



Lookingglass Rural Fire District

7172 Lookingglass Rd
Roseburg, OR, 97471

Board Meeting Minutes

Date 7/10/2013

Time 7pm

Call to Order @ 7pm by chair Jaynee Germond

Pledge recited in unison

Invocation by Jim Hooten

Roll call

- | | |
|--|---|
| <input checked="" type="checkbox"/> Steve Rhodes, Fire Chief | <input checked="" type="checkbox"/> Position 3: Bob Russell |
| <input checked="" type="checkbox"/> Position 1: Rise Briggs | <input type="checkbox"/> Position 4: Open |
| <input checked="" type="checkbox"/> Position 2: Jaynee Germond | <input checked="" type="checkbox"/> Position 5: Georg Kuntz |

Introduction of elected board members

Announcement of David Hatch's resignation and request for interested potential board members

Election of board members:

President/Chair- Jaynee Germond voiced interest in continuing; Bob Russell interested in position. Bob Russell won the election by 3:1 vote

Vice President/Vice Chair- Bob Russell nominated George Kuntz. George accepted the nomination. George was named to the position by proclamation.

Secretary- Jaynee Germond interested in staying on as secretary, while Bob Russell nominates her. Jaynee was named to the position by proclamation.

Treasurer position is vacant with Rise Briggs declining. Bob Russell states that there is an interested community member and we should have his decision by the end of next week.

Communications Officer/Regulatory Officer- Rise Briggs wants this position. Jaynee Germond stated that until Bylaws are written and board job descriptions/officers are submitted and reviewed by the public for 30 days, this cannot be done. That was understood and accepted. Bylaws will be written in the next few meetings.

A discussion was held about public comments with public input welcomed.

Jayne Germond moved that the public can comment when a question arises; 2nd by George Kuntz; passed unanimously

Bob Russell moved that the public will be recognized by raised hand; Rise Briggs 2nd the motion; passed unanimously

George Kuntz moved that there be a 2 minute time limit on comments, 2nd by Rise Briggs; passed unanimously.

Meetings will be run using Roberts Rules of Order

Consensus/majority vote is binding

Agenda Availability:

The agenda will be posted on the fire station window 1 week prior to the meetings. It will also be posted on the Facebook page and on the website.

Newsletter: Discussion was held with public input regarding prohibitive cost of printing and mailing newsletters. A suggestion was made to do an annual summary of what the Fire Department and board has done. The fire chief does an annual report in January at the regular board meeting. It was decided that his annual report would include a summary and be distributed to the community.

Chief's report:

11 calls this past month; cancelled calls do not count in the county report. The board wants them counted, as there is turnout and the fire fighters are responding from home, work and across the county.

Station maintenance- cracks have been filled. Paint has not been ordered and the amount allocated was deposited in the equipment fund.

The grant was approved. Details of what the grant included were submitted. All items must be in my September to get the money reimbursed. Ordered the fire hoses (called sticks) getting a "cosmetic blemish" discount on those which were off-colored. The funds for the sticks need to be approved. Rise Briggs moved to approve the purchase, 2nd by Jaynee Germond, passed unanimously.

There will be LPG training for TenMile and LRFD for the next 2 weeks. This week is classroom training. Next week will be practice at the station. The board and public are welcome to attend and watch the firefighters in action.

We need to start billing for unannexed calls. It was 10-20 years ago when letters were last sent to unannexed property owners. Chief Rhodes will be following up on this.

The chief is working on putting together the mission statement.

David Hatch submitted statements, keys and passwords to the fire chief on his resignation.

Treasurer's report: None. The chief has all paperwork. Review needs to be completed on Monday, June 15th at 9am. Rise Briggs and George Kuntz will attend.

Unable to pay bills until we have a treasurer. Bob Russell states that we are unable to pay bills yet; we must figure that one out.

Website:

Jerry Harris has agreed to come on board as webmaster. Greg Kramer had not responded to any board contacts. Jerry submitted various site recommendations for review. Discussion was held regarding the upload of videos vs using YouTube for board meeting recordings/minutes. He was concerned about privacy act, but Jaynee Germond stated that due to these being Public Meetings, it is right and legal to post the videos.

District organizational issues will be discussed, developed and approved over the next few months. Chair Bob Russell stated that there would be weekly meetings held until this is accomplished. Chief Steve Rhodes and Jaynee Germond stated that they would not be able to attend weekly meetings due to conflicting schedules. Bob Russell stated that with a quorum they would be able to get things done anyway. Attend when possible. Meetings to be held every Wednesday at 6pm at the fire station starting on Wednesday July 17th and until further notice. Items will be established at weekly meetings, but not voted on until monthly meetings; these are workshop meetings and will be limited to 2 hours.

Public Input-

Carol Kuntz- How often are the locks changed and who has the combination? Chief Steve Rhodes will get codes changed and notify the board. Rise Briggs moved to allow the Chief to get the codes and distribute them appropriately, then notify the board of who has the code. 2nd by George Kuntz. Passed unanimously.

Minutes from the last meeting were reviewed. Rise Briggs made motion to approve minutes as written, 2nd by Bob Russell; approved unanimously

Motion made by Jaynee Germond to have all new board members on the signature card for banking purposes; 2nd by Rise Briggs, passed unanimously. Not paying any bills, because we don't know what they are. We can address these at a Wednesday meeting very soon to take care of this.

George Kuntz made motion to adjourn; 2nd by Rise Briggs. Passed unanimously. Meeting adjourned by chair Bob Russell at 8:17pm

Respectfully submitted,

Jayne Germond, Secretary