

BOD Meeting Minutes
25 April 2017

BOD Members Present: Ryan Martinette, Dawn Helton, Beth Austin, Cora Fearnow, Linda Winger, Michael Manzelli, Judy Frame
Other Members Present: Gerri Kirkhum

The meeting was called to order at 1917 by president, Ryan Martinette.

Old Business

1. Ryan declared March (as corrected) BOD minutes approved.
2. Ryan would like to complete punch out items in the training room at Main Base now that finances are up to par.
 - a. Judy makes a motion for Ryan to complete punch out items, Cora 2nd. After discussion, motion passes.
3. Ryan would like to complete punch out items at South Station.
 - a. After discussion, BOD decided that the bay items would be done as a package deal (cabinets, floor and ceiling) and cost would be reviewed before completion of project.
 - i. Judy makes a motion for Ryan to spec out bay package. Mike 2nd. After discussion, motion passes.
4. Discussion was held regarding Lowes account and their inability to change authorized users after multiple attempts.
 - a. Dawn to set up a Home Depot Purchase Account and close out the Lowes account and list Ryan, Linda, Mike and Jim as authorized users.
5. In the absence of being able to comply with Linda's motion to finance new 526, Ryan and Dawn moved forward with securing financing at Bank of Southside Virginia in order to complete the sale.
 - a. Linda made a motion to approve the course of action taken by Ryan and Dawn to get or better the offer previously received. Judy Frame 2nd. Motion Passes.
6. Linda to place the firearms policy on the BBVRS website.
7. CO2 detectors on jump bags need to be exchanged out.

New Business

1. Linda's boss graciously donated camera equipment to BBVRS.
 - a. Beth to send a thank you letter
2. Mike made a motion to find a new bank due to troubles with First Citizens and authorize Dawn to move \$2,000.00 from the operational account and \$1,000.00 from the Bingo account to be able to set up accounts with the new bank. Beth 2nd.
 - a. After discussion, BOD decided to go with Bank of Southside Virginia. Dawn to present a migration plan to transition to the new bank. Motion passes.
3. Mike made a motion to find a new bookkeeper. Cora 2nd.
 - a. Dawn will look into getting the new bookkeeper before letting the old one go, Pranay will deactivate the door code for the old bookkeeper.
 - b. Motion Passes.
4. TIMS training will be held May 7th from 9am to 2pm at Station 1.

Reports

President

1. The position descriptions are still being worked on.
2. Ryan is going to work on getting the ice machine in the bay fixed so that it is mobile and operational
3. By-Laws III & IV reviewed with changes that BOD had previously discussed; more changes were made and will be reviewed at next BOD meeting.

Vice President

No report

Membership

1. Mustafa Khan has completed his 6 month probationary requirements.
 - a. Linda made a motion to move Mustafa Khan forward to the membership for a vote. Dawn 2nd.
Motion passed.
2. Gopika Hari's application will be held until she returns from California in August.
3. Dawn has received Paula Craft's application for membership.

Secretary

No Report

Chief

1. Hours for the month are down.
2. The following members have not completed their hours for the month:
 - a. Kayla Gonzalez
 - b. Mark Bennett
 - c. Ashley Hearst
3. New Member Orientation will be May 20th at 0930 at Main Base.
4. Any new members will need to go over to the county to sign the ImageTrend Elite log book to meet Medicare requirements.

Treasurer

1. Financials were reviewed and all bills were paid to date.

Board Members at Large**Jim**

1. Jim presented the signed service maintenance agreement that stated we would have the generators serviced twice a year. Ryan is to follow up on this because this is not what the BOD had discussed.

Mike

1. The new 525 has been delivered to the station on 3/28
 - a. Stan will be stocking it on Friday 3/31
2. The new 526 will be ready to take delivery in approximately 2 weeks
 - a. O2 lift and inverter will need to be uninstalled from old 526 and installed in the new 526.
 - b. Mike stated that we might be able to get \$1500 for the box on 526.

Judy

1. Kitchen renovation will start on May 8th.

Training

1. Chris Callison has entered into driver preception.
2. EPC class will be on April 29th and 30th from 8am to 5pm

BOD moved into Executive Session at 2214.

BOD adjourned Executive session at 2230.

With nothing further, the meeting was adjourned at 2230.

Submitted for your review,

Beth Austin

BBVRS Secretary