

CVFRS Corporate Board Meeting  
March 18, 2014  
Draft Minutes

Call to Order: 19:05

Attending: Dave McNally, Dick St. George, Kip Mesirov, Mark McDermott, Ellie Russell, Chris Davis, John Snow, Meg Modley, Kim Ziegleman, John Howe

Absent: Ed Sulva

Approval of February Minutes: **John Snow moved to accept and Meg Modley seconded that the minutes be approved with revisions as mentioned. Motion passed.**

Financials: Treasurer Sulva could not attend and so Board reviewed financials. Statements indicate that we are in good standing. We will present to the selectboard on April 28th. Discussion followed about having the Selectboard meet at the Station. The board generally agreed the best time would be at a warned special meeting when we review our financials. Ellie Russell will go back to the selectboard to find a date. Chief Davis reports that we are right on line with the Fire budget. **John Snow moved that we accept the financial report. Meg Modley seconded the motion. Motion passed.**

Audit Firm Selection: An RFP was sent to 5 audit firms. 2 suitable respondents sent proposals. Ed Sulva, John Snow and Mark McDermott reviewed the proposals and interviewed the firms. Both were sound. The committee reached the conclusion that Wallace W. Tapia PC was their first choice. They checked references and learned that this firm has sound credentials and expertise in non-profits. **John Snow made a motion that we appoint Wallace Tapia PC as our audit firm for FY 2015 at \$7,500 for total costs. Mark McDermott seconded the motion. Motion passed.** This firm also offers free workshops for their clients.

Corporate Board Management:

The Board reviewed the Town meeting discussions regarding CVFRS. Vice President Snow was praised for his thoughtful remarks in responding to questions on the floor. Special appreciation also for citizen Raven Davis for her strong support of our volunteers and staff.

Chief Davis distributed a draft of an RFP for a Radio Communication System analysis. Chris is continuing to research which firms to send the RFP. This project is designed to identifying where our gaps are and what do we need to do to meet future changes. But also this is to have a certified engineer to evaluate our towers and make recommendations.

CVFRS Benefits Review: Chris Davis has been contact with other services to learn more about their benefits packages. Ed Sulva has been in contact with Tim Cope on creating this policy. Fire Chief, Rescue Chief, and President and Vice President will get together to review recommendations of the HR consultant shortly so that we will have a policy prior to the start of our new employee.

Website: John Snow moved that we pay up to \$500 to create a new website. Meg Modley seconded the motion. Motion passes. Dave McNally is going to circulate a request for help in the Front Porch Forum and in the Charlotte News.

#### Agency/Committee Reports

Fire Report: Rob Mullen, our new paid fire fighter, will start April 15.

Rescue Report: Most members are trained on the new ambulance. Our training officer and paramedic, Megan Paquette has accepted a position with another service. The snow tires on the new ambulance made a huge difference during a call after this recent record snow fall.

#### Misc Issues:

The water system has been upgraded.

Chris Davis will get an RFP ready to have local painters bid on painting our doors.

We followed up on a citizen request for financial records regarding member training.

Next Corporate Board Meeting in April will be a General Membership Meeting,

Adjourn: 20:15

Respectfully submitted by Corporate Secretary, John Howe