

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
Minutes of the July 10, 2019, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on July 10, 2019. The meeting was held at the Pinewood Springs Fire Protection District Fire Station in Larimer County, Colorado. President Jon Andrews called the meeting to order at 7:01 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Jon Andrews, Dan Kowalski, Russ Hardy and Krista Diaz. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via conference phone). Also, present were Libby Noble and Jen Rivas. Krista Diaz made a motion to excuse Ardean's absence. Motion passed.

Additions/Deletions: None

Approval of Minutes – The minutes of the June 12, 2019, were approved with revisions. Motion Passed.

Chief's Report – Chief Ted stated there were 5 calls in June: mutual aid response on structure fire for Lyons on tender run, a couple of vehicle accidents and an incident with a cyclist taking a nap, and one washed party response. Good turnout with new recruits to calls. Rookies that have passed EMR certification have assisted with medical calls. UTV repair was completed. Ted has been invited to meet with Larimer County for an update on vacation rental policies. Have discussed budget needs internally but differences are not enough for formal changes. Three firefighters will attend academy this fall in Estes Park. One for second certification and two for initial certification.

President Report – Special warranty deed for property next door received and a cover letter with be generated by Dan and then submitted to the county for recording. An audit report was filled out for Pinnacol Assurance and submitted by Jon.

Vice-President Report – Russ informed the Board that their house has received an offer and they hope to be in the valley until the end of August. A new board member may be needed.

Director Secretary Report – Ardean needs to post a Vacancy in the three designated locations.

Director Treasurer Report – Krista's shared the Treasurer's Report.

Bank Balances as of 06/30/2019 Statement:

Operations	
First Bank (8766)	\$ 60,958.04
Colorado Trust – Tabor Reserve (8002)	\$3,263.67
Colorado Trust – Gen Reserve (8003)	\$56,733.06
TOTAL CURRENT ASSETS	\$120,954.77

Continued Business:

Recognition Plaque – Dan got an answer from Western Stone. \$820 was the quote to do the stone and lettering. It was suggested to look at DuraPlaque for doing the recognition plaque instead.

Adjacent Property – Dan will do a cover letter and record it with the county. Krista will send a check to the water district for \$1500.

Organizing Fundraisers – The Board decided that for the first year fundraisers, we should just do the pancake breakfast without the raffle. Krista is researching best possible dates to hold the pancake breakfast.

New Comers Package – Joan is working on revising. Andy Lucas has submitted edits to Joan for PSFPD.

New Business –

Automated External Defibrillator (AED) – Purchase a new AED and replace the apparatus AED with the Duck Race money.

Vacancy – Russ will be moving from PWS and will submit his resignation once they move.

QuickBooks – Price is going up to \$70 for QuickBooks. Russ is researching other options.

Newsletter: Libby Noble, Jen Rivas: Proposing a similar newsletter to the Springboard newsletter that was used during the fire station project. One option to distribute electronically via e-mail, Facebook, etc. which would cost nothing. If distributing paper copies by mail, ranging from \$200 to \$450. Newsletter could include department news, community protection information, BOD news, pictures of events, etc. The general consensus was to distribute electronically for one edition as a test run. Hot Topics was suggested as a name for the newsletter. Ted and Jon will approve the newsletter electronically before distribution and Krista will assist with editing.

Community Foundation: John Bologna passed responsibility on to Dan Kowalski. He stated that additional board members were needed, and that the foundation currently has \$1,000 in the fund.

Adjournment – Jon Andrews moved that the meeting be adjourned at 8:21 P.M. **Motion Passed.**

Respectfully submitted,
Krista Diaz for
Ardean Johnson, Secretary
Approved : August 14, 2019

07/10/2019