

**MINUTES OF THE
FOREIGN FIRE INSURANCE MEETING
Thursday, October 31, 2013**

BOARD OF TRUSTEES

*BRIAN CRAMER, PRESIDENT 2013-2015
TOM BENSFIELD, VICE PRESIDENT 2013-2015
JAMES BAUM, SECRETARY 2013-2015
ERIC JAEGER, TREASURER 2013-2015
CRAIG MARTINAITIS, TRUSTEE 2013-2015
REID SELVIK, TRUSTEE 2013-2015
CHIEF WILLIAM BRYZGALSKI - EX-OFFICIO*

CALL TO ORDER

President Cramer called the meeting to order at 0810 hours.

Roll Call by Secretary Baum

Present: President Cramer, Vice President Tom Bensfield, Secretary James Baum, Treasurer Eric Jaeger, Trustee Craig Martinaitis, Trustee Reid Selvik, Chief Bryzgalski,

Absent: None

SECRETARY'S REPORT

A motion by Trustee Jaeger to accept the August 23, 2013 minutes as presented seconded by Trustee Selvik and carried unanimously by voice vote.

TREASURER'S REPORT

Treasurer Jaeger reviewed the monthly financial report with the Board. We now have a remaining balance of \$23,448.79 in our account.

We also have 199.00 available on the FD Visa following the return of a RIT BAG

A motion by Vice President Bensfield to approve the following expenditures: Comcast Cable \$98.25, 09/16/13 - 10/15/13; Comcast Cable \$98.25, 10/16/13 - 11/15/13; RAM Gear Dryer Payment 17, 18, 19 of 28 Payments \$600.00, seconded by Treasurer Eric Jaeger and carried unanimously by voice vote.

A motion by Treasurer Jaeger to add the following expenditure: Instructor & Fire Chief Conference hotel expenses for Vice President Tom Bensfield \$482.83, Seconded by Trustee Martinaitis and carried unanimously by voice vote.

OLD BUSINESS

PURCHASE RESPONSIBILITY

Chairs for the Dining Room – Vice President Bensfield (Purchase Complete)

Leg Exercise Machine – President Cramer, Secretary Baum

A/V System in Training Room – Treasurer Jaeger

Scan-Am Speaker – Treasurer Jaeger (TABLED)

Thermal Imaging Camera – Vice President Bensfield

Reconfigure Bunkroom – Vice President Bensfield, Trustee Reid Selvik

Leg Exercise Machine

President Cramer received a quote for a leg exercise machine for \$990.00. This item was budgeted at \$1500.00. This machine will be purchased following the completion of repairs to the weight room floor in the Fire Station basement. Chief Bryzgalski informed the board he is currently awaiting a quote for the floor repair.

Discussion Followed

A/V System in Training Room

Treasurer Eric Jaeger received quotes on the purchase of a Smart Board system for the training room. Treasurer Jaeger discussed the cost of the project to be estimated around \$9,000.00. The board request information regarding warranty on this item as well as a more accurate price. It was agreed by the board that this purchase will benefit the department.

Discussion followed

Thermal Imaging Camera

Vice President Bensfield discussed the progress toward the purchase of new thermal imaging cameras. Currently we are expecting one more demo for the department. Vice President Bensfield will than send an evaluation form to department members to fill out to gain input as to which Camera to purchase among those demoed for our department.

Discussion Followed

Reconfigure Bunkroom

Trustee Selvik will have a company come out to the department to gain pricing of a reconfiguration of the bunkroom. Budgeted money will be used to get estimates if necessary. Current budgeted money is \$1000.00.

Discussion followed

NEW BUSINESS

Old Leg press Machine

Our old and broken leg press machine was taken apart in order to repair the weight room floor and make room for our new leg press machine. A metal scrapping company will be out to collect the scrap metal. Payment for the metal will be forwarded as done in the past.

Discussion Followed

Budget 2014-2015

The board discussed the results of the suggested items from department members. The top six items are list as followed with member of the board whom volunteered to research pricing and purchase:

- | | |
|---------------------------------|---|
| 1. Kitchen improvements/remodel | Trustee Selvik |
| 2. Misc Exercise equipment | Secretary Baum |
| 3. Window A/C Units | Vice President Bensfield |
| 4. Locker room lockers | Trustee Martinaitis & Trustee Selvik |
| 5. Pots and Pans | Trustee Eric Jaeger |
| 6. Spare Hose trays for 1111 | President Cramer |

Discussion Followed

Trustee Selvik will get pricing information from the same designers coming to spec the bunkroom for the kitchen and locker room. Pending pricing information the board may decide to complete only one project for fire station improvements.

Discussion Followed

Secretary Baum will be gain input as to what kind of equipment members of the FD will find beneficial to the weight room.

Discussion Followed

Trustee Jaeger will research pricing on pots and pans. Chief Bryzgalski informed the board he will be budgeting for \$500.00 every other year for utility items of this nature for the department.

Discussion Followed

President Cramer will research information regarding the purchase of spare hose trays for CO.1111.

Discussion Followed

The board discussed the possibility of purchasing small personnel use items such as extrication gloves, Leatherman tools, helmet bands and ECT.... The board decided to table the idea till future meetings.

Discussion Followed

Vice President Bensfield purposed the possibility of Budgeting \$500.00 to move the ice machine in the kitchen to another location.

Discussion followed

The board will begin formation of the 2014-2015 Budget at our next meeting.

Discussion Followed

Chief Bryzgalski and President Cramer requested that new member to the board complete the required ethics training by 11/30/2013. These new members are: Reid Selvik, Craig Martinaitis, and James Baum

Discussion Followed

THE NEXT MEETING WILL BE FRIDAY, DECEMBER 6, 2013, AT 0800 HOURS. (BLACK) THE MEETING WILL BE HELD IN THE FIRE DEPARTMENT TRAINING ROOM.
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A motion by Trustee Craig Martinaitis to adjourn at 1010 hours seconded by, Vice President Tom Bensfield and carried unanimously by voice vote.

Respectfully Submitted,
James Baum, Secretary
10-31-13 FFIMIN
BOARD APPROVED