



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

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KLVFD

Business Meeting

February 10, 2015

Board members in attendance were Don Conord, Ken Edge, Ronnie Fell, Jackie Harder, and Scott Robinson. A quorum was present. Chief Bock was also in attendance. Membership attendance is reflected in the monthly attendance roster.

1. Meeting was called to order at 7:10pm by President Ronnie Fell.
2. Announcements
  - President Fell thanked Jackie Harder for her service on the ambulance board and presented her with a gift.
  - Paul Moczynski reported that Key Largo School is holding a carnival on February 28 and has requested a truck be at the school from 1-5pm.
3. Public Comment

No public comment.
4. Approval of Minutes

Don Conord moved to approve the January 13, 2015 minutes seconded by Scott Robinson. Motion passed unanimously.
5. Treasurer's Report

Ken Edge reported balances as of January 31, 2015 for the following: Payroll Account: \$12,828.32; District Account: \$698.91; Corporate Account \$6,678.26 for a total of \$20,205.49. Ken reported approximately \$10,671.00 received from the donation letter. Jackie Harder moved approval of the treasurer's report seconded by Scott Robinson. Motion passed unanimously.
6. Committee Reports

There were no committee reports.
7. Legal Report

There was no legal report.
8. Old Business
  - A. Station 25 Bathroom and Plumbing Update

Scott Robinson stated that they are waiting to hear from Overhalt (original contractor) to determine what, if anything they will do.



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**B. Capital Bank Update**

Ken Edge spoke with the local and district branch manager and the \$50 service fee has been waived.

**C. Proposal for Training Requirement for Reimbursement**

President Fell discussed the proposal for reimbursement when missing meetings while attending classes. He stated the following: Reimbursement will be provided if a letter is presented stating that a member is attending a class that is fire or EMS related or is attending a class sponsored by fire or EMS. Also, if the minimum 16 hours of training is documented by the three paid employees, reimbursement will be provided. He stressed that the 16 training hours must be completed and documented appropriately.

Jackie Harder moved to approve the proposal as stated above seconded by Ken Edge. Motion passed unanimously. President Fell stated that this will be in effect next month.

**D. By Law Committee Meeting Date**

Scott Robinson noted that Linda Newman has emailed committee members to establish a meeting date.

**E. Other Old Business**

There was none.

**9. New Business**

**A. 2014 Annual Report**

Jackie Harder volunteered to copy edit the report. Scott Robinson moved to pre-approve the annual report based on changes Jackie Harder will make after editing. Ken Edge seconded and motion passed unanimously.

**B. Other New Business**

Chris Jones asked if they were allowed to train on the old station grounds. Chief Bock has asked Linda Newman to double check with the insurance company.

Chris Jones stated the fire department has new shirts.

Ronnie Fell thanked those that attended the building construction class.

There has only been one bid for the fire hydrants.

**10. Membership Discussion**

There was no discussion.



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11. Adjournment

There being no further business, Jackie Harder moved adjournment seconded by Scott Robinson. Motion passed unanimously. Meeting adjourned at 7:35pm.

Pamela Johnson  
Recording Secretary

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

**March 2015**

	Payroll/Reimb	Corp Account	District Expenses	Total
<b>Beginning Balance</b>	\$12,268.70	\$7,114.46	\$360.82	\$19,743.98
<u>Revenues</u>				
Revenues & Reimbursements	55,990.51	0.00	0.00	\$55,990.51
Donations	0.00	10,725.00	0.00	10,725.00
<b>Total Revenues</b>	\$55,990.51	\$10,725.00	\$0.00	\$66,715.51
<u>Expenditures</u>				
Payroll Expenses	55,694.24	0.00	0.00	\$55,694.24
Printing	0.00	1,552.01	0.00	1,552.01
Travel	0.00	320.00	0.00	320.00
Miscellaneous(ck deposited 2X)	294.33	0.00	0.00	294.33
Operating Supplies	0.00	222.15	0.00	222.15
<b>Total Expenditures</b>	\$55,988.57	\$2,094.16	\$0.00	\$58,082.73
<b>Ending Balance</b>	\$12,270.64	\$15,745.30	\$360.82	\$28,376.76
TRANSFERS	0.00	0.00	0.00	0.00
Balance before Adjustment	\$12,270.64	\$15,745.30	\$360.82	\$28,376.76
Adjustment to arrive at Actual	-1,241.81	0.00	0.00	-1,241.81
<b>ACTUAL BALANCE @ MO END</b>	\$13,512.45	\$15,745.30	\$360.82	\$29,618.57
<b>Payroll Liabilities</b>	\$888.25			
Due from American Funds	\$353.56			
	\$1,241.81			