

Board Meeting Minutes
Carlton Landing Fire and Rescue, Inc.

11/5/2023

1:02pm

Zoom Meeting

Board Members:

Present: Susan Zubik, Rosie Dominic, and Gary Tarkington

Quorum present? Yes

Proceedings:

The meeting was called to order at 1:06p.m. by Chair Susan Zubik

Gary Tarkington made a motion to approve October minutes. Rosie Dominic seconded the motion. No nays.

Previous Business:

Construction: Ground has been cleared and slab poured for the new building. Chuck Mai sent a press release to local communities about the new CL firehouse facilities in progress and the “groundbreaking” was held on October 28th after the CPR training that morning.

Initial invoices have been received and paid through the Communities Foundation account. The contractor will send periodic invoices for approval and payment.

Sue has requested Craig follow up on our Firefighter lunch engagement – providing the local community firefighters lunch as a show of goodwill from CL.

The donated truck fire truck still needs tags and registration paperwork. Sue will follow up with Chad regarding the paperwork.

CPR training - 21 participants attended. Eugene provided classes; however, no videos were provided by the American Heart Association. Joel said he would send a group email to the firefighter team with links to First Aid and CPR training and refresher courses.

Standard Operating Procedures (SOPs) – Gary and Rosie reviewed procedures provided by Joel Bain. Both stated that no changes were required. Sue had questions regarding titles and will forward her comments and questions to Joel for review.

Joel and Sue provided the quarterly status report to the Town Council as scheduled.

Pop-up Shops: We are scheduled to have a pop-up shop on the morning of 12/9/2023. Items in the pop-up shops will be sold on a donation basis only.

- Joel recommends selling the following safety items either as a bundle or ala carte:
 - 10-year battery smoke detector
 - Fire extinguisher – 3 pack

- Fire Ladder – 2 or 3 story
 - First Aid kit
 - Carbon Monoxide detector
 - Snakebite – bee sting kit
 - Fire blanket
 - Toolbox to hold all the above items
- We would package the bundle with installation and training for a \$500.00 donation or sell the kit for \$400.00. Individual items will be marked up accordingly.
 - Donors can place orders on December 9th for kits and training at the pop-up shops.

Dusty Boren provided several fundraising marketing ideas for our 2024 fundraising activities: Free Parking at various CL locations; Special Meeting House table; Auctioned Items – CATERED Dinner, Plane Ride, etc.

Board Positions – Current Board Members have agreed to another term. We are currently recruiting a new board member to replace David Kimmel (will be secretary position).

New Business:

Joel mentioned the possible need for building security. Gary stated he would be at CL next week, checking on the property and reviewing the progress on the building.

Sue will set up a meeting with Luke Underwood to discuss Title 18 paperwork to ensure we get reestablished once the firehouse is completed.

Firefighter training – Joel stated that a volunteer department's number of firefighter training hours is minimal and will be determined based on the community's needs. Since CL is a “unique” community, much of the required training will be customized. Joel would also like the previous owner of the donated fire truck to provide training on the operations of the truck. Firefighters must have Firefighter 1 and 2 training provided by the Tech Center. Once incorporated and the Title 18 paperwork is finalized, most of the training and equipment can be provided by state grants, at reduced cost, or free.

Fundraising total dollars to date are \$134,741.50.

Volunteer Firefighter schedule: Currently, the firefighter team has approximately eight full-time residents. Joel will review state law on shifts and time frames for duties.

Financials were received for September and October.

Joel will leave business cards at the meeting house and in various CL locations for residents to contact him with any issues or questions.

AEDs around town will be checked for battery life, razors, and washcloth supplies.

The meeting adjourned at 1:58pm