

HOLLIS COMMUNITY COUNCIL, Inc. MEETING

Minutes

Proper notice of the meeting date/time was given per the Hollis Community Council, Inc. By-laws

TUESDAY, December 12, 2017

7-9PM

FIRE HALL, HOLLIS, ALASKA

Board Members Present: John Ryan, Steve Gass, Sandra Nessel, Dan Sharp

Absent Board Members: Roger Cates, Ron Curtis, Tom Harden

Council Members/visitors Present: see attached roster

MEETING CALLED TO ORDER BY Sandra at 7:12

A. APPROVAL OF MINUTES

Minutes for November 14, 2017 meeting presented for approval.

Motion to approve: Steve - Second: Dan

Discussion: None

Vote: Yes 6 - No - Abstained

B. Reading of Correspondence- Secretary: None

C. Community Announcements

D. Committees/Department Reports: (Please have reports either typed or hand written and presented to the secretary after the report is given so they may be included in the record). Per the implementation of the new By-Laws, reports will be given by the Standing Committees in addition to the following:

Committees: If an individual is interested in serving on a standing committee, please submit your name to any board member or the committee chair.

1) Finance Committee: John Ryan, chair.

a) Checking account Balance: 127,990.12

b) Audit:

Refund of \$110, AC \$27, Unknown deposit \$50, \$15 Interest.

2) Annual Fire Department Fundraiser:

Chair- Lisa Cates, Committee Members- **Membership is open to any interested individual on the Council**

a) Complete financial report.

Total receipts: _____

Total costs: _____

Net: _____

3) Fourth of July Celebration:

4) Chair - Ron Curtis, Committee Members – Steve Gass, Ezra Clark, Colleen Watson

a) No Report Due.

5) Cemetery Committee:

Chair- Deena Taylor, Committee Members- Sandra Nessett, Brian Hallstgrom, Steve Gass

a. Status of Trust set-up for Perpetual Care.

This is pending as Tom Harden and Deena Taylor are still gathering information on various ways to set up funding for perpetual care. No funds have been spent on this to date. Report on a budget/anticipated costs will be compiled and presented at the November meeting.

b. Status of needed guidelines for burial as stated in State Dept. of Health Rules or other regulatory agencies. Information is being gathered. The committee needs to meet to set proposed guidelines and present to the Council at the November meeting.

c. Status of guidelines for cemetery plot purchase. Pending, update at the November meeting

d. Price confirmation of plots. Currently recommended is \$200 per plot, but recommendation to evaluate the cost being stated will be enough to provide for the revenue a trust will generate for perpetual care of the property. Pending, update at the November meeting.

e. Status of guidelines for record keeping. Who is responsible. Pending. Update at the November meeting.

Appointed Committee(s):

6) Second Class City Forum:

Chair- Steve Gass, Committee Members- Actively Seeking

Working on an open letter. What the mission of the committee should be.

7) By-law/Articles of Incorporation Committee:

Chair- John Ryan, Committee Members- Tom Harden, Ron Curtis, Dan Sharp

Looking for changes, comments, anything that needs to be addressed.

8) Strategic Planning Committee:

Chair- Ron Curtis, Committee Members- Roger Cates, Lisa Cates

No change in status. Ron will begin work on this once the record retention policy is completed.

Work Groups:

1. **Emergency service:**

Committee Members- Lisa Cates, John Ryan, Bill Sharpes

Lisa Absent. Standard operating procedures 2017. Hollis Fire Department (9 pages). Table for January Meeting. Looking for input and comments.

2. **Document Control** - Ron Curtis

- Only Tom has signed up on Dropbox.

Department Reports:

1) **FIRE/EMS: Bill Sharpes – Absent, No Report**

a. Vehicles: .

b. Emergency Calls since last meeting. No calls, No runs, No EMT.

c. Training: Keith Michaels, Training Officer, Assistant Fire Chief

Dan Sharp brought batteries for smoke detectors.

POW Group Membership Reports

1) **POWCAC – Ron Curtis – Did not attend but see the attached Transportation plan and Opioid forum documents Attached.**

2) **POWWA – Sam Schlobohm – Absent**

OLD BUSINESS:

1. Locks on building: John Ryan Will be completed as soon as we know membership.

2. CAPSIS: Ron Curtis

a) No change in status

3. Fish and Game Proposals, status: John Ryan

No Agenda yet. January 12-15 in Sitka. Harris Air flight is \$450. Motion was made by John Ryan to put aside \$1000 for; Travel, Hotel, per diem for one. Dan Sharp 2nd the Motion. Vote to approve Motion. Yes 6, No 0, Abstain 0.

NEW BUSINESS:

1) Broken heater in need of repair. Blower motor is broken. South East mechanical. Motion made to repair by Sandra Nasset, 2nd Steve Gass. Vote to approve motion; Yes 6, No 0, Abstain 0.

Motion to adjourn : Sandra
Meeting adjourned: 8:00

The next council meeting will be on Tuesday, January 9, 2018, Community Room, Fire Hall, 7-9PM.