

**PINEWOOD SPRINGS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
Minutes of the February 11, 2015, Regular Meeting**

The Board of Directors of the Pinewood Springs Fire Protection District held the monthly Board meeting on February 11, 2015. The meeting was held at the Pinewood Springs Fire Station in Larimer County, Colorado. President Bruce McQueen called the meeting to order at 7:00 PM.

Determination of Quorum/Attendance: The following directors were present, constituting a quorum: Bruce McQueen, John Bologna, Matt Schnizer, Jon Andrews and Ardean Johnson. Also present were: Asst. Chief Andy Lucas, Josh Thompson, Kelly Child and Russ Hardy.

Agenda additions and deletions -

Approval of Minutes - January 14, 2015 Minutes were approved with one correction. **Motion Passed.**

Treasurer's Report:

Bank Balances as of 02-01/2015 from Bank Statement:

<u>Operations</u>		<u>Fire Station/Community Center</u>	
Valley Bank	\$14,125.01	US Bank	\$51,426.07
Colorado Trust	6,787.01	Colorado Trust	\$104,647.58
Colorado Trust – Tabor RSV	2,009.22	Cash in PayPal	203.00
US Bank	15,278.79	Due from Operations Acct	135.35
TOTALS:	\$38,200.03		\$156,412.00

Bruce reviewed the balance sheets and income statements

Chief's Report: Andy shared information regarding calls in January. Extradition equipment has been received. On Sunday afternoon, training will occur on the car that is at the station. There are 20 fire fighters. Andy will submit a claim to the insurance company for the two lost radios.

Fire Station Project Liaison Report – John reported that books sales have slowed. There will be a Town Hall meeting on April 1. The BOD will meet with Don Sandoval, DOLA, at the fire station at 6 PM and then for the community at the Cherry Company at 7 PM. The Design contract has been received. John moved that we sign the DOLA contract for \$50K, (\$25K matching). **Motion Passed.** John moved that Ted Plank be designated as the DOLA Administrator. **Motion Passed.** Russ presented information on Grants. There are 12 organizations which have been vetted to apply for grants. Three grants have already been submitted. The Website is being revitalized to be known as Pinewood Springs Community Website.

Secretary Report - Thank You Letters – Ardean reported that 15 thank you letters for donations have been mailed. She stated that Pledge letters need to be mailed for activity in 2014. She informed the Board that she had attended a “Stop Donor Attrition” program at the Estes Library in January. Some of the highlights were: donors give because they connect with our mission and want a relationship, donors need to feel appreciated, different levels of acknowledgments should be considered, i.e. a phone call thanking the donors by a board member, at a higher level the Board President might call. If we follow-up later, soliciting or reminding them on a personal level, they are likely to donate again. Ardean, Bruce and John will meet to go over the “pledge” donations in 2014 to insure letters of appreciation are mailed.

Liaison to Web Site Report – See Fire Station Project Liaison above. Matt also stated that there are other organizations/companies we could approach to sell advertisements on the website. Matt will be working with Andy and John.

Liaison to Insurance Report – no report.

President's Report – Bruce is dealing with US Bank and may have to change institutions. He's working to finalize FPPA.

Old Business:

Kiowa Road Egress – John stated it's complete.

Pinewoods Spring Community Foundation – See Fire Station project Liaison above.

Board Organization and Responsibilities -

New Business:

Ardean moved that the meeting be adjourned at 8:59 PM. **Motion Passed.**

Respectfully submitted,

Ardean Johnson, Secretary

Approved, _____