

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
FRIENDS OF ARVADA FIRE PROTECTION DISTRICT 501(c)(3)
7903 Allison Way, Arvada, Colorado 80005
April 13, 2017

Meeting Called to Order:

President Fisk called the meeting to order at 3:36 p.m.

ATTENDANCE

Board members present:

Katie Fisk, President
Sue Steward, Vice-President
Mark Ferguson, Secretary
Jennifer Enochs, Assistant Secretary-Treasurer
Deanna Harrington, Director
Charlie Gilbert, Prospective Director
Robert Goodrum, Prospective Director

Board members absent:

Chris Werhane, Treasurer
Bob Loveridge, Ex Officio
Rob Widom, Ex-Officio

ADDITIONS TO AGENDA

No additions or deletions.

APPROVAL OF MINUTES

Katie moved to approve the minutes of the February 9, 2017 as presented. Sue seconded. The motion passed unanimously.

TREASURER'S REPORT

Chris Werhane

Chris provided a written report for the first quarter of 2017, which was included in the agenda packet. Sue gave a synopsis of the 2016 Year End Company Report, and the 2017 first-quarter Profit and Loss, Balance Sheet, and Expenses by Vendor reports. Net income for the first quarter was \$4,129.51. The checking account balance is \$22,248.12, savings balance is \$16,229.95, and petty cash is \$181.20, for a total of \$38,659.27. \$9,800.49 of this amount is earmarked for the 9/11 Memorial.

Deanna moved to approve the financial reports as presented. Katie seconded. The motion passed unanimously.

REQUESTS FOR FUNDING

Katie Fisk

Funding Requests

A request was received from Lead Dispatcher Jill O'Brian in the Communication Center for matching funds of \$100 for a weight-loss challenge. This would benefit the District by having healthier employees, improving morale, and productivity. Benefits a very small group. Doesn't seem like it meets the mission of our group. May want to pursue a grant option. Sue will make some contacts on their behalf. Jennifer made a motion to deny the request as it doesn't fall under the scope of our mission. Sue seconded. The motion passed unanimously.

A second request was received from The Community Risk Reduction Division is requesting funding support to purchase a Hazard Kitchen Fire Prevention Simulator. The cost of the simulator is \$4,070 with an estimated shipping cost of \$250 dollars. They are requesting a sponsorship of the whole cost of the unit (\$4,320), but would be pleased to receive partial funding as well. 26 cooking fires in the district in 2016. Jennifer moved to approve the funding request for the full amount. Katie seconded. The motion passed unanimously, with Deanna abstaining.

Fundraising

The currently scheduled fundraisers with names of the coordinators are as follows:

Panera Bread – FAFPD already received a check for \$200 from this fundraiser.

Fuzzy's Taco – April 18 – There should be enough people to man this event. Sue suggested that any associated kids who could help would be a big draw as they were last year.

Golf Tournament - June 8 –Mark reported that he confirmed with Lt. Kulp that FAFPD would be able to do the putting contest again this year as it was done last year. Sue has complete information from Tracy Vitale regarding how this was done.

Chipotle? – Deanna recommended that FAFPD consider doing a fundraiser at Chipotle. She has attended one that gave 50% of the profit to the organization. Jennifer will contact the Chipotle at 64th & Ward regarding a possible event in late June.

Car Show – August 6 – Jennifer presented the costs for vendor flyers to the Board. Following discussion, Sue moved to approve up to \$100 for vendor flyers now. Katie seconded. The motion passed unanimously.

Old Dodge at Odyssey Brew House – September 16 – Mark reported that this date could be a problem as it is the same day as the IAFF Memorial in Colorado Springs.

Chili Cook-off – December (Silent Auction)

OLD BUSINESS

PayPal Update

Robb will make the PayPal link on the website accessible for Tuesday at Fuzzy's.

Website Hosting and Maintenance, Facebook, File Storage, and Accounting Software Update

Katie and Robb have access to update the website. Jennifer will send the Fuzzy's electronic poster to Robb for the website. The QR code points to the "car fest" page, but the poster can be placed there.

Jennifer has post rights on Facebook and will do a post on Monday for Fuzzy's. She will talk to Deanna about doing the same on Nextdoor.

501c3 documents are currently only available to District employees. FAFPD has OneDrive available for file storage through WordPress. Access will require that board members use their fafpd.org email addresses. Robb will work on a "how to" for members. Katie moved to transfer the 501c3 documents to OneDrive as soon as this location is accessible. Sue seconded. The motion passed unanimously.

Table and Table Cover Update

The table worked well at Panera. Deanna will print an updated poster to use at Fuzzy's. Jennifer will work with CRR to have hats and flyers for the table at Fuzzy's.

NEW BUSINESS

Disposition of Holiday Inn Express & Suites Certificates and Applebee's Giftcards – Jennifer will check with Holiday Inn to see if the gift certificates expire or if they can be held to the silent auction at the Chili Cookoff in December.

Logo Contest – Sue suggested that a sub-committee be convened to work on this. Note to Board

Proposed By-law Amendments – The proposed amendments were included in the packet and included an increase in the number of Board Members, specific changes to the composition of the Board, removing the possibility of holding Board meetings outside of Colorado, Inclusion of electronic means of holding and attending meetings, changes related to addition of an Assistant Secretary-Treasurer elected position, removal of the section regarding two-signature checks, and the addition of a requirement for a Board vote on disbursements of over \$250.00. These changes are included in the First Amendment to the By-laws attached to these minutes. Sue moved to approve this amendment subject to Treasurer review of finance sections. Mark seconded. The motion passed unanimously.

Sue Steward moved to welcome Prospective Directors Charlie Gilbert and Robert Goodrum as official directors of the FAFPD Board. Katie Seconded. The motion passed unanimously.

Volunteer Program – This item was tabled to the June meeting.

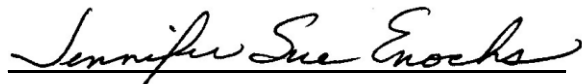
COMMITTEE REPORTS

No reports.

ADJOURNMENT

Jennifer made a motion to adjourn the FAFPD Board meeting. Katie seconded. The motion passed unanimously.

The meeting was adjourned at 5:07 p.m.



Jennifer Enochs, Secretary