



# BEAVER LAKE FIRE DEPARTMENT

## BOARD OF DIRECTORS MEETING MINUTES



Date: **Tuesday, October 10, 2023**

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

Place: **Beaver Lake Fire Department, Station 1**

Location: **16035 Cypress LN, Rogers AR 72756**

Zoom Link: <https://us06web.zoom.us/j/89598124894>

1. CALL TO ORDER – President of the Board, Todd Weber called the meeting to order.
  - 1.1. Directors attending in person: David Cauldwell, Monte Gagliardi, Curtis Hathcock, Jerry Hudlow, Gisela Cruz, Todd Weber
  - 1.2. Special Board members attending in person: Chief Dusty Qualls
  - 1.3. Attending via Video: Laura Tucker
  - 1.4. Absent: Jeff Easley, Larry Smith
  - 1.5. Determination of Quorum Present. A quorum was present to conduct business.
2. Changes to Agenda. (if applicable) None.
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.
  - 4.1. Approve Board of Directors September 8, 2023, Meeting Minutes. No changes made to Draft minutes for last meeting sent to Board members for review. Todd Weber called for any comments. None were presented. **Motion was made by Curtis Hathcock and seconded by Todd Weber. Minutes were approved by unanimous voice vote.**
5. Open to Public Comments.
  - 5.1. Sheila Gallagher, BLFD member, made comments. She summarized her thoughts on budget development and ideas of having a plan for 2024.
  - 5.2. She presented her “Plan to Add Value 2024” for BLFD. Handout distributed showcased 6 areas; 1) Full Fire/EMS Coverage with Responsible budget management; 2) Value Add for Employees; 3) Value Add for Members; 4) Value Add for Donors; 5) Value Add for Board members; 6) Value Add for Others. Many examples of processes were provided for each area.
  - 5.3. Todd Weber confirmed that the proposed budget for 2024 would be discussed during the next board meeting with plan to vote for final approval during December meeting.
6. Reports of Officers

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- 6.1. Fire Chief Operations Report - Review activity tracking chart. The Chief said the BBB event was a success and provided great personal contact with very good participation. The Chief met with Pafford about a possible EMS contract to begin in late December. Providing EMS services has been tough during the past few weeks. While we have maintained coverage, Mercy has had some personnel issues. Recently, 4 backup callouts were made to provide coverage while our EMS team was already dispatched.
- 6.2. President's Report – No new updates.
- 6.3. Treasurer's Report – Review of financial documents. Gisela presented a review of balance sheet, profit and loss by class, and current budget analysis. She reiterated that the line of credit was paid in full in September.
- 6.4. Secretary's Report – Received updated parcel listing from Benton County Assessor's office concerning collection of dues. I have forwarded the Assessor's office email to all board members. We must review and provide our changes to the County no later than December 15, 2023. This is in accordance with the Assessor's request and State law.

My initial review showed an increase in parcels from 4186 to 4366. Most of this increase may be from reference data that does not affect the bottom line for revenue. I am working on a spreadsheet to easily interpret the information and provide the board members with the owner and type of each parcel.

Information sent to directors should be reviewed prior to the next meeting. Discrepancies or questions will be discussed at the November meeting.

7. Reports of Committees – No updates from committees on any new activity.
8. Old Business
  - 8.1. EMS Contract – Update. Pafford is the likely awardee for the EMS contract. The effective date of the contract will be December 27, 2023 and run for approximately 4 or 5 years. Negotiation of facility usage at our main fire house at 16035 Cypress LN, Rogers AR 72756.
  - 8.2. Request to change BLFD Area of Responsibility (Improvement District? / Fire District?).
    - 8.2.1. Received feedback from JP1 Jeff Dunn and JP2 Ken Farmer via email in which they provided confirmation that our request has been addressed by the county and corrected. I will try confirming with the election commission to validate that Mr. Ketron will be able to vote on future issues concerning BLFD addressed on county election ballots.
    - 8.2.2. Consider this item completed.
  - 8.3. Improvement District Dues/Transparency Reporting – Table further discussion till next meeting.
  - 8.4. BLFD Bylaws Review/Update/Amendment – Table further discussion until next meeting. A question from the gallery asked if any changes discussed to date are in effect. The board stated that no changes have been made to the 2019 Bylaws for BLFD. The board has only opened the

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topic for discussion. Any changes will have to be voted upon for approval and a new document filed with the Benton County Clerk.

9. New Business. Chief Qualls informed the board that the Special Board Member representing the firefighters, Austin Harris, resigned due to personal events. Chief Qualls completed a vote of the firefighters and submitted Justin Stanbery to the board for approval. **Todd Weber made a motion to accept Justin Stanbery as a new special Board member. Motion was seconded by Monte Gagliardi. The motion was approved by unanimous voice vote.**
10. Other Business.
  - 10.1. Gisela provided an update on helmet presentation to Mrs. Euler.
  - 10.2. Kelly Lewis brought up approaching Thanksgiving Day meal support for firefighters. Chief Qualls said planning for 4 to 5 people should be sufficient.
  - 10.3. Next Board Meeting is scheduled for November 14, 2023.
11. Adjournment. **Todd Weber called for a motion to adjourn. Jerry Hudlow put forward the motion to adjourn the meeting. Seconded by Gisela Cruz. The motion was approved by unanimous voice vote.**



SUBMITTED BY: Curtis Hathcock, Board Secretary