

**REGULAR MEETING
BOARD OF DIRECTORS
FRIENDS OF ARVADA FIRE PROTECTION DISTRICT 501(c)(3)
7903 Allison Way, Arvada, Colorado 80005
December 17, 2019 3:30pm**

CALL TO ORDER

Sue called the meeting to order at 3:34pm

ATTENDANCE

Mark Ferguson, Sue Steward, Katie Fisk Cooper, Chris Werhane (phone), Robert Goodrum, Bob Loveridge, Andrea Romero, Jennifer Enochs, Tim McMahon (virtual)

ADDITIONS TO AGENDA

- None

APPROVAL OF MINUTES

Jennifer moved to approve minutes as is

- Robert seconded
- Motion carries, minutes approved

INTRODUCTIONS

Kristie Kidder – marketing volunteer

- Could not make the meeting today but requested a meeting with a few members of FAFPD, meeting to be scheduled
- Marketing sub-committee to form, members TBD

Andrea Romero – ex-officio member from the AFPD Board

- Andrea Romero is primary ex-officio and Bob Loveridge is back-up
- Sue to send copies of the by-laws and previous financials to Andrea

TREASURER'S REPORT

Chris Werhane – Balance Sheet and Profit & Loss Report

- Money from Lagniappe/chili cook off has been put in the account
- Account is current as of 12/16/19
- Positive in the account for the end of the calendar year
- Paypal account is not depositing into the Quicken account – Robert and Chris to research
- Year-end financials for 2019, targeted for the meeting in January 2020 but will need statement from the bank

FUNDING REQUEST

Jacob Eldridge – requesting a rescue manikin for training purposes - \$1145.00

- Jacob Eldridge was able to join the meeting, requesting 154 lb. adult manikin, right now they use crew members, cost of \$1145.00 is for manikin and shipping, if funding request is approved, station 6 is willing to share with other stations
- Sue would like to do more research on purchasing more manikins at once, possible discounts
- Chris stated that if we move forward now, the amount would come out of the budget for this year, 2019, can use the manikin as a prototype

- Chris made a motion to approve the funding request
 - Mark seconded the motion
 - Motion passes unanimously

FUNDRAISING

Fundraisers for 2020, Sue

- Kokoro, first quarter, if Kokoro reaches out, FAFPD will move forward with event
- Panera, first quarter (Katie)
- Reach out to Steuben's, want to add this fundraiser to the calendar this year (Jennifer)
- Car show, first Sunday in August (committee)
- Odyssey in September/October (TBD)
- Lagniappe/chili cook off, December (TBD)
- New fundraisers
 - Chick-fil-a (Andrea)

OLD BUSINESS

None reported

NEW BUSINESS

T-shirts, Sue

- Requesting new logo and different color of t-shirt
- Andrea will reach out to contact in Elizabeth, CO
 - Sue will send the logo to Andrea

Lagniappe hotwash, Katie

- What worked well
 - Kline's staff was great, very flexible
 - Traffic flow worked well - Not as many people as last year
 - Left remaining chili at Kline's
 - Kline's is a great partner and easy to work with
 - Silent auction went well – all of the people received their packages
 - Amount of staffing worked well
 - More advertising than in the past
 - Paypal readers worked well
- What needs improvement and planning considerations for next year
 - Lagniappe was scheduled as a different date as the tree lighting ceremony, not as many people as previous years, discussion around changing the date of the chili cookoff
 - Kline's cannot have this event on a weekend evening
 - Other small businesses were moved as well, wondering if other businesses were impacted
 - People coming in for free eggnog that was next to the chili, some people ate the chili without paying the \$5 donation, no way to track those that paid and those that did not pay
 - If anticipated amount of people to come to event is low, we will need to decrease the amount given to each station
 - Resulted in too much overhead and more chili than needed

- Cards with ingredients will go to each station so each station can list the ingredients on the card prior to the event
- Megara donated a couple of gift baskets and purchased the mac and cheese, discussion around the rate of return on these donations
- Next year CERT will be cooking the mac and cheese
- Planning for next year's chili cook off will take place around October, 2020.

Arvada Chamber Membership Renewal, Jennifer

- Membership has gone up to \$225 for non-profits
- Have attended a few events, like the non-profit seminar and an after-hour event
- Discussion on is this membership fee and time invested in the chamber worth it
 - Motion to suspend the Arvada Chamber Membership by Jennifer
 - Mark seconded
 - Motion passed, suspend the Arvada Chamber Membership

Next meeting is for the Officer Election

- January 21, 2020
- 3:30-5:00pm
- Officer Nominations and elections, meeting dates for the calendar year of 2020, fundraisers for the calendar year and the financials for 2019

Request to move meetings to third Thursday of even months from 3:30-5:00pm with the addition of the January Officer Election meeting

- Mark moved to approve the change of meeting date
 - Robert seconded the motion
 - Motion carries, beginning in February, 2020, FAFPD meetings will be the third Thursday of even months from 3:30-5:00pm

COMMITTEE REPORTS

Car Fest

- No report
- Need to schedule a committee meeting
- Research permit for the car show

ADJOURNMENT

Jennifer made a motion to end the meeting

- Mark seconded the motion
- Motion carries, meeting ends at 4:53pm

Next Meeting

Officer Elections

January 21, 2020

3:30-5:00 pm