

**AGENDA**  
**NAFRS Board Meeting**  
**February 15, 2018; 8:00am**  
**LOC: Northfield Police Department**

1	Approve Agenda	<b>(Page 1)</b>
2	Approve Minutes	January 18 minutes <b>(Pages 2-4)</b>
3	Chief's Report	
4	Finance	1. <b>Motion 2018-4</b> approving disbursement batches 80 and 81 <b>(Pages 5,6)</b> 2. Financial Report <b>(Pages 7-9)</b>
5	Auditors Report	1. Tom Olinger, Partner, AEMCPA
6	Cost Allocation Formula	1. <b>Motion 2018-5</b> planned amendment to JPA – Cost Allocation Formula
7	Committee Assignments	1. <b>Motion 2018-6</b> proposed amendment to JPA- Committees Assignments <b>(Page 10)</b>
8	Facility	1. Update on facility financing schedule (Martig)
9	Website Overview	1. Orientation on where to find relevant materials on the website. <b>(Pages 11-13)</b>
9	Administrative	2. Report Back from New Member Orientation <b>(Page 14)</b> 3. McGrath Report Next Steps (On NAFRS website at <a href="http://www.nafrs.org/special-projects.html">http://www.nafrs.org/special-projects.html</a> )
10	Adjourn	

**NAFRS Board Meeting Minutes  
February 15, 2018; 8:00am  
Northfield Police Department**

**Board Meeting Attendance**

<b>Voting Members:</b>	present	absent	late
Anne Haddad	X		
Glen Castore	X		
Lee Runzheimer	X		
Dana Graham	X		
Paul Liebenstein		X	
Glenn Switzer		X	
Bron Scherer		X	
Jessica Peterson-White			X

<b>Ex-officio Members:</b>	present	absent	late
Kevin Estrem	X		
Brian Edwards		X	
Ben Martig		X	
John McCarthy	X		
Monte Nelson	X		
Gerry Franek	X		

**Meeting called to order at 8:10am**

1	Approve Agenda	All in favor, no changes
2	Approve Minutes	All in favor of approving January 18 meeting minutes
3	Chief's Report	<ul style="list-style-type: none"> <li>-New Firefighters have completed FF 1, 2, and Hazmat, and can now respond to calls.</li> <li>-Met with building official at Sterling Pharmacy, Cub Foods.</li> <li>-Franek and Peterson-White attended Mayors Youth Council at Sr. HS.</li> <li>-Implemented use of Scott infrared thermal imaging masks.</li> <li>-Faust &amp; Simonson attended leadership course in Alexandria 2/9 and 2/10.</li> <li>-Repairs starting on Rescue Truck.</li> </ul>
4	Finance	<ul style="list-style-type: none"> <li>3. <b>Motion 2018-4:</b> Approved disbursement batches 80 and 81 (Peterson-White, Runzheimer)</li> <li>4. Financial Report; McCarthy presented report in Scherer's absence.</li> </ul>

5	Auditors Report	Tom Olinger, C.P.A. at AEM presented the completed 2017 Audit Report; copies of the Final Management Letter and the Final Audit Report have been sent to Members, per the JPA.
6	Cost Allocation Formula	Planned amendment to JPA – Cost Allocation Formula  <b>Motion 2018-5:</b> Postpone this motion to the April meeting for a clearer understanding (Haddad, Castore). Graham asked that Finance Committee meeting materials be available well in advance to give adequate time to review.
7	Committee Assignments	<b>Motion 2018-6</b> proposed amendment to JPA Committees Assignments (Castore, Graham)  <b>Motion 2018-7:</b> Moved to adopt proposed revision to JPA by-laws (Peterson-White, Castore)
8	Facility	Martig provided an update on the Facility Financing Schedule; schedule will be posted on the NAFRS website at <a href="http://www.nafrs.org/facility-project.html">http://www.nafrs.org/facility-project.html</a> .
9	Website Overview	Char Stanke presented an overview of the NAFRS website, and where Committee Members can locate helpful resources, documents, and calendars.
9	Administrative	4. Report Back from New Member Orientation: Haddad reported on the New Member Orientation, held on February 2. 5. McGrath Report Next Steps: The meeting regarding the McGrath Report is scheduled for Friday, April 6, from 10:30-11:30am at the Northfield Police Department. A copy of the report is available on the NAFRS website at <a href="http://www.nafrs.org/special-projects.html">http://www.nafrs.org/special-projects.html</a> )
10	Adjourn	Meeting adjourned at 9:15am