

BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC MEETING HELD AT THE BLUE RIDGE FIRE STATION

FRIDAY, MARCH 16TH, 2018

1. CALL TO ORDER – Meeting was called to order at 11:01 AM by Chairman Shannon Scott
2. PLEDGE OF ALLEGIANCE- Chairman Scott led the assembly in the pledge of allegiance.
3. ROLL CALL OF BOARD MEMBERS - Members present were Shannon Scott, Pete Fenton, Jack Beale, and Cindy Perelli. Monty Blosser was absent.
4. REVIEW AND ADOPTION OF AGENDA
Chairman Scott asked for a motion to adopt the agenda. Mr. Fenton made a motion to approve the Agenda as written. There was no discussion and the motion passed 4-0.
5. APPROVAL OF PREVIOUS MINUTES
Chairman Scott asked for a motion to approve the minutes from the Board Meeting held on February 16th, 2018. Mr. Fenton made a motion to approve the Minutes from February 16th, 2018 as written. Mr. Beal seconded the motion. There was not discussion and the motion passed 4-0.
6. ANNOUNCEMENTS
 - a. The next meeting to the Blue Ridge Fire District Board will be Saturday April 21st, 2018 at 11 AM
7. CALL TO THE PUBLIC –
There were no members of the public who wished to speak.
8. REPORTS AND CORRESPONDANCE
 - a. Board Chairman's Report – Mr. Scott gave a brief summary of the items the Board is working on which will be presented at a future Board Meeting.
 - b. Fire Chief's Report – Chief Paine gave his monthly report to all present. A copy of this report is available for public review in the Public Book at the Fire Station.
 - c. Committee or other reports – Ms. Perelli gave a summary of the activates of the Budget Committee meetings and felt that there was no further need for the Committee to meet, unless the Board determined that additional meetings were necessary.
9. OLD BUSINESS
 - a. 2016/2017 Audit presentation to the Board by Jim Saunders of Saunders and Co.
 - I. Mr. Saunders gave a summary of the Audit results to the Board by phone, and read required statements form the annual Financial Statements from June 30, 2017. Mr. Saunders asked if the Board had any questions regarding the information presented. Board members had no questions for Mr. Sanders and the call was concluded.
10. NEW BUSINESS
 - a. Discussion and possible action to approve the District Monthly Financial Report for February 2018.
 - I. Discussion on how the Board wishes to receive these monthly reports.

Mr. Scott asked for a motion to approve the February Financial Report. Ms. Perelli made a motion to approve the February 2018 Financial Report as presented. Mr. Beale seconded the

motion. There was some discussion as to which Board Members wanted to receive electronic copies of this monthly report and who did not. With no further discussion, the motion passed 4-0.

- b. Budget Committee presentation of the preliminary (DRAFT) Budget to the District Board and discussion about same.

Chief Paine provided copies of two proposed Budget scenarios for 2018/2019 FY, drafted by the Budget Committee, to the Board. Chief Paine proceeded to go over each budget line item and answered questions from Board members as necessary. A few suggestions were made and it was agreed that it was early in the process and that some of the numbers could change. No action was required by the Board at this time and the preliminary review concluded.

- c. Discussion and possible action to vote to go into executive session to perform a quarterly employee performance review, pursuant to A.R.S. 38-431-03(A)(1).

Chairman Scott asked for a motion to vote to go into Executive Session. Mr. Perelli made a motion to vote to go into Executive Session and Mr. Fenton seconded the motion. Mr. Scott asked for discussion and suggested that we make a change to the way these employee reviews are handled. Instead of going to Executive Session at this Meeting that each Board Member take their Evaluation and meet Chief Paine individually to go over them. The Board would then meet and go over the Evaluations together at the next Board Meeting. All Board Members and Chief Paine agreed that this was a good idea. This item was tabled and will be placed on the Agenda for the next Board Meeting.

11. FUTURE AGENDA ITEMS

- a. Executive Session for Quarterly Employee performance review
- b. Presentation of 5 Year Plan, Board Goals and Mission Statement
- c. 2018/2019 Draft Budget presentation/discussion.

12. ADJOURNMENT

The Meeting was adjourned at 1:11 PM

Respectfully submitted:

Respectfully submitted: Cynthia Perelli Date: 3/18/2018
Cynthia Perelli, Clerk of the BRFD Board

Approved: _____
Cynthia Perelli, Clerk of the BRFD Board