

**Bexar County
Emergency Services District No. 10
Meeting Minutes
February 15, 2016
7:00 P.M.**

Bexar County Emergency Services District No. 10 conducted a meeting at the Gardendale Volunteer Fire Station located at 7385 Gibbs Sprawl on February 15, 2016 beginning at 7:00 P.M. The following was discussed;

1. Call the Meeting to Order at 7:04PM and established a Quorum by Commissioner P Kelley. C. Kelley was unable to attend.
2. Citizen Public Forum. (3 minute time limit per individual.) There weren't any citizens present to speak during this segment.
3. Approval of the meeting minutes from the January 18, 2015 meeting. Commissioner Yates motioned to accept the minutes, second was made by Commissioner Lazar. Motion passed 4/0
4. Discussion, updates and/or action on the following items;
 - a. Discussion and appropriate action on applying for a credit card from Frost Bank. Commissioner Lazar motioned to apply for a credit card from Frost Bank and have 2 signers from the fire department as authorized signers, second was made by Commissioner Gray. Motion passed by 4/0.
 - b. Discussion and appropriate action to Purchase a fire proof cabinet. Robert Hogan requested the ESD purchase a fireproof file cabinet for document storage. Commissioner Yates motioned to purchase the cabinet, second was made by Commissioner Lazar. Motion passes 4/0
 - c. Update on the County seminar held on January 23rd to ensure that the Board members received their training as required by the State. Commissioners discussed the event and felt it was beneficial verse attending the Safe D conference. Commissioner P. Kelley attended the webinar with technical difficulties and will attend a make-up session. No action required.
5. Items of Interest to the Board by the Gardendale Volunteer Fire Department Chief.
 - a. Run Report. The Chief gave the board a copy of the run report for January. He spoke briefly on the calls the department responded to.
 - b. Presentation of current budget and bills that were paid over in January. The Chief presented the board with copies of the financials and receipts for January.
 - c. Report by the Fire Chief on any items that the District should be made aware of. The Chief reviewed the proposed Volunteer Stipend Program, no concerns were raised by the Commissioners. The Chief will present the program to the ESD lawyer for review.

6. Financial Report.

- a. **Review of Tax Revenues received to date. Mr. Hogan summarized and reviewed the revenues and expenditures of the District with the Board. There were no issues with any of the financials.**
 - b. **Review and appropriate action to pay the bills for the District. 4 bills were presented for payment, Direct TV \$109.95, Direct Tv \$103.04, Burns Anderson \$4,405.95 and Pam Kelley training reimbursement \$155.00. Commissioner Lazar made the motion to pay the bills for the district, second made by Commissioner Yates, Motion 4/0.**
 - c. **Review and appropriate action approving the bills of the Service Provider and monthly payment to the Service Provider for their services to the District. Commissioner Lazar made a motion to approve the bills of the service provider and monthly payment, second was made by Commissioner Gray. Motion carried by a vote of 4/0.**
- 7. Determine date, time and possible agenda items for next meeting. The next tentative scheduled meeting will be on March 14, 2016. There was nothing to add to the agenda at this time.**
- 8. Adjourn. With no further business before the Board, the meeting was adjourned at 8:01 PM.**

Attest:

Mr. Robert Hogan

Ms. Janice Gray Secretary