

974th Board of Directors Meeting, May 30, 2024

The meeting was called to order by President Gina Kline at 19:06

Pledge of Allegiance

Board Members Present: , Jeff Borges, Jamie DiPace, Gina Kline, Tom Post, Kristen Shaw, and Mark Wilson

Absent: Bruce Appell, Brian Baldwin, Jeff Bernetich, Steve Gwizdak, Jim Speich.

Other Members Present In Person: Sue Jansen and Tom Kline.

The April 25, 2024, and the May 13, 2024, board meeting minutes were approved with a motion from Mark Wilson and seconded by Kristen Shaw. Jeff Borges abstained due to not being at the meetings.

Communications from Members:

- Sue Jansen went to a presentation at the Avon Public Library and Nancy Appell did a presentation on Elder Care. Sue suggested looking into ways to help our senior members with health needs, legal needs, and/or financial support. President Kline asked Jeff Borges to put this on his list to discuss with the membership committee.

Board Member Reports:

- Tom Post – Explorers
 - The Explorers are done drilling for the summer. Last drill night was a picnic.
 - Senior banner created. There are 5 seniors Explorers graduating this year.
 - Officers for 2024/2025 are: Captain Andrew Kline and Lieutenant Abby Stamp. They will be presented at the September Corporation meeting.
- Jeff Borges
 - Matt Seymour is finishing FF I
- Jamie DiPace
 - CT Fire Chiefs meeting had a woman who has an autistic child and has developed a program to talk to police and fire departments about how to deal with an autistic child in case of emergencies. She sells kits with noise canceling earphone and talks about other items that can help with an autistic child during an emergency. The kits cost \$100.
- Gina Kline
 - Jean Barton gave Gina contracts for the annual dinner for 2024, 2025 and 2026 with a deposit of \$1,000 per year as deposit. Gina asked Jean to get more information about what the contracts include before Gina signs them. Gina also wants Jean to check to see if the corporation has to pay the deposits all at once or as each contract year comes up. Jean will get back to Gina.
 - 501c3 – The IRS came back after receiving our AOG with the wording that needed to be added to meet with our 501c3 application. Now we have to submit to the Secretary of State an amendment to our Articles of Corporation. Before the board approves this change, Gina would like to hear back from the town's attorney, Mike Harrington. She has reached out to him and is waiting to hear back.

No additional communications from Board members.

Treasurer's Report – Kristen Shaw

Kristen Shaw provided an overview of department income and expense through May 19, 2024.

Old Business:

- **Building Committee** – Gina Kline, Bruce Appell and Jim Speich attended the Station Design conference in Phoenix AZ last week. The conference was highly informative. Gina took a lot of notes and will type them up to give to the board.

- **Steering Committees**
 - Planning – Jamie DiPace has not met.
 - Finances – Kristen Shaw
 - Met but did not have a quorum so just discussed what the goals are and to see if they could meet them on schedule.
 - Policy – Mark Wilson
 - Met and went over what needs to be done. Look over the Explorer's AOGs to incorporate into the SOGs.
 - Need more members on this committee
 - Member Services – Jeff Borges
 - Still trying to get a meeting to happen. Going to try to have a meeting Tuesday, June 4, 2024.
 - Training – Tom Post
 - There is a meeting on June 3, 2024, at 10:00 am
 - Safety – Tom Post sent out an email to all members to contact him if they are interested in joining the Safety Committee.
- Policy Update – AOG JD-1 BOD Job Description.
 - A motion was made by Jamie DiPace and seconded by Jeff Borges to approve the changes to this AOG. Motion approved.

The Chief's report was submitted to the Board for review. **See Attachment A.**

Meeting Schedule:

- Corporation Meeting and meeting – June 10, 2024, at 7pm (Drill to follow)
- Building Committee Meeting – June 12 at 7 pm (Company 1 meeting room)
- Board of Directors meeting – June 27, 2024, at 7pm

The meeting was adjourned at 20:09 with a motion by Tom Post and seconded by Kristen Shaw.

Respectfully submitted by
Grace Bianchi
Board of Directors Clerk

Attachment A

Chief's Report for the Month of April 2024
Board Meeting May 30, 2024

News:

- The contract with the Secret Lake Association was dually executed. The SLA will put signs in the back parking lot for their 2 spots. AVFD activities take precedence.
- Attended the Station Design Conference. A lot of good discussions pertaining to our project. Was able to spend time with our Team on some Designs.
- The radio system is moving along. Site work has started.

Apparatus / Equipment:

- Waiting for T-20 to be repaired. During service they found a broken spring.
- L-12 waiting for the service technician to repair cylinders and some sensors.
- All the other trucks have been serviced.
- A large order was placed for new pagers, to be able to use with the new radio system.

Incidents:

- There were 54 incidents in April 2024 compared to 40 incidents in April 2023.

Training:

- Looks like we will be sending 2 for FF1 in the fall.

Personnel:

- April 2024: 2 probationary members added- Andrew Lennon and Jennifer Rosado both of Co. 3; 2 motivated applicants in process; 2 Explorers added- Rishi and Shria Kumar; 1 resignation- Erin McCall.
- Current Overall Active Membership:
109 Grand Total Members: 34 Entry Firefighters, 23 Support Firefighters, 10 Fire Police, 17 Explorers, and 25 Headquarters Administrative Members.
- Current Membership Excluding 9 LOA (four medical, three educational, one personal, and one military).
100 Grand Total Members: 32 Entry Firefighters, 19 Support Firefighters, 8 Fire Police, 17 Explorers, and 24 Headquarters Administration Members.

Technology:

- HQ Admin receive continued training on First Due data entry.
- We are working with a First Due technical support expert on FD report capabilities and development and creation of reports specific to our Department for tracking monthly and yearly incidents and trainings.

Budget:

- We are working on purchasing end-of-the-year items.
- Putting together a list of items to encumber.