

Ester Volunteer Fire Department  
3570 Old Nenana Hwy  
PO Box 229  
Ester, AK 99725-0229



Phone 907-479-6858  
Fax 907-479-9883  
www.esterfire.org  
chief@esterfire.org

## Board of Directors Meeting

October 12, 2020

Meeting location: via Google

### Minutes:

- 1) **Call to Order**
  - A) **Members present – Jenny Brown, Syrilyn Tong, Daniel Weatherly, Nannette Rouleau, Dan Waldroup, Ed Raneille, George Rainey**
  - B) **Members absent – Barb O'Donnell**
  - C) **Quorum met? Yes**
  - D) **Public Present – Stephanie Thibedeau**
- 2) **Appointments for the meeting (special chair or secretary if needed) Nannette Rouleau**
- 3) **Public Comment- None**
- 4) **Approval of prior minutes- Daniel Waldroup moved to accept, Nannette seconded**
- 5) **Elections – Syrilyn asked for all of us to give a bio. President -Daniel Waldrom nominated Syrilyn, Ed seconded. All approved. Vice President- Syrilyn nominated Dainel Waldroup, Ed seconded, all approved. Secretary-Ed nominated Dan Weatherly, Daniel Waldroup seconded, all approved. Treasurer- Syrilyn nominated Nannette, Daniel Waldroup seconded, all approved**
- 6) **Reports**
  - A) **Treasurer's Report- Review of assets and expenditures. Check 15732 follow up on septic, PayPal in the amount of 1062.00 to be followed up on. Account 7042 bank charges of 782.08 to be followed up on**
  - B) **Fire Chief's Report- See attached**
  - C) **Commissioner's Report None**
  - D) **Committee Reports-**
- 7) **Unfinished Business**
  - A) **Annual meeting- recap 17 people attended. See minutes from annual meeting**
  - B) **Golden heart community association submission Chief working on it**
  - C) **Chief employee manual/leave request forms Passed on**
  - D) **Computer purchase Done**
  - E) **Flagpole project In process. Daniel hopes to be complete in 1 ½ weeks**
  - F) **Financial procedures and controls document workgroup Passed on**
  - G) **COVID-19 considerations Same**
  - H) **Investments**
    - i. **Tabled for future meeting**
  - I) **Documents needing updating-**
    - i. **Bank signers**
    - ii. **BOD job descriptions**
    - iii. **Conflict of interest form**
- 8) **Appointment of committees None**
- 9) **New Business**
  - A) **Officer elections completed above**
  - B) **Dan Waldroup requested a run down on equipment maintenance**
- 10) **Adjournment @ 8:02 motioned Daniel Waldroup seconded by Dan Weatherly**