

Board Meeting Minutes
Carlton Landing Fire and Rescue, Inc.

6/3/2023

1:00pm

Zoom Meeting

Board Members:

Present: Susan Zubik, David Kimmel, Gary Tarkington, Craig Ireland

Quorum present? Yes

Guests:

Jim Keating

Proceedings:

The meeting was called to order at 1:03 pm by Chair, Susan Zubik

- May meeting minutes were reviewed and approved
 - Motion to approve minutes – David Kimmel
 - Second – Craig Ireland
 - Nays - None

Report: Status of Previous Actions Discussed

- **1985 Fire Truck:** Haven't heard back from Mike Kearney regarding getting access to the truck (for odometer reading, etc), or if he's had any luck with locating someone who'd like to purchase it. Will follow up with him next week.
- **Legal Descriptions for the Fire Department Lands:** Will's team came and performed the documentation of the two areas. Will indicated he needed to perform a final review of the writeups on Monday (June 5), before providing to us.
- **Carlton Landing Foundation (CLF) Request for Funds –** A copy of the response/submittal for the CLF had been provided to the board for their review. No one had any issues and felt we had addressed the questions. The board provided approval to sign and submit the forms to the Foundation.
- **Tax Return –** Craig Ireland indicated he had submitted the 990EZ tax return to the IRS before 5/15/2023
- **Building Construction:** With the \$65K+ funds plus \$25K from the Hefty's and \$20K from the CLF, we are nearing \$110K+. The team discussed if we should break ground to get started on the building while we continue to fundraise. The board felt it was a good idea, but we need to get updated bids from the potential builders. We should provide each with our list of requirements, which has expanded since the last bid.

- **T-Shirt Costs from Century Martial Arts:** Rosie contacted Century Martial Arts and found they were more expensive than our current supplier. We will continue to purchase shirts from Carol's Signs. In regards to the latest shirt order, all of the volunteer firemen have been provided a shirt (and we should have 4 more volunteers). It was suggested the major (\$5K and up) donors and board members also receive a shirt. All agreed. It was also mentioned that we could give away shirts for a donation, such as \$50, at the pop up shops. It was suggested we also order Polo shirts. Will check on the price of those.
- **Funding for Consultant/Advisor Joel Bain:** The board discussed obtaining/using funds from various sources.
 - The Communities Foundation indicated the funds in the account may be used for "supporting the community". This may be an option, but we'd have to get funds added.
 - Regarding funds from the Pittsburg County sales tax for fire departments – salaries and food for firefighters fighting fires cannot be paid of out that account.
 - Another option considered was adding an item on our property tax bills for fire support. Assuming we could add 5mils and average house value is \$500K x 325 homes would get us \$81K per year.
 - David brought up that due to TIF, a majority of those homes wouldn't be paying into that. It was suggested to talk to Mary Myrick about the TIF funds and their use for the Fire Department.
 - Grant indicated he was not familiar with the process to increase our property taxes.
 - Requesting an increase in funding provided by the town to \$1000 per month. Beginning last October we are receive \$750 per month.
 - Ask Kay Wahl (town attorney) how other towns fund their Volunteer Fire Departments (VFD)
 - Talk to Steven Covil and Greg Buckley regarding their knowledge of VFD funding and how others maintain their operations budgets.
- **Storage Site:** Was able to get into the storage building at the U-Haul Storage facility. It's approximately 15' deep by 10' wide. There are many Fire Jackets there, with some empty boxes and weight bench. We will dispose of the boxes and bench, and will ensure the jackets are still usable. There will be plenty of room to store the donation of SCBA equipment from Blain Wilcox/Cravens VFD, which should take place next Friday (June 9)
- **Additional Funding:** Other options covered in discussions on Funding for Joel (above). There is also the subscription model, which could be used to start. Once additional funding sources become available, the subscription model could be dropped.

New Business:

- **Status of Fundraising for Fire Department:** the last email and Facebook posting occurred right before Memorial weekend, which may be why new donations slowed. Craig will send out an email to those who haven't donated yet. Susan will provide him with the list of emails.
- **Training Information and State Funding:** Rosie contacted Kiamichi Technology Center. They provide tuition free training for firefighters, once we are certified. The coordinator will follow up with Rosie regarding other resources. Rosie also called Oklahoma Employment Security Commission (OESC) but has not heard back on other training options.
- **Long-Term Funding Plans:** Need to contact Pittsburg County Tax Assessor's Office to understand the process to add to our annual tax bill.
- **Other:** Have identified another potential volunteer firefighter – Connor Maynard who lives next door to Sean Waggoner. Will contact him to see if he is interested in joining the group.

The meeting adjourned at 1:43pm. Next Board Meeting is scheduled for 7/8/2023.