

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Minutes of the August 14, 2019, Regular Meeting

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on August 14, 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 7:02 P.M.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Jon Andrews, Russ Hardy, Krista Diaz and Ardean Johnson. Also, present were: Chief Ted Plank, Asst. Chief Andy Lucas (via conference phone), and Jen Rivas.

Additions/Deletions: None

Approval of Minutes – The minutes of the July 10, 2019, were approved. Motion Passed.

Chief's Report – Chief Ted stated there were 17 calls in July: three “lift assists”, 2 medical, a couple of mutual aids structure fires. The new rookie fire fighters are performing great and very much appreciated by their teammates. He attended a Larimer County policy meeting on vacation/rental property. As of September 1, 2019, Larimer County will be requiring all vacation/rental properties to complete a form which the fire department must sign off on. Inspection of the property is not necessary. Andy stated the new keypad lock system has been received for the front door. RFID access will be for fire fighters. Andy would like the 2020 Budget to include similar locks for the other exterior doors and the one for the fire department access from the community center.

President Report – Jon thanked Russ for all the hard work he’s done while on the Board. Ted stated how much he appreciated Russ’s leadership in getting the fire station/community center completed and contribution to the Board. Andy also stated his appreciation Russ’s Leadership. The Board concurred.

Vice-President Report – Russ informed the Board this is his last meeting and he is resigning since he’s home has sold, and they are moving out of the area. He’ll continue as bookkeeper until someone is found.

Director Secretary Report – Ardean thanked Krista for recording the July Minutes. She stated that she’d sent two letters to individuals who donated the 2002 VW Jetta Wagon and 1997 Ford Aerostar Minivan which Larry Doyle had transported to the adjacent lot for fire fighter training. A letter was also sent to Bob and Laurel Shaw for their recent cash donation. A Board Vacancy notice has been posted in the three designated locations. Ardean also stated that she had attended the Glen Haven Annual Pancake Breakfast in July. It is their main revenue fund raiser since they do not get any state/county tax dollars. In her opinion, it was a huge success and tremendously supported by locals and visitors. Many of the summer tourist make this an annual event since it’s been going on over 30 years. There were 130 silent auction items and other vendors selling items. The bake sale portion easily ran out of baked goods. They have a Women’s Auxiliary which works closely with their Fire Department. It was a fun time and an event well worth attending and supporting one of our local small fire departments. A Pension Board meeting is scheduled for September.

Director Treasurer Report – Krista’s shared the Treasurer’s Report. Big budget expense items are be handled timely instead of waiting for the end of the year. A new bookkeeper is needed with Russ’s resignation. Budget categories that were used need to be more detailed/accurate when submitting an expense account form. October 5th seems to be the best day for the Pancake Breakfast.

Bank Balances as of 07/31/2019 Statement:

Operations	
First Bank (8766)	\$ 87,637.12
Colorado Trust – Tabor Reserve (8002)	3,270.27
Colorado Trust – Gen Reserve (8003)	56,848.07
TOTAL CURRENT ASSETS	\$147,755.46

Continued Business:

Recognition Plaque – Dan wasn’t available for update on the bid from DuraPlaque for doing the recognition plaque instead.

Adjacent Property – Dan not available for update.

Organizing Fundraisers – Krista is working on donations/contributions for the Oct 5 Pancake Breakfast.

Newcomers Package – no update

New Business –

Automated External Defibrillator (AED) – Ted has selected the two AEDs. Andy will be ordering.

Vacancy – With Russ’s resignation the Board is seeking a new member. Notices have been posted.

QuickBooks – Russ has spoken with Pam Ping on utilizing her access to QuickBooks.

Newsletter: Jen Rivas had distributed the Hot Topics PSFPD Community Newsletter. She’ll distributed a few copies of color newsletter at Cherry Company and Bulletin Board. Ted will post to Facebooks, Jen will work with Gabi to include it or access to the Newsletter in the water bills.

Community Foundation: No update

Adjournment – Jon moved that the meeting be adjourned at 8:24 P.M. **Motion Passed.**

Respectfully submitted,
Ardean Johnson, Secretary

Approved: September 11, 2019 _____
08/14/2019