

Arrowhead Fire Protection District
Regular Board Meeting Minuets

Date: May 12, 2023

Time: 1:00pm

Location: AVFD Firehouse, 2069 Spruce Road, Cimarron, CO 81220

Purpose: Regular Board Meeting

Attendees: @ Firehouse: Jim Matteson (Chair), Ken Harbert (Secretary), Mary Ann Cooper (Treasurer), Margaret Henry (Vice Chair) Jennifer Bonner (AVFD Fire Chief) Steve Gauthier (Communication Manager). By phone: Al Hale (Treasurer retired) Norb Stracker

1. Call to Order.
Vice Chair Jim Matteson called the meeting to order, May 12, 2023 @ 1:00pm
2. Determination of Quorum.
Requirement met with over one-half of current board members present in person or by phone.
3. Swearing in of new Board of Director.
Action: Ken Harbert administered oath of office to Mary Ann Cooper and Margaret Henry
4. Nomination of Officers.
Ken Harbert nominated Mary Ann Cooper as Treasurer and Margaret Henry as Vice Chair and Designated Election Official
Action: Vote on nominations unanimously passed.
5. Approval of Minuets from April 14, 2023, regular board meeting.
Motion to accept minuets as presented made by Ken Harbert, Second by Mary Ann Cooper.
Action: Motion Approved
6. Treasurer's Report.
Action: Accepted as presented with a BIG THANK YOU to Al Hale for his past service as a member of the AFPD board
7. Fire Chief Report.
Discussion: Fire Chief Jennifer updated us fire apparatus transition from winter to summer readiness also recommended that we investigate upgrading battery backup system with longer run time than the current unit with only two-hour life to power the communication equipment in the firehall command room. This issue will be looked in to further to determine best path forward.
Action: Accepted as presented

8. Communication Report

a. XOP update.

Discussion: XOP fire bar is up and running with some procedural issues still being worked out. Web site is current. Steve Gauthier restated that he would continue to maintain the web site and XOP firebar . Thank You Steve!

9. Old Business

a. Recruitment committee

Discussion: On going recruiting for AVFD volunteers with one new medical responder volunteering in the past few month.

b. AIA donation in return for lease payment

Discussion: In the future the new treasurer needs to initiate conversation with the AIA board during their initial budget discussion to ensure the donation of \$999.00 is figured into the AIA budget. The Fire House annual lease payment is paid in June. Margaret Henry stated that she would have a conversation with Roseann AIA's treasurer to see if we can resolve current donation issue.

c. One Drive

Discussion: Board member accesses should have been received via email to sitting board members for cloud storage of board document. Most have received the email invite, but it appears that further instruction is needed from Todd Rodencal, the person that set up this cloud storage for board members to gain accesses to account.

d. USDA Rural Development Grant.

Discussion: Steve Gauthier has reviewed the preliminary grant application. The AVFD will need the assistance of leagle counsel to complete forms. We will need to compile a list of equipment needs to determine if these grants would be worth pursuing. Further discussion needed on whether to pursue these grants. This led to a discussion of needing to retain leagle council for this issue and mill levy increase (see New Business c.) A motion was made by Margaret Henry to give Jim Matteson authority to speak with an attorney for Board issues, second by Mary Ann Cooper

Action: Motion Past

10. New Business

a. Background checks for board members, employes and volunteers. (note order change from agenda)

Discussion: should the AFD board require background checks to be ran on all board member, employes and volunteers? After lengthy discussion the majority agreed this should be perused further. Margaret Henry said she would look further into this matter but may need to discuss issues with leagle counsel. Prompting the need to grant authority to Margaret Henry and Mary Ann Cooper (for Grant application issues) to consult with leagle counsel. Motion was made by Jim Matteson to approve Mary Ann Cooper and Margaret Henry to consult with attorney for issues pertaining to AFD board, second by Ken Harbert.

Action: Motion Past

- b. By-Law review. (Note order change from agenda)

Discussion: Changes needed to bring the AFPD bylaws up to date with current State mandates, current record keeping and communications standards. Jim Matteson will revise the current bylaws and send a draft copy to the AFPD board for review and approval at the June 9, 2023, board meeting.

- c. Mill levy increase.

Discussion: This discussion was to bring new board members up to speed on the AFPD need to pursue a mill levy increase and the preparation to bring the measure to election ballot. This issue will be a recurring topic on future AFPD board agendas.

11. Equipment Issues:

No equipment issues currently

12. Adjourned: 3:08 pm. Next regular board meeting June 9, 2023