

Key Largo Volunteer Ambulance Corps
Business Meeting
November 12, 2013
Agenda

1. Call to Order
2. Announcements
3. Public Comment
4. Approval of Minutes
5. Treasurer's Report
6. Committee Reports
7. Legal Report
8. Membership Review
9. Old Business
 - A. District Update
 - B. Donation Letter Update
 - C. Other Old Business
9. New Business
 - A. Open Board Position
 - B. Christmas Party
 - C. Other New Business
10. Membership Discussion
11. Adjournment

**Key Largo Volunteer Ambulance Corps
Business Meeting Minutes
November 12, 2013**

Board members in attendance were Brenda Beckmann, Eric Fundora, Jackie Harder, Edwin Linares. A quorum was present. Membership attendance is reflected in the monthly attendance roster.

1. Call to Order

Meeting was called to order at 6:30pm.

Jack Bridges guided the board through the election process for vice president and treasurer as the president was absent and the treasurer and vice president were no longer board members. Brenda Beckmann stated she would preside over the election of officers; there were no objections.

Brenda Beckmann moved to amend the agenda to allow election of officers seconded by Edwin Linares; there were no objections. Brenda called for nominations for vice president. Eric Fundora nominated Jackie Harder seconded by Edwin Linares; there were no objections, motion carried.

Jackie Harder called for nominations for secretary/treasurer. Eric Fundora nominated Brenda Beckman seconded by Edwin Linares. There were no objections; motion carried.

2. Announcements

Marc Cuesta was the sole November birthday.

Tess Marra announced that there will be a yard sale at the building on December 7. Money earned will help pay for the Christmas party and the monthly birthday cakes.

Thank you to CeCe Smith for painting.

3. Public Comment

Scott Robinson announced that KLVAC has approved the contract that went to the District and felt it was in the best interest to have it approved.

New board members Jackie Silverman and Eric Fundora were welcomed to the board.

4. Approval of Minutes

Edwin Linares moved to approve the October 8, 2013 minutes amending them to remove Jackie Harder from the attendance list seconded by Brenda Beckmann. Motion passed unanimously.

5. Treasurer's Report

Brenda Beckmann reported a balance of \$300,102.33 up \$8226.90 from last month and up 9.5% from this time last year due to fluctuations in receipts. Eric Fundora moved to approve the treasurer's report seconded by Edwin Linares. Motion passed unanimously.

6. Committee Reports

Chief Bock reported that one ambulance was at the body shop due to the skin peeling on the driver's door. He also reported meeting with Vicky Fay to discuss applying for an AIG grant to help fund a paramedic or EMT class.

7. Legal Report

Jack Bridges reported meeting with Commissioner Thomas, District council, Scott Robinson and President Fell to discuss the proposed contract. The only significant changes are:

- suspension of the "No Cause" Termination clause for a 3 year period

- KLVAC has agreed to allow the District to contractually require them (KLVAC) to terminate any chief if they (the District) pass a resolution so instructing KLVAC by a 4-1 vote.

The contract also states that KLVFD will eventually be restored to complete independence. Brenda Beckmann moved to approve the contract for discussion seconded by Edwin Linares. After discussion, the contract was unanimously approved. It will be on the District agenda for approval at their November 18 meeting.

Jack Bridges stated that the district wants KLVAC to ratify or approve the fire department contract as we are the owners of the fire department.

Eric Fundora moved that KLVAC authorize KLVFD to accept the proposed contract with the District on substantially the same terms seconded by Brenda Beckmann. Motion passed unanimously.

8. Membership Review

George Mirabella stated that all members were in good standing.

9. Old Business

A. District Update

Jack Bridges reported the Strategic Plan workshop will be held November 23 at the Key Largo Library from 9-6.

B. Donation Letter Update

President Fell has prepared a draft of the donation letter. Jackie Harder presented some corrections. Eric Fundora moved to accept the letter with the corrections seconded by Edwin Linares. Motion passed unanimously.

C. Other Old Business

Brenda Beckmann discussed the \$3000 in the Jerry Cunningham Scholarship. She moved to turn the money over to the college for distribution of three \$1000 scholarships to be given each year with the first one being given in January. Eric Fundora seconded the motion. Discussion followed. Vice President Harder asked if there was any objection to the item being added to the agenda. There was none. Motion passed unanimously.

10. New Business

A. Open Board Position

Edwin Linares moved to have Tess Marra send an email to members outlining the qualifications for eligibility for the board position and if interested submit a short bio explaining why you think you should be on the board with a submission deadline of December 13. Brenda Beckman seconded. Motion passed unanimously.

B. Christmas Party

The Christmas party will be held on December 10 for both organizations.

C. Other New Business

There was none.

KLVAC Business Meeting
November 12, 2013

11. Membership Discussion

George Mirabella reported that all members are in good standing.

12. Adjournment

There being no further business, motion was made by Brenda Beckmann and seconded by Edwin Linares to adjourn. Motion carried unanimously.

Meeting adjourned at 7:15pm.

Pamela Johnson
Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.

Treasurer's Report

November 2013

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Beginning Balance	\$33,979.27	\$18,157.02	\$11,506.65	\$2,002.77	\$3,064.97	\$231,391.65	\$300,102.33
<u>Revenues</u>							
Interest	1.35	13.30					14.65
Medical Fees	19,662.13						19,662.13
Medical Transcripts		16.00					16.00
KL Fire Rescue & EMS Reimb	869.87	11,331.51					12,201.38
Donations			50.00				50.00
Rent Income				70.00			70.00
Educational Income							
Uncollected Income/Adjustmts	10,130.04						10,130.04
CD Interest							
Total Revenues	\$30,663.39	\$11,360.81	\$0.00	\$120.00	\$0.00	\$0.00	\$42,144.20
<u>Expenditures</u>							
Awards, Banquet, Plaques							0.00
Advertising							0.00
Medical Billing Refunds							0.00
Payroll Expenses	23,508.51	11,074.21					34,582.72
Insurance (Refund)							0.00
Professional Fees	2,981.43						2,981.43
Background Checks							0.00
Uniforms		131.99					131.99
Bank Service Charges	35.00	25.00					60.00
Supplies		31.99					31.99
Dues & Subscriptions		5.00					5.00
Total Expenditures	\$26,524.94	\$11,268.19	\$0.00	\$0.00	\$0.00	\$0.00	\$37,793.13
Ending Balance	\$38,117.72	\$18,249.64	\$11,506.65	\$2,122.77	\$3,064.97	\$231,391.65	\$304,453.40
TRANSFERS	3,055.89	(3,055.89)	0.00				
Balance before Adjustment	41,173.61	15,193.75	11,506.65	2,122.77	3,064.97	231,391.65	304,453.40
Adjustment to arrive at Actual	-13,162.64	3,105.83	0.00	0.00	0.00	0.00	-10,056.81
ACTUAL BALANCE @ MO END	\$28,010.97	\$18,299.58	\$11,506.65	\$2,122.77	\$3,064.97	\$231,391.65	\$294,396.59

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
November 8, 2013

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
11/8/2013	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,336.30
Total Form 941						-3,336.30
Bock, Donald						
11/8/2013	Bock, Donald	DIR...	Paycheck		Billing Account-706	-581.06
Total Bock, Donald						-581.06
Child, Edward						
11/8/2013	Child, Edward	DIR...	Paycheck		Billing Account-706	-908.90
Total Child, Edward						-908.90
Cruciger, David A						
11/8/2013	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-483.67
Total Cruciger, David A						-483.67
Cuesta, Marc-Anthony						
11/8/2013	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-567.73
Total Cuesta, Marc-Anthony						-567.73
Fell, Ronald J						
11/8/2013	Fell, Ronald J	9917	Paycheck		Billing Account-706	-1,066.23
Total Fell, Ronald J						-1,066.23
Fernandez, Daniel L						
11/8/2013	Fernandez, Dani...	DIR...	Paycheck		Billing Account-706	-532.00
Total Fernandez, Daniel L						-532.00
Jones, Franky R.						
11/8/2013	Jones, Franky R.	9918	Paycheck		Billing Account-706	-1,577.20
Total Jones, Franky R.						-1,577.20
Linares, Edwin A						
11/8/2013	Linares, Edwin A	DIR...	Paycheck		Billing Account-706	-523.98
Total Linares, Edwin A						-523.98
Smith {transfer}, Cecilia						
11/8/2013	Smith {transfer}, ...	DIR...	Paycheck		Billing Account-706	-1,383.45
Total Smith {transfer}, Cecilia						-1,383.45
Teems, Curtis D						
11/8/2013	Teems, Curtis D	DIR...	Paycheck		Billing Account-706	-850.49
Total Teems, Curtis D						-850.49
TOTAL						-11,811.01

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
November 22, 2013

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
11/22/2013	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,245.52
Total Form 941						-3,245.52
Bock, Donald						
11/22/2013	Bock, Donald	DIR...	Paycheck		Billing Account-706	-622.31
Total Bock, Donald						-622.31
Child, Edward						
11/22/2013	Child, Edward	DIR...	Paycheck		Billing Account-706	-863.47
Total Child, Edward						-863.47
Cruciger, David A						
11/22/2013	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-573.54
Total Cruciger, David A						-573.54
Cuesta, Marc-Anthony						
11/22/2013	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-573.21
Total Cuesta, Marc-Anthony						-573.21
Faktor, James W						
11/22/2013	Faktor, James W	9921	Paycheck		Billing Account-706	-275.92
Total Faktor, James W						-275.92
Fell, Ronald J						
11/22/2013	Fell, Ronald J	9922	Paycheck		Billing Account-706	-1,050.15
Total Fell, Ronald J						-1,050.15
Fernandez, Daniel L						
11/22/2013	Fernandez, Dani...	DIR...	Paycheck		Billing Account-706	-871.49
Total Fernandez, Daniel L						-871.49
Jones, Franky R.						
11/22/2013	Jones, Franky R.	9923	Paycheck		Billing Account-706	-1,544.51
Total Jones, Franky R.						-1,544.51
Linares, Edwin A						
11/22/2013	Linares, Edwin A	DIR...	Paycheck		Billing Account-706	-141.13
Total Linares, Edwin A						-141.13
Smith {transfer}, Cecilia						
11/22/2013	Smith {transfer}, ...	DIR...	Paycheck		Billing Account-706	-1,400.97
Total Smith {transfer}, Cecilia						-1,400.97
Teems, Curtis D						
11/22/2013	Teems, Curtis D	DIR...	Paycheck		Billing Account-706	-535.28
Total Teems, Curtis D						-535.28
TOTAL						-11,697.50