

Huntington Lake Volunteer Fire Department
Board of Directors Conference Call Minutes
October 24, 2006

Present: Phyllis Thomas, Bob Leach, Ned Fox, Bob Wilson, Brother Chris and Karen Bare Kamimoto

Absent: John Slater, Steve Soares

Phyllis Thomas, Secretary/Treasurer opened the meeting in the absence of the president and vice president.

FINANCES: Phyllis Thomas presented an overview of the reports. HLA has just billed their assessments so the Fire Department probably won't see their share until the first part of 2007. In the future Karen will use a hard month end to compare to the budget and provide the current month information to the far right. There was an asset donation of computer equipment which is currently in Office Expense. It will be moved to the Balance Sheet. Bob Leach was asked to provide inventory numbers so the Balance Sheet inventory account could reflect the actual costs of item on hand.

Phyllis Thomas is in the process of obtaining internet access for the bank accounts. She is sending paperwork to Karen. All signers will need to sign the paper work. The current money market rate is 4.6%.

The budget for insurance will need to be increased for 2007.

MINUTES: Ned Fox moved, Phyllis Thomas seconded the motion to approve the minutes as corrected. The sentence regarding the Wakefield letter should read "John Slater did send". The motion passed.

OLD BUSINESS:

Dowville: Dowville asked the Fire Department to provide the details of how they arrived at \$140 per cabin. Bob Leach will send the spreadsheet to Karen.

Water tender: Bob Leach has had no feedback from SCE. Leave this item on the agenda.

Fire chief: No new information. Leave this item on the agenda. Phyllis Thomas will forward Linda's (need last name) email address to Brother Chris. Linda has contacts that might be helpful in the search for a new fire chief. Brother Chris reported he had fulfilled the fire chief's duties and has been in contact with CDF, USFS and EMS agency.

New recruits: Bob Leach and Brother Chris received great reports from the sheriff regarding the Rancheria recruits. The USF and sheriff were pleased with the training. They originally had some concerns.

Paramedic rating: Table this item. Brother Chris will re-introduce it when he has more information. The Park Medic is only for government employees. He is looking into the Sacramento Metro program.

Annual campaign: In process. Brother Chris sent a draft letter on October 12, 2006, to the board asking for feedback. Some did not receive it. He will send it again. Brother Chris and Ned Fox are working up a contribution slip that will identify the different levels of giving.

The letter should go to the Tract presidents soon. It should identify that gifts are voluntary. The letter will be asking the president's to collect the contributions. If they chose not to collect the funds the Fire Department is asking the presidents to provide names and addresses of each cabin owner in their tract so the Fire Department can mail to them directly.

A cover letter with the spreadsheet showing how the \$140 was arrived at and a simple contribution card will be sent to the Tract presidents. Brother Chris and Bob Leach will work on this.

Capital Improvements: Sleeping quarters - Bob Wilson will contact an engineer.

Training: Brother Chris will have Brother Jack email the policies they prepared last summer. The board wants to see the policies and formally adopt them. An annual reminder of the policies should be sent to all volunteers/staff.

Construction at Camp LaSalle – Put on the November agenda. The Brothers are looking into additional construction at the camp. They are thinking they will loan in the structure to the Fire Department. The structure would look like a barn and would not require a foundation. It could be used to house fire vehicles and equipment.

Equipment/Vehicles: Brother Chris learned that Coca-Cola buys, re-furbishes and donates fire equipment/vehicles. He is working with them to see about getting a water tender. Coca-Cola donated about \$6,000 of hydrant hose and fittings. They should be delivered next week.

Next Meeting: November 21, 2006 (The Tuesday before Thanksgiving)

ADJOURNMENT: The meeting was adjourned at 6:04 p.m.

Respectfully submitted,

Karen Bare Kamimoto, recording secretary