



SPARTA VOLUNTEER FIRE DEPARTMENT

Office of the Board of Directors

7041 Sparta Road - Belton, TX 76513 - <http://spartavfd.com>

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November 9, 2019

Re: Minutes for Meeting October 29th, 2019

- 1) Brad Bliven called the monthly SVFD Board of Directors meeting to order at promptly 19:04 on October 29th, 2019.

Members in attendance were:

- Craig Thornton – President
- Sean McNemee – Vice President
- Pat Beard – Treasurer
- Brad Bliven - Secretary
- Kevin Rhoton – BOD Trustee
- Mathew Mullins - Chief
- Jordan Odle – Assistant Chief
- Jim Doyle – Lieutenant
- Jason Eckels - Sr. Firefighter
- Dustin Taylor - Firefighter
- Nicholas Rudl- Firefighter
- Jacob Tusing – Firefighter
- C Baker – Firefighter
- Quinn Westwood – Firefighter
- Cody Darmody – Firefighter
- Sean Gramm – Firefighter
- Ed Beard – Honorary member

Guests in attendance were:

- Casey Young - Resident
- Mitch Day – Resident
- Tom Kirwin - Resident
- Chris Luce - Resident
- Katherine Odle – Volunteer
- Bobby ? – Resident

- 2) **Pledge of Allegiance:** Pat Beard led the group in the Pledge of Allegiance.
- 3) **Adopt the Order of the Day:** Sean made Motion to accept the order of the day, Craig seconds and the attendees unanimously approved (no members abstained)
- 4) **Review Minutes from September Meeting.** Motion Made by Sean to accept the minutes of the day, Seconded by Craig and the attendees unanimously approved (no members abstained)
 - Brad and Matt to ensure the spelling of all members is correct on the SpartaVFD web site.
 - NOTE TO ALL: the meeting minutes for all BOD meetings will be posted to the Sparta VFD web site. They will no longer be printed and supplied on paper to save costs and protect the environment. The web site is <http://spartavfd.com/>
- 5) **Treasurer Update:** Pat Beard covered the monthly financial update. Printed financial records provided upon request to the SVFD Board.
 - Sep Bank statement was not available prior to the meeting.
 - Current Balances:
 - Checking Account Balance: \$3691.24
 - Savings Balance: \$1874.65
 - Current balance for Building Fund (Extraco Centraland): \$26,510.54

- Building fund Salado Extraco account: Current balance is \$500: Sean makes motion to close this account and move the funds from Salado Extraco to the main building fund (Extraco Centraland) Craig seconds the motion and the attendees unanimously approved (no members abstained)
- Extraco Bills expected for October ~\$800
- A second letter from the IRS charging SVFD for \$3800 late filing fees has been given to Robert (CPA) Pat has declined to pay this fee since the CPA was unable to get the taxes entered before the deadline.
- Sean makes motion to accept the Financial update, Matt seconds the motion and the attendees unanimously approved (no members abstained)

6) **Public Forum:**

- Mitch Day spoke of concerns he has with the reputation of the SVFD and stressed that the SVFD Corporation as a whole needs to work to improve relations with the residents they serve.
- Tom Kirwin who is part of the Woodlake HOA stressed that he hears positive comments about SVFD from the residents of Woodlake. Tom also offered access to the front entrance of Woodlake for any drills or simply space for Operations.

7) **Report of Committees:**

- **Training:** Update provided by Chief Matt Mullins
 - Bell County Opp Training. Back to the Basics Feb 7-8-9 and other date. Matt will push the details out via the new SVFD G Suite.
 - There is a county wide Mutual aid agreement between stations so it was discussed that we could ask for assistance and use of others who have a cascade system.
 - Jordan updated the group that the weekly training will be announced via GSuite
 - CPR Classes will be set up by Matt and will be communicated
 - EMR Classes will be investigated and offered as soon as possible.
- **Fund Raising:** Pat Beard
 - \$4300 was raised by the the department at the recent BBQ for the building fund.
 - Pat offered everyone an option to buy a t-shirt for the annual toy run.
 - Suggestion was raised to get with Mod Pizza for a fund raising event. 20% of all sales will be given to the department. Pat will get with Matt or Jordan to coordinate.
 - Thursday is Halloween. The truck will be parked in two places to hand out candy. Assistant Chief Odle to coordinate.
 - Fall festival with Anchor of Hope on Nov 9th. Rock painting and donations. Would like some Opps with Engines in attendance. Assistant Chief Odle to coordinate.
 - Dec 1st Toy Run is the last event. Sparta is leading the pack followed by Kempner. Meeting next week to finalize. Assistant Chief Odle to coordinate.
- **New Fire House:**
 - Craig has called and received quotes from architects which indicate that in order for us to have restrooms, the facility must be ADA compliant which dramatically increases costs well beyond our current budget.
 - No Permit is needed to build just a station, this means the building will not have restrooms but they will be added when funds are available to do so.
 - Culverts are now installed. Bell County installed them and will replace them if they are damaged or washed out.
 - Plans will be delivered from CSM Construction for excavation.

- Building Committee: Will be led by Craig Thornton and Kevin Rhoton, Jordan Odle & Jim Doyle volunteered from Opps. The building committee will work together to make recommendations for the build which will be then approved by the BOD.
- Publicity ground breaking ceremony will be arranged.
- Craig, Jordan and Jim will arrange for the building site signs with Signs of the Times.

8) **Old Business:**

- Missing reports from September are still outstanding. Matt and Jordan are asking all members to please complete their reports ASAP.

9) **New Business:**

- **Operations:**

- Surplus equipment is sitting outside, Jordan would suggest to get the engine in doors with the freeze pending. Matt will call Central bell and ask if we can park our Engine at their facility.
- Winterization processes will start this week.
- Each member will be getting a state issued ID card indicating they are certified. These cards need to be on them for all calls.
- Surplus equipment will be posted to be sold. Jordan and Matt will come up with a list of items to sell.
- Matt is facilitating the build of a SVFD Member Gsuite which will be used for Calander of events, Email communications, and file storage. The BOD will be posting all executive level documents such as the By-Laws, agendas and meeting minutes on this GSuite account as well. Each member in attendance was set up by Matt personally.
- **Auxiliary:** Katie Odle has been accepted part of the Auxillary.
- **New Membership:** None:

10) **Board of Directors Update:**

- SpartaVFD Website is being updated. Images of calls should be provided so we can update the site.
- All members should communicate future agenda topics to Matt or Brad directly.
- The BOD won an SUV at auction with the intent of using it as an EMS run vehicle. Operations stated they would prefer to run a truck to ensure they have all tools needed for any run. The BOD then approved the sale of the SUV to an SVFD member to retrieve the funds used to purchase it. The sale ensured no cost to the SVFD was incurred due to the purchase of the vehicle.

11) **Adjourn:** Motion made to adjourn by Brad Bliven, seconded by Jim Doyle, all present approved unanimously (no abstained votes) Monthly meeting closes at 22:30:00

Certification:

I do hereby certify that this a true and correct record of the Sparta Volunteer Fire Department's monthly Board of Directors meeting held October 29th, 2019. Attested to this the 11th of November, 2019

 Recoverable Signature

X 

Brad Bliven
 Secretary - Sparta Volunteer Fire Department
 Signed by: brad.bliven@acer.com