



BEAVER LAKE FIRE DEPARTMENT

BOARD OF DIRECTORS MEETING MINUTES



Date: **Tuesday, August 8, 2023**

Time: **6:00 p.m.**

Place: **Prairie Creek Association Community Room**

Location: **14432 Hwy. 12 East, Rogers, Arkansas 72756**

Zoom Link for video of meeting:

https://us06web.zoom.us/rec/share/nsqW6047vd36N1ukdj7_Ce7_1s00GLgWrR2DwB-cuoTGEjHLfowFU-t2h_YG0aec.l1QCbxR4FdR4C7sl

Passcode: 2.Mp@Fw*

1. CALL TO ORDER – Meeting called to order at 6:00 PM
 - 1.1. Directors attending in person: David Cauldwell, Jeff Easley, Monte Gagliardi, Curtis Hathcock II, Jerry Hudlow, Laura Tucker, Todd Weber
 - 1.2. Special Board members attending in person: Austin Harris, Dusty Qualls
 - 1.3. Attending via Video:
 - 1.4. Absent: Gisela Cruz, Patrick Kelley (submitted Proxy assigning Jeff Easley), Larry Smith
 - 1.5. Determination of Quorum Present – Seven elected directors were present meeting the by-laws quorum requirements to conduct business.
2. Changes to Agenda.
 - 2.1. Vice Chairman Jeff Easley opened the meeting giving an update on Pat Kelley.
 - 2.2. Jeff Easley asked Curtis Hathcock (Secretary) to explain a little about the agenda document being displayed and how the intent is to help improve the flow of conducting business during the meeting.
 - 2.3. Curtis explained the layout and how the intent of the document is to provide a read a head capability for directors as they may prepare for the board meeting. He further explained that some of the attendance spots were repopulated with names based upon expected status for the meeting. This caused some confusion and will not be repopulated for future meetings. It was also explained how the Meeting Minutes are created from the outline structure of the Meeting Agenda.
3. Announcements
 - 3.1. Reminder for General Membership of open call to serve as Director on the Board. A Director position is currently vacant. Volunteers to fill the position should contact any of the current directors if interested.

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4. Disposition of Previous Meeting Minutes.
 - 4.1. Board of Directors July 11, 2023, Meeting Minutes. The explanation carried over directly into this item. Prior to voting for approval, Sheila Gallager (member) asked about having a designated item for public comment. Open discussion resulted in the determination of adding item for Public Comment to the agenda. Furthermore, the Chairman/Presider over the meeting can allow for public comment and participation during other times of the meeting such as old business and new business. **Motion to approve made by Curtis Hathcock. Seconded by Austin Harris. Unanimously approved on a voice vote.**
5. Reports of Officers
 - 5.1. President's Report – No new updates.
 - 5.2. Treasurer's Report – Review of financial documents.
 - 5.2.1. Laura Tucker went through a review of the financial documents highlighting specific areas of interest. Laura discussed how the LOPFI item on the report was detailing process of tax credit received (approx. \$52,000) and subsequent applications made (approx. \$3,000) by us will be documented until the total credit is exhausted.
 - 5.2.2. Laura requested determination of approval from the board to make a larger payment against current line of credit balance of approximately \$40,000. Such a payment could dramatically decrease the interest cost for the loan. **Motion made by Curtis Hathcock to allow Treasurer to accelerate payments against the Line of Credit as funds are available. Seconded by Todd Weber. Unanimously approved on a voice vote.**
 - 5.2.3. Approval of Financial Documents for the month of July. **Motion made by David Cauldwell to approve accepting documents as presented. Seconded by Monte Gagliardi. Unanimously approved on a voice vote.**
 - 5.3. Secretary's Report
 - 5.3.1. Communications Memorandum ready to send. Curtis updated completion of memorandum for sending out to the County offices as requested. No new information exchange meetings were conducted during the last month.
 - 5.4. Fire Chief Operations Report
 - 5.4.1. Chief Qualls to review activity using his tracking chart.
 - 5.4.2. Provide quick summarization of home fire that occurred at the end of the month. No injuries were reported. Several comments made by observers stressed the appreciation for quick reaction and cooperation by all agencies.
 - 5.4.3. Attended the quarterly meeting of county fire agencies and grant money being distributed. BLFD will receive some. Solicited help from board members or regular members for assistance in writing request for grant funding that is still available.
6. Reports of Committees – No updates from committees on any new activity.

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7. Old Business

- 7.1. EMS Contract – Update. Todd Weber provided update. He, Chief Qualls, Monte Gagliardi and Laura Tucker met with representatives of Pafford to present ideas of what a contract for use of the firehouse as a base of operations for the ambulance service might look like. Information was strictly hypothetical due to the contract not having been awarded by the County yet. Further discussions are to come and final approval will require a Board of Directors vote. Pafford was considering possible acquisition of BLFD ambulance at or near \$125,000.
- 7.2. Request to change BLFD Area of Responsibility (Improvement District? / Fire District?) - Initial communication for input from Hwy 94 East FD has been made with Chief Eric Smith. Presentation to be made at the Board of Directors Meeting for Hwy 94 East FD August 7, 2023. Waiting for notification of their official position.
- 7.3. Improvement District Dues/Transparency Reporting – No new updates.

8. New Business.

- 8.1. BLFD Bylaws Review/Update/Amendment. As preparation for trying to work with a collaborative document in making change proposals directors were asked if they had access or availability of MS Word to be able to do their work. All acknowledged ability to use MS Word. Jeff redirected discussion to provide an example start point method that may target changes like the number of directors and work through some of those issues. Laura said she was prepared to begin discussion tonight. **Motion made by Curtis Hathcock to open business on change proposals for the BLFD Bylaws. Seconded by Laura Tucker. Unanimously approved on a voice vote.** Member Sheila Gallagher was given an opportunity to discuss her thoughts on prioritization of changes made to bylaws or potentially other issues like the determination of how fees in the future will be calculated. It was determined that most directors were somewhat prepared to begin discussion that may take some time. Decision was made to table discussion for the immediate moment with continuation at the end of the meeting for an hour prior to adjournment. After the last item on Other Business, Jeff Easley re-opened the floor for discussion. Laura began with Article 2, section 1. Comments supporting no change being made were made by David Cauldwell then shifted to ambiguity of definitions in Section 2 concerning who and how many votes someone may get depending upon definition. Much discussion on multiple areas was covered. Refer to the Zoom Meeting recorded record for more information.
- 8.2. Click on the link below and be prepared to enter the Passcode when prompted. Once you are there, adjust the timeline of the recording to the 1:12:55 (1 hour, 12 minutes, 55 seconds) point to begin playing the part of the recording where extensive discussions are ongoing.

Shareable Link

https://us06web.zoom.us/rec/share/FoSniGCjMPDtvr9_IBKDOEIEH2u3ERFJd8KhyO4KPenbjQTcwQaGh8i8o9OTC91u.As7ShkIH2ynFokE9Copy

Passcode: 2.Mp@Fw*

9. Other Business.

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- 9.1. FOIA briefing to discuss process. Potentially have a guest speaker. How are we doing? Jeff Easley talked about continuing to work at improving our organization's ability to work within the intent of Arkansas FOIA directives. Possibility of having a guest speaker, discuss examples of methods used to meet the requirements. Maybe have the guest speaker attend the November meeting to assist us in becoming better stewards at fulfilling the guidelines.

Member Steve Long asked why we would do this now versus waiting until after the next election of new directors. Discussion emphasized the importance of doing a continuous recurrent training program for this topic. Dr. Redwine provided input for a possible source of expertise from the Arkansas Association of Counties.

- 9.2. Memento for Hank Euler's wife. Progress update. This is a work in progress. Don't want to be too elaborate concerning presentation, etc. Firefighters are taking the lead on this.
- 9.3. Bikes, Blues and BBQ participation at Grimes Station. Progress update on possible fund raising. The organizers of BBB do not have a problem with BLFD conducting fund raising activities at the same time as their event.
- 9.4. Community support of firefighters during holiday periods was brought up by Kelly Lewis.
10. Adjournment. **Motion made by Jerry Hudlow to adjourn meeting. Seconded by Todd Weber. Meeting adjourned at 8:14 PM by unanimous voice vote.**



SUBMITTED BY: Curtis Hathcock, Board Secretary