



BEAVER LAKE FIRE DEPARTMENT

BOARD OF DIRECTORS MEETING MINUTES



Date: **Tuesday, September 12, 2023**

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

Place: **Prairie Creek Association Community Room**

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

Zoom Link: https://us06web.zoom.us/rec/share/CkODlu572n18UJoYIM20Q_81w9zE-gmi62o8CUXeR71a6XSQ9lVoFDX10R63_cIo.qFCA_95TU8Jo-XNU?startTime=1694559665000

1. CALL TO ORDER – 1800

- 1.1. Directors attending in person: Gisela Cruz, Jeff Easley, Monte Gagliardi, Curtis Hathcock, Jerry Hudlow, Larry Smith, Laura Tucker
- 1.2. Special Board members attending in person: Chief Dusty Qualls
- 1.3. Attending via Video:
- 1.4. Absent: Todd Weber, David Caudwell, Austin Harris
- 1.5. Determination of Quorum Present. A quorum is present to conduct business.

2. Changes to Agenda. Announcement of Board Officer resignation.

- 2.1. The Chairman of the Board Larry Smith resigned his position as Chairman of the Board. He asked if there were any recommendations from other board members or the spectators to fill his office. Upon no other recommendations, Larry Smith nominated Jeff Easley, Vice Chairman, to the position.
- 2.2. Motion and Vote to approve position of Chairman of the Board. **Motion was made for a vote to approve Jeff Easley as the new Chairman of the Board effective immediately. Second, was made by Curtis Hathcock. Jeff Easley was approved by unanimous voice vote as the new Chairman of the Board.**
- 2.3. Moment of Remembrance for Director Patrick Kelley. There is a Celebration of the Life of Pat to be held September 30th, 5:00 P.M. at 11655 S. Brigance Rd, Gentry AR (watch for signs helping to navigate). Please feel free to bring lawn chairs, a cooler with BYO (Bring Your Own) stuff and drink while we celebrate Pat's life with stories from those who know him.

3. Announcements. Reminder for General Membership of open call to serve as Director on the Board. Two Director positions are currently vacant. Volunteers to fill the position should contact any of the current directors if interested.

4. Disposition of Previous Meeting Minutes.

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- 4.1. Approve Board of Directors August 8, 2023, Meeting Minutes. Chairman requested Board members for a Motion to approve the minutes for the Board of Directors meeting held August 8, 2023. **Motion was made by Monte Gagliardi. Gisela Cruz made a second. The minutes were approved by unanimous voice vote.**
5. Open to Public Comments.
6. Reports of Officers
 - 6.1. Fire Chief Operations Report
 - 6.1.1. Chief Qualls to review activity using a new tracking chart.
 - 6.1.2. Reported that one of our EMT's fulfilling the Mercy Contract has moved on to a new organization. However, he will continue to help with BLFD.
 - 6.1.3. Chief Qualls made a request to the organization for assistance in equipping a fitness training room for personnel.
 - 6.1.4. The volunteer side of BLFD will be a main focus going forward in 2024, currently we have one volunteer that has been training and responding with the BLFD. With other focuses needing attention until the end of the year, the volunteer program will be slow to develop until then.
 - 6.2. President's Report – No new updates.
 - 6.3. Treasurer's Report – Review of financial documents. Gisela Cruz and Laura Tucker highlighted and reviewed financial statements. Significant importance is that the Line of Credit debt has been completely paid and at a zero balance. The 2024 budget is underway and will be given to the budget committee to review over the next month. Budget committee includes Chief Qualls, Laura Tucker, Jerry Hudlow, David Cauldwell & Gisela Mejia.
 - 6.4. Current Checking Account Balance - \$51,485.46 Line of Credit Balance: \$0.00
 - 6.5. **Motion made by Larry Smith to accept financial documents as presented. Second, made by Monte Gagliardi. The financial documents were approved by unanimous voice vote.**
 - 6.6. Secretary's Report – No new updates.
7. Reports of Committees – No updates from committees on any new activity.
8. Old Business
 - 8.1. EMS Contract – Update. Monte Gagliardi brought up the idea of forming a committee to oversee any new contract with a new ambulance service provider. Especially if they are co-located in our facilities. During further discussion it was determined that a more accurate term would be to make Monte the primary liaison (point of contact) to the board for issues that may arise during the selection and future operations of any ambulance/EMS provider organization. The goal is to keep communications open and transparent. There is a meeting scheduled later this month that may provide more detailed information concerning the transition.

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- 8.2. Request to change BLFD Area of Responsibility (Improvement District? / Fire District?) - Initial communication for input from Hwy 94 East FD was made back in July with Chief Eric Smith. After discussions with Fire Chief Eric Smith (Hwy 94 East FD), email has been sent to JP1 Jeff Dunn and JP2 Ken Farmer to get their input on the process to redraw the fire districts for the 2 fire departments to more accurately address the concerns raised by Mr. Ketron. Curtis Hathcock provided a view of the email sent to the Justices of the Peace explaining the drawings depicting the drawing changes being recommended by the 2 fire departments. Awaiting responses.
- 8.3. Improvement District Dues/Transparency Reporting – General member queries suggest we should spend time continuing this pursuit at each successive meeting until a final approved process has been completed.
 - 8.3.1. Discuss target funding level. Suggest the use of the approved fixed rate fee funding level (approximately \$520,000 annually) be used as the target funding level for calculation purposes. The objective is to look at many options on how the dues may be calculated. We are not attempting to raise dues from the level that was approved by the Special Election last May. There was unanimous agreement during discussion that this funding level would be used as the budget limit for developing the “fairness fee” calculation method to be presented to the general membership for discussion and approval.
 - 8.3.2. Table further discussion till next meeting.
- 8.4. BLFD Bylaws Review/Update/Amendment.
 - 8.4.1. Agree on new format. Curtis Hathcock is presenting a recommendation to use today’s corporate formatting for documents that clearly label paragraphs with numbers and subparagraphs using a decimal continuation (example, 1. Article, 2. Business, 2.1 Name, 2.2 Location, 2.2.1...).
 - 8.4.2. Open discussion on Article 1 - General.
 - 8.4.2.1. Formatting. Curtis Hathcock, Secretary began discussion on how for this process he was going to use the numbering format like that previously noted in 8.4.1 of these minutes.
 - 8.4.2.2. Discussion to determine the best address to use for official correspondence, business, etc. led to reviews of addresses used in the past on tax forms, articles of incorporation and previous bylaws.
 - 8.4.2.3. The mission statement for the organization was discussed. Some concern was voiced reference to any legal responsibilities we could incur from not having a clear understanding or statement of what “emergency services” means. Should the Mission statement be brief with further breakdowns in subparagraphs for purpose, General Service Area, Mutual Aid, etc. Other categories may also include fire prevention, education, etc. More discussion and input are required as we work to get this corrected.
 - 8.4.3. Table further discussion till next meeting.

9. New Business.

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10. Miscellaneous Business. This section of future minutes and agendas will be moved prior to Old and New Business. This is to provide an opportunity for the public attending to determine whether they want to remain for the potentially lengthy discussion periods concerning old business items.
 - 10.1. John Redwine, audience member, wanted to know if there is any further work being done on a County wide Fire Department. To the board's knowledge, that is a county issue which we have been advised by the County Judge is something that if it progresses in that direction will be some time down the road.
 - 10.2. FOIA briefing to discuss process. Potentially have a guest speaker. Jeff Easley reiterated we are hoping to have a guest speaker to provide information at a future meeting.
 - 10.3. Bikes, Blues and BBQ participation at Grimes Station. Progress update. Kelly Lewis has graciously taken on the task of coordinating a fundraising effort to coincide with the BBB event. She has made notifications to other members via the Nextdoor Social App and other means. The community personnel have made many offers to assist in running the quasi refreshment stand for the public.
11. Adjournment. Jeff Easley, Chairman, called for a motion to adjourn. **Motion made by Jerry Hudlow to adjourn meeting. Seconded by Curtis Hathcock. Meeting, adjourned at 7:30 PM by unanimous voice vote.**



SUBMITTED BY: Curtis Hathcock, Board Secretary