

Board Meeting Minutes
Carlton Landing Fire and Rescue, Inc.

4/1/2023

1:00pm

Zoom Meeting

Board Members:

Present: Susan Zubik, Rosie Dominic, Craig Ireland

Quorum present? Yes

Proceedings:

The meeting was called to order at 1:09 pm by Chair, Susan Zubik

- March meeting minutes were reviewed and approved
 - Motion to approve minutes – Craig Ireland
 - Second – Susan Zubik
 - Nays - None

Report: Status of Previous Actions Discussed

- **Fire Truck:** No word from Mike Kearney regarding offering the truck to collectors or listing the truck for purchase on the collector's sites for free. Susan will follow up with Mike for information. The Board has decided to offer the truck on Facebook Marketplace. Susan will obtain the truck's odometer number and pictures to post on Facebook.
- **Donated Land:** Will has staked the land for the fire station location. We will need to have the land surveyed for the legal description. Craig Ireland motioned a surveyor to provide a legal description, and Susan Zubik seconded the motion. David Kimmel agreed to contact Will to request the legal descriptions for both properties (top of the hill and by the treatment plant). As an aside, Susan mentioned Joel Bain confirmed that the current fire station plans (metal building by the treatment plant) provides enough depth for the fire trucks, ladders, etc.
- **Carlton Landing Foundation (CLF) –.** Craig Ireland conferred with Caleb regarding the process of obtaining foundation funds. Caleb stated that the Foundation was transiting from 501C3 to 501C4, allowing more latitude on Foundation fund requests. Caleb advised the Board to submit a new request in May.
- **Communication:** We need a communication strategy to inform residents of fundraising events. Craig informed the board that there is no consistent

communication program in CL. Likewise, there is no complete database with complete contact information. We will continue to use Facebook and the Carlton Landing webpage until we can determine other options.

New Business

- **Financials:** Craig Ireland provided the board with financial statements. Revenue and Expense items were discussed.
- **Fundraiser:** The Board raised \$10,720.00 in donations during the Porchfest event. Along with the \$20,000 donation from Public Strategies, we currently have \$30,720+ in foundation funds.
- **Merchandise:** Leftover shirts from the Porchfest fundraiser were given to the volunteer firemen. The Board approved the purchase of additional shirts and hats for all volunteers. We have been offered a free pop-up shop to offer residents shirts and other FD-branded merchandise in exchange for a donation (in lieu of selling). We are paying, on average, \$14 for T-shirts and \$19.00 for hats. Craig motioned to place additional bids for the merchandise – Rosie seconded the motion. Joel and Rosie will obtain bids to find cost savings on merchandise.
- **Funding:** LT funding:
 - 1) an attorney is needed to determine the legality of increasing HOA dues by special assessment. HOA cannot assess funds to benefit a third party; therefore, the request for the assessment could be a legal issue. Bylaws may need to be amended to include the Volunteer Fire Department's ability to be included in the HOA assessment.
 - 2) Greg Buckley stated that we could not add an FD subscription (dues) to the resident's water bill. He did recommend the Board consider a Subscription model for fire department funding. CL residents would pay an initial fee and a monthly subscription.
- **Fire Station:** The Board was asked to consider no longer building a fire station at the top portion of the donated land. Once the metal building is completed, it would be the fire station. If we utilize the metal building as a permanent facility, the building's current plans may be modified. For now, we will continue to promote a long-term vision of a brick-and-mortar facility.

The meeting adjourned at 1:56pm. Next Board Meeting is scheduled for 5/6/2023.