

**Mosier Fire District Board Meeting
Mosier Senior Center
500 East 2nd Ave, Mosier, Oregon 97040
December 13, 2018 at 18:00**

MINUTES

DIRECTORS PRESENT: Phil Evans, Todd Reeves, Joanne Rubin, Joe Sacamano, Barb Ayers. No absences.

STAFF PRESENT: Chief Renault

VOLUNTEERS PRESENT: Kris McNall, Ines Kemper

PUBLIC PRESENT: none

CALL TO ORDER 18:09, Phil Evans

AGENDA ADDITIONS.

- Joe asked about the State Ethics Committee meeting, which has yet to meet (meeting tomorrow, 12/14)
- Phil Evans asked Chief Renault about the Budget. Evans commented to Renault MFD appeared to be on track or under budget so far this year and asked if the Chief foresaw any significant purchases for the next six months. There was some discussion about “big ticket” items to buy and items that were sold (2 Tenders). Proceeds from sold items will be used to buy repair supplies.

COMMENTS FROM PUBLIC: no public present

CONSENT AGENDA

Approve Consent Agenda from 11/8/18. Phil Evans moved, unanimous consent

Review and approve bills for payment: not applicable

BUSINESS

1. New volunteer for Recorder: Ines Kemper was introduced and there was discussion about styles of minute keeping.
2. New Bookkeeper Service Options: the current bookkeeper, Rhonda Starling, is leaving at the end of the year. Chief Renault presented due diligence and decision to hire Books by Bren, based in The Dalles for \$120/month base fee plus features, not expected to exceed of \$250/month. QuickBooks to be on the Cloud.
3. Audit Update: The current financial audit by Friend and Reagan found 7 deficiencies in the current bookkeeping methods. Chief Renault will complete a list of remedies by the required deadline of 12/21 to the Secretary of State.

4. Change of Chief's card from credit card to debit card: due to billing cycle, the credit card fees and late fees charged by the bank were unavoidable. Chief Renault requested (and received) permission from Board President and Treasurer to change to a debit card to avoid fees. This method will also simplify accounting. Debit Card limit is \$5K, credit card has been cancelled.
5. Joint Use Facility Update: Chief Renault and Board Member Ayers updated the Board on the two possible site options for the new location.
6. Chief's Report (see separate document). After the report presentation, there were questions about the SAFER Grant. Ayers expressed concerns about how the grant was written (very specific) and whether it can still be used. It was decided to put a discussion of the SAFER Grant on the January Board Meeting Agenda, with Chief Renault presenting research on whether the Grant can be used for current needs.
7. Volunteer Report: the volunteers received one Christmas card and there was discussion of the voting process regarding 501(c)(3) status.
8. Committee Reports: none
9. Correspondence: one Christmas card
10. Comments from the public: none (no public present)

ADJOURNMENT: called 19:36 by President Phil Evans