

**NEHALEM BAY FIRE & RESCUE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES**

**Thursday, April 19, 2018**

**I. CALL TO ORDER**

President Walt Covert called the meeting to order at 3:06 p.m. President Covert acknowledged the presence of Vice President Remy, Secretary Robert Forster, Treasurer John Steele, Director Charles Bridge, Fire Chief Perry Sherbaugh and Division Chief Frank Knight.

**II. WELCOME TO VISITORS**

None present

**A. PUBLIC COMMENT**

None

**B. READING AND APPROVAL OF BOARD MEETING AND SPECIAL MEETINGS MINUTES.**

President Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the March 15, 2018 District Board Meeting Minutes.

*Director Bridge moved to accept the Board Meeting Minutes of March 15, 2018. Vice President Remy seconded. Motion passed unanimously.*

**III. FINANCIAL REPORTS**

**A. REVIEW OF ACCOUNTS PAYABLE**

The Board reviewed and discussed the Accounts Payable with Chief Sherbaugh.

**B. FINANCIAL STATEMENT**

The Board reviewed and discussed the Financial Statements with Chief Sherbaugh.

*Treasurer Steele moved to accept the financials as presented. Secretary Forster seconded. Motion passed unanimously.*

**IV. STAFF REPORTS**

**A. FIRE CHIEF'S REPORT**

Chief Sherbaugh presented the Chief's Report outlining call and volunteer statistics for the month of February 2018. Chief Sherbaugh also announced the upcoming OFDDA and OFCA conferences.

## **V. UNFINISHED BUSINESS**

### **A. DISTRICT SIGN *(Reader Board)***

The construction of the sign has begun and should be completed in the following weeks.

### **B. STRATEGIC PLAN**

The draft was discussed with the board for review and feedback. It is intended to be completed in May.

### **C. STANDARD OF COVER – Second Reading**

The board reviewed the document and made some minor changes to language in the document.

*Director Bridge moved to adopt as amended. Secretary Forster seconded. Motion passed unanimously.*

### **D. BOARD POLICY 6.3 DISTRICT FACILITY PREVENTATIVE MAINTENANCE – Second Reading**

*Secretary Forster moved to adopt Board Policy 6.3 District Facility Maintenance as presented. Vice President Remy seconded. Motion passed unanimously.*

## **VI. NEW BUSINESS**

### **A. BUDGET COMMITTEE APPOINTMENT**

Chief Sherbaugh recommended the Board appoint Ann Morgan to the budget committee as her previous term expired last year.

*Vice President Remy moved to appoint Ann Morgan to the budget committee. Treasurer Steele seconded. Motion passed unanimously.*

### **B. AUDITOR SERVICES**

Chief Sherbaugh recommended the district to enter into another three-year contract with Accuity LLC as the district's auditing service.

*Treasurer Steele moved to authorize the Fire Chief to enter into a three-year contract with Accuity LLC. Director Bridge seconded. Motion passed unanimously.*

## **IX. SET NEXT MEETING DATE**

The next regular board meeting will be at 3:00 p.m. Thursday May 17, 2018.

**IX. ADJOURNMENT**

*President Covert asked for a motion to adjourn the meeting. Secretary Forster moved to adjourn the meeting at 3:53 p.m. Vice President Remy seconded. Motion passed unanimously.*

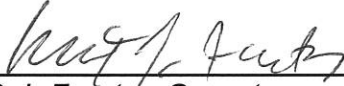
MINUTES APPROVED BY BOARD

May 17, 2018.



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Sue Remy, Vice President

ATTEST:

  
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Bob Forster, Secretary