcome to both Charlie and Robb.

Charlie Gilbert is just getting started with the Jefferson County Incident Management Team (IMT) with the ARES radio group. He is a CERT instructor and ham radio operator. Charlie worked with Tracy Fire in CA.

Robert Goodrum is an AFPD Citizen Volunteer. He went through the AFPD Citizen Academy in 2016. Robert tried to get into the Fire Service for many years but had to focus on other things. No longer

looking to be a firefighter but still interested in being a part of the community and organization. He is a new resident to Arvada.

Director Harrington – Friends of Arvada Fire got started about 5 years ago. The intent is to support the community at large and all personnel to do their job better. Funding is not for individuals but for the organization and community. We are currently working on funding for a 9/11 memorial at Arvada Fire Station 2. The District obtained a piece of steel from one of the WTC buildings in NYC. One source of ongoing donations is through car seat and smoke alarm installations. These donations must go back into these programs. There are other general donations. The group is trying to build money to support future requests. Some of the most recent items funded in the past include the purchase of a helmet camera for the on-duty Safety Officer, hot sticks to provide a safety mechanism when power lines are down, and a Stryker power lift pram.

The group is still getting our feet on the ground. In 2016 we worked on a mission statement which we still need to finish along with some other identity pieces such as values and a new logo. Director Fisk stated that the organization needs to work on finishing that identity, fundraising, and communicating ourselves to the community.

Director Harrington presented a calendar of events for 2017 and notes on items to cover for the year. The calendar will be sent out to everyone via email. This includes some scheduled fundraisers and regularly scheduled meetings.

ELECTION OF OFFICERS

The positions of President, Vice President, Secretary, Treasurer and Assistant Secretary/Treasurer are all open for election.

Director Steward nominated Katie Fisk for the position of President. Director Enochs seconded. The nomination passed unanimously. Director Fisk will take the position of President.

Director Enochs nominated Sue Steward for the position of Vice President. Director Harrington seconded. The nomination passed unanimously. Director Steward will take the position of Vice President.

Director Harrington nominated Mark Ferguson for the position of Secretary. Director Fisk seconded. The nomination passed unanimously. Director Ferguson will take the position of Secretary.

Director Harrington stated that when Treasurer Jackson stepped down last month, Director Werhane stepped up as the interim Treasurer. Director Werhane expressed to Director Harrington that he is willing to accept a nomination for Treasurer. Director Harrington nominated Chris Werhane for the position of Treasurer. Director Fisk seconded. The nomination passed unanimously. Director Werhane will take the position of Treasurer.

Director Harrington nominated Jennifer Enochs for the position of Assistant Secretary/Treasurer. Director Steward seconded. The nomination passed unanimously. Director Enochs will take the position of Assistant Secretary/Treasurer.

2017 PLANNING – UPCOMING EVENTS/IMPORTANT DATES

Review 2017 calendar of events – this will be emailed to everyone.

Director Harrington reported that Director Werhane has already started a list of items that will need to be addressed for the Treasurer transition and he recommends a special meeting as soon as possible to discuss this list and action items. He can set up a phone call-in bridge for a meeting through his work. The special meeting will be Tuesday January 17th at 4pm. The phone bridge number is 515-739-1285, follow the prompts then enter 515-553, then 7736. Assistant Secretary/Treasurer will create a calendar invite with the time, date and phone numbers and invite everyone.

Some things to consider and work needed in 2017 include:

- Website updates
- By Law updates
- Accounting software
- Drop Box to share documents
- A new group email address – not associated with the District
- Purchase of a small table to set up at events with Friends of Arvada Fire identity and information

The next meeting is February 9, 2017. Time was changed to 4:00 – 5:30 pm. The regularly scheduled meetings in 2017 will be changed to this time slot. The February 9th meeting will be held at Arvada Fire Headquarters. Assistant Secretary/Treasurer Enochs will update the calendar. We can discuss other meeting locations at the February meeting.

The fundraising efforts for 2017 include Fuzzy's Tacos in April. Assistant Secretary/Treasurer Enochs and Vice President Steward will follow up with Lacey Jackson regarding any plans already made for this and the contact information.

Director Harrington asked if anyone has any ideas for a 1st quarter fundraiser. Vice President Steward suggested that everyone bring their ideas to the February meeting. It needs to be something that can be put together quickly. Possibilities include Chipotle, Texas Roadhouse, BW3, and Panera. Assistant Secretary/Treasurer Enochs asked if everyone can forward her their ideas.

Currently some ongoing fundraising includes King Soopers Gift Cards where 5% goes to Friends in increments of at least \$500, Sports Clips by Fire House subs at 80th & Wadsworth will donate \$1 - \$2 per haircut if the patron asks and Amazon Smile.

Director Harrington reported that she has heard some interest in doing a HuHot fundraiser again.

President Fisk reported that in 2016 the Firefighter Car Fest car show was a big event.

Ex Officio Director Loveridge reported that the car show committee has had its first meeting and the 2017 show is already scheduled for August 6th.

ADJOURNMENT

President Fisk made a motion the FAFPD Board meeting. Secretary Ferguson seconded and the motion passed unanimously.

The meeting was adjourned at 8:42 am.

Sue Steward, Interim Secretary