

Key Largo Volunteer Fire Department
Business Meeting
October 8, 2013
MINUTES

Board members in attendance were Ken Edge, Ronnie Fell, Eric Fundora, Dave Gow, Scott Robinson and Mark Wheaton. Membership attendance is reflected in the monthly attendance roster.

1. Meeting was called to order at 7:05pm by President Ronnie Fell.
2. Announcements
Eric Fundora reported that there is a Smoke Detector class being held in Orlando. Cost is paid by the organization doing the training. Anyone wishing to attend, contact Linda Newman.

The fire department will be at Key Largo School for Fire Prevention Week.
3. Public Comment
There was none.
4. Approval of Minutes
Dave Gow moved to approve the September 10, 2013 minutes seconded by Eric Fundora. Motion passed unanimously.
5. Treasurer's Report
Ken Edge reported the following: As of September 30, Payroll Reimbursement Account, \$17,651.14; District Account, \$4702.80, Corporate Account, \$1408.80. Eric Fundora moved approval seconded by Scott Robinson. Motion passed unanimously.
6. Legal Report
No report.
7. Old Business
 - A. Scheduling/Reimbursement Policy
After discussion, Ken Edge motioned the following: To be eligible for reimbursement three (3) 24 hours shifts or six (6) 12 hour shifts must be run as well as attending one (1) meeting (training or business) per month. Eric Fundora seconded. Motion passed unanimously.
 - B. District Update
The District meeting scheduled for October 9 was cancelled due to a lack of a quorum.
 - C. Other Old Business
None
8. New Business
 - A. New Volunteer Testing Results
Eighteen candidates were tested. Fourteen were approved and some have started already.
 - B. Other New Business
President Fell reported that Armando Soutillo had requested a leave of absence due to school attendance. Eric Fundora moved approval seconded by Ken Edge. Motion passed unanimously.

KLVFD Business Meeting
October 8, 2013

9. Membership Discussion

Eric Fundora reported he, David Garrido, and Scott Desquotte are proceeding with plans for the collection and distribution of toys for the Christmas holidays.

10. Adjournment

There being no further business, Mark Wheaton moved to adjourn seconded by Ken Edge.
Motion passed unanimously.

Meeting adjourned at 7:40 pm

Pamela Johnson
Recording Secretary

Key Largo Volunteer Fire Department, Inc
 Profit & Loss YTD Comparison
 October 2013

	<u>Oct 13</u>
Ordinary Income/Expense	
Income	
4700 · Revenue & Reimbursements	50,812.20
Total Income	<u>50,812.20</u>
Gross Profit	50,812.20
Expense	
6200 · Bank & Credit Card Charges	50.00
6561 · Payroll Expenses	
6562 · Volunteer Reimbursement	
65621 · Recording Secretary	150.00
6562 · Volunteer Reimbursement - Other	<u>23,370.08</u>
Total 6562 · Volunteer Reimbursement	23,520.08
6563 · Bi-Weekly Payroll	
6564 · Holiday Benefit	0.00
6565 · Holiday Hours	0.00
6566 · Sick Pay	247.20
6563 · Bi-Weekly Payroll - Other	<u>21,300.54</u>
Total 6563 · Bi-Weekly Payroll	21,547.74
6567 · PTO	277.50
6561 · Payroll Expenses - Other	<u>1,679.17</u>
Total 6561 · Payroll Expenses	47,024.49
7700 · Professional Fees	
7720 · Legal	<u>105.00</u>
Total 7700 · Professional Fees	105.00
8900 · Employer's Taxes - FICA Match	3,597.46
8910 · Unemployment	
8911 · State	<u>751.35</u>
Total 8910 · Unemployment	<u>751.35</u>
Total Expense	<u>51,528.30</u>
Net Ordinary Income	<u>-716.10</u>
Net Income	<u><u>-716.10</u></u>

9:03 PM
11/10/13
Cash Basis

Key Largo Volunteer Fire Department, Inc
Balance Sheet
As of October 31, 2013

	<u>Oct 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1100 · Capital Bank- P/R & Reimburseme	18,081.15
1101 · Capital Bank -District Expenses	1,604.78
1102 · Capital Bank - Corporate	<u>1,303.81</u>
Total Checking/Savings	<u>20,989.74</u>
Total Current Assets	<u>20,989.74</u>
TOTAL ASSETS	<u><u>20,989.74</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2101 · Payroll Liabilities	<u>751.35</u>
Total Other Current Liabilities	<u>751.35</u>
Total Current Liabilities	<u>751.35</u>
Total Liabilities	751.35
Equity	
3001 · Opening Bal Equity	25,050.00
3300 · Retained Earnings	-4,095.51
Net Income	<u>-716.10</u>
Total Equity	<u>20,238.39</u>
TOTAL LIABILITIES & EQUITY	<u><u>20,989.74</u></u>

Key Largo Volunteer Fire Department, Inc

11/10/2013 9:06 PM

Register: 1100 - Capital Bank- P/R & Reimburse

From 10/01/2013 through 10/31/2013

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/04/2013	DIRECT DE...	Cuesta, Marc-Anthony	-split-		764.17	X		16,886.97
10/04/2013	DIRECT DE...	Fundora, Eric	-split-		1,483.73	X		15,403.24
10/04/2013	DIRECT DE...	Garcia, Fernando	-split-		834.33	X		14,568.91
10/04/2013	DIRECT DE...	Garcia, Sergio T	-split-		613.53	X		13,955.38
10/04/2013	DIRECT DE...	Garrido, David	-split-		1,298.32	X		12,657.06
10/04/2013	DIRECT DE...	Jones, Christopher J	-split-		2,163.27	X		10,493.79
10/04/2013	DIRECT DE...	Newman, Linda E	-split-		1,799.17	X		8,694.62
10/04/2013	DIRECT DE...	Sommers, Charles L	-split-		437.06	X		8,257.56
10/04/2013	EFTPS	United States Treasury	-split-	46-2821808 - 941 - 4...	3,292.80	X		4,964.76
10/04/2013	1035	IAFF 3909	-split-	E.Fundora/D.Garrido	40.00	X	12,726.19	4,924.76
10/07/2013			2101 - Payroll Liabilities:2102 ...	Deposit				17,650.95
10/07/2013			4700 - Revenue & Reimburse...	Deposit			24,749.68	42,400.63
10/09/2013	DIRECT DE...	Aulet, Arturo	-split-		771.58	X		41,629.05
10/09/2013	DIRECT DE...	Barnes, Edwin	-split-		287.29	X		41,341.76
10/09/2013	DIRECT DE...	Barnes, Robert	-split-		1,108.20	X		40,233.56
10/09/2013	DIRECT DE...	Bohl, Andrew	-split-		993.20	X		39,240.36
10/09/2013	DIRECT DE...	Calante, Rafael	-split-		620.03	X		38,620.33
10/09/2013	DIRECT DE...	Douglas, Aaron B	-split-		98.17	X		38,522.16
10/09/2013	DIRECT DE...	Garcia, Alex	-split-		227.13	X		38,295.03
10/09/2013	DIRECT DE...	Garcia, Carlos	-split-		1,039.20	X		37,255.83
10/09/2013	DIRECT DE...	Gonzalez, Luis M	-split-		158.97	X		37,096.86
10/09/2013	DIRECT DE...	Griffeth, James D	-split-		1,457.30	X		35,639.56
10/09/2013	DIRECT DE...	Hanna, Joseph L	-split-		399.74	X		35,239.82
10/09/2013	DIRECT DE...	Hermann, John G	-split-		166.23	X		35,073.59
10/09/2013	DIRECT DE...	Jenkins, Michael T	-split-		277.05	X		34,796.54
10/09/2013	DIRECT DE...	Lamm, Jeremiah R	-split-		107.35	X		34,689.19
10/09/2013	DIRECT DE...	Lopez, Casey A	-split-		993.20	X		33,695.99
10/09/2013	DIRECT DE...	Marin, Pedro L	-split-		1,009.21	X		32,686.78

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10/09/2013	DIRECT DE...	Marte, Melvin L	-split-		513.85	X		32,172.93
10/09/2013	DIRECT DE...	Moreno, Leonardo F	-split-		1,071.20	X		31,101.73
10/09/2013	DIRECT DE...	Mumper, Jason	-split-		230.93	X		30,870.80
10/09/2013	DIRECT DE...	Navarro, Luis	-split-		567.05	X		30,303.75
10/09/2013	DIRECT DE...	Neitzer, Eric	-split-		953.24	X		29,350.51
10/09/2013	DIRECT DE...	Ogden, JR, Jack K	-split-		600.27	X		28,750.24
10/09/2013	DIRECT DE...	Paz, Jonathan A	-split-		672.07	X		28,078.17
10/09/2013	DIRECT DE...	Soutullo, Armando J	-split-		87.82	X		27,990.35
10/09/2013	DIRECT DE...	Suarez, Adrian	-split-		909.74	X		27,080.61
10/09/2013	DIRECT DE...	Trujillo, Aldo	-split-		251.29	X		26,829.32
10/09/2013	DIRECT DE...	Varela, Jonathan A	-split-		448.87	X		26,380.45
10/09/2013	DIRECT DE...	Johnson, Pamela A	-split-		128.52	X		26,251.93
10/09/2013	EFTPS	United States Treasury	-split-	46-2821808 - 941 - 4...	4,672.68	X		21,579.25
10/09/2013	1036	Blanco, Rodolfo	-split-		564.79	X		21,014.46
10/09/2013	1037	Conord, Donald R	-split-		1,099.46	X		19,915.00
10/09/2013	1038	Garcia, Nelson	-split-		404.67	X		19,510.33
10/09/2013	1039	Gow, Dave	-split-		520.33	X		18,990.00
10/09/2013	1040	Jones, Philip	-split-		127.91			18,862.09
10/09/2013	1041	Llerena, Jonathan	-split-		219.76	X		18,642.33
10/09/2013	1042	Lopez, Jason T	-split-		489.89	X		18,152.44
10/09/2013	1043	Moscynski, Paul	-split-		388.57	X		17,763.87
10/09/2013	1044	Quinones, Anngée M	-split-		55.41			17,708.46
10/09/2013	1045	Roig, Ishmael	-split-		108.61			17,599.85
10/09/2013	1046	Vazquez, Luis	-split-		110.44			17,489.41
10/16/2013	1047	IAFF 3909	-split-	2101 - Payroll Liabilities:2102 ... E.Fundora/D.Garrido	40.00			17,449.41
10/18/2013	DIRECT DE...	Cuesta, Marc-Anthony	-split-		668.30	X		16,781.11
10/18/2013	DIRECT DE...	Fundora, Eric	-split-		1,286.82	X		15,494.29
10/18/2013	DIRECT DE...	Garcia, Fernando	-split-		649.68	X		14,844.61

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10/18/2013	DIRECT DE...	Garcia, Sergio T	-split-		818.68	X		14,025.93
10/18/2013	DIRECT DE...	Garrido, David	-split-		1,626.62	X		12,399.31
10/18/2013	DIRECT DE...	Jones, Christopher J	-split-		1,457.17	X		10,942.14
10/18/2013	DIRECT DE...	Newman, Linda E	-split-		1,850.49	X		9,091.65
10/18/2013	DIRECT DE...	Sommers, Charles L	-split-		1,015.96	X		8,075.69
10/18/2013	EFTPS	United States Treasury	-split-	46-2821808 - 941 - 4...	3,162.42	X		4,913.27
10/25/2013	1048	Florida U.C. Fund	2101 - Payroll Liabilities	FEIN # 46-2821808 ...	2,808.26			2,105.01
10/30/2013			-split-	Deposit		X	12,576.14	14,681.15
10/30/2013			4700 - Revenue & Reimburse...	Deposit		X	408.21	15,089.36
10/30/2013			1101 - Capital Bank -District E...	Funds Transfer to co...		X	3,400.00	18,489.36
10/31/2013	Direct Depo	Barnes, Robert	-split-		298.98	X		18,190.38
10/31/2013	Direct Depo	Moreno, Leonardo F	-split-		51.21	X		18,139.17
10/31/2013	EFTPS	United States Treasury	-split-	46-2821808 - 941 - 4...	58.02	X		18,081.15

**Key Largo Volunteer Fire Department
Treasurer's Report
October 2013**

	Payroll/Reimb	Corp Account	District Expenses	Total
Beginning Balance	\$17,651.14	\$1,408.81	\$4,702.80	\$23,762.75
<u>Revenues</u>				
Revenues & Reimbursements				\$50,812.20
Donations				0.00
Total Revenues				\$50,812.20
<u>Expenditures</u>				
Payroll Expenses				51,373.30
Professional Fees				105.00
Bank Service Charges				50.00
Office Supplies				0.00
Miscellaneous				0.00
Total Expenditures				\$51,528.30
Ending Balance				\$23,046.65
TRANSFERS				(3,400.00)
Balance before Adjustment				19,646.65
Adjustment to arrive at Actual				1,343.09
ACTUAL BALANCE @ MO END	\$18,081.15	\$1,303.81	\$1,604.78	\$20,989.74