

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON
Thursday, December 13th, 2018 AT 7:00 PM AT THE PECAN GROVE VOLUNTEER
FIRE DEPARTMENT, 727 PITTS ROAD, RICHMOND, TEXAS 77406**

DIRECTORS PRESENT: Hughes, Barski, Golden, Levan, Hines, Katz

DIRECTORS ABSENT: Grillo

ALSO PRESENT: Chief Woolley, Asst Chief Hoft

CALL TO ORDER/QUORUM:

The meeting was called to order at 7:01 p.m. The Agenda was adopted as presented.

MINUTES:

The Minutes of the Board of Directors meeting held on November 8th, 2018 were presented to the Board for approval. A motion was made by Katz to approve the minutes and seconded by Levan. The minutes were approved unanimously.

FINANCIAL REPORT

The financial report was presented by Chief Woolley. The Board reviewed the Financial Report and a motion was made by Levan and seconded by Golden and were accepted unanimously as presented.

As of December 11th, 2018 Bank balances as listed:

New First ICS	\$120,845.78
New First Checking	\$18,751.23
New First Money Market	\$177,542.75
New First CDARS	\$50,977.31

TOTAL OF ACCOUNTS \$ \$368,117.07

Reserve Acct (CDARS) \$50,977.31
 (\$50k required by board)

CASH AVAILABLE \$317,139.76

FINANCIAL CONTINUED:

Financial Comments – Chief reported that the FD received an anonymous \$5K donation

UNFINISHED BUSINESS:

Officer's retreat and teambuilding - Date still to be determined, Chief reports that he hopes to know the exact date tomorrow, he will send notification to the board when resolution is achieved. Update: retreat is scheduled for Feb 8-9, 2019 in Chappell Hill.

Articles and Bylaws update - Grillo, Hines and Katz are the board representatives on the committee and Hoft, Chief Woolley, and Jennifer are the department representatives on the committee. Update – Chief Hoft reported the SOGs are being updated and the by-laws will be revised to conform to the SOGs. December 3rd is the deadline for the SOGs to be presented at the officers' meeting. Update – there was no officer's meeting in December. The SOG's were sent out on a thumb drive for review.

Update on new fire truck – it is on the assembly line and should be ready by mid December 2018 or January 2019. The truck is in production with hopes to take delivery in January or February, 2019. Update – the truck could potentially be finished on Jan. 9th, 2019. The final price will be approximately \$535,558.00

The board further discussed a matter concerning Allen Scopel, who had never sought payment for his services and is now seeking payment for services, dating back to 2013 and/or 2014. Easley indicated that Scopel would be sending a bill to the FD. The Board will review upon receipt. As of meeting time (December 2018) Scopel has not presented an invoice. Katz requested to see copies of any past bills received from the accountant.

NEW BUSINESS:

The Board reviewed the proposal from Municipal Accounts & Consulting (MAC) for accounting services. After discussion, Katz motioned to accept the proposal from MAC. The motion was seconded by Levan and the motion passed unanimously.

Chief presented his monthly report

ADJOURNMENT TO EXECUTIVE SESSION: at 7:28 p.m. executive session was called to order.

The board reconvened in open session at 8:21 p.m.

After reconvening the BOD took action on the following:

Katz made a motion to cover health care insurance with Blue Cross HMO 301, as discussed in executive session. Levan seconded the motion and the Board passed the motion unanimously.

Katz motioned to adopt salary and bonus schedules as discussed in executive session. Levan seconded the motion and the Board passed the motion unanimously.

ADJOURNMENT

The next meeting has been scheduled for Thursday, January 10th, 2019. The meeting was adjourned at 8:23 p.m.