



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

Business Meeting
November 14, 2017

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

1. Meeting was called to order at 7:20 pm by Vice-President Robinson.
2. Approval of Agenda
Dawn DeBrule moved approval of the agenda, seconded by Ken Edge. Motion carried.
3. Announcements
There will be testing for EMS paramedics and volunteers on Saturday, November 18, 2017. The District Board approved various equipment and \$525,000 for a new fire engine which has already been ordered.
4. Public Comment.
No public comment.
5. Approval of Minutes
Dawn DeBrule, seconded by Ken Edge, moved approval of the October 10, 2017 minutes. Motion carried.
6. Treasurer's Report
Scott Robinson reported a balance of \$33,833.94 as of October 31. Dawn DeBrule, seconded by Ken Edge, moved approval. Motion carried.
7. Committee Reports
No reports.
8. Benevolent Association Report
Paul Mocsynski reported he participated in honor guard events for the following: Key Largo School, Pet Rescue, Caribbean Club, the convalescent center, and the Islamorada memorial for the veterans at the Islamorada fire station.

He would like to participate in the Riva Yamaha event next year.
9. Legal Report
No report.



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KLTFD Business Meeting
November 14, 2017

10. Membership Review

A. Reinstatement Request/Gerald Santiesteban

Dawn DeBrule, seconded by Ken Edge moved approval of the reinstatement of Gerald Santiesteban providing he meets the minimum requirements for three months beginning December 1. Motion carried.

11. Old Business

None.

12. New Business

A. Holiday Dinner

The holiday dinner will be held on December 12 at the EMS building. Please bring a dish to share.

B. 990/Federal Taxes

Dawn DeBrule, seconded by Don Conord moved approval of the completed 990. Motion carried.

C. Donation Letter

Dawn DeBrule has agreed to edit/revise the donation letter. Ken Edge, seconded by Dawn DeBrule moved approval of the appointment of a committee of Scott Robinson, Don Conord and Dawn DeBrule to read and preapprove the letter so it may be voted on at the next meeting. Motion carried.

D. Other New Business

No other new business.

13. Membership Discussion

No discussion.

14. Adjournment

There being no further business, Don Conord moved adjournment seconded by Ken Edge. Motion carried. Meeting adjourned at 7:40pm.

Pamela Andersen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
December 2017**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Total</u>
Beginning Balance	\$14,978.77	\$14,136.76	\$1,028.33	\$30,143.86
<u>Revenues</u>				
Revenues & Reimbursements	69,516.78	4,492.37		\$74,009.15
Donations		275.00		275.00
Miscellaneous Income				0.00
Total Revenues	\$69,516.78	\$4,767.37	\$0.00	\$74,284.15
<u>Expenditures</u>				
Payroll Expenses	64,378.23	0.00	0.00	\$64,378.23
Training	0.00	0.00	0.00	0.00
Health Insurance	0.00	4,591.10	0.00	4,591.10
Operating Supplies	0.00	0.00	0.00	0.00
Professional Fees	0.00	0.00	0.00	0.00
Web Hosting	0.00	0.00	0.00	0.00
Dues and Subscriptions	0.00	0.00	0.00	0.00
Insurance	0.00	0.00	0.00	0.00
Total Expenditures	\$64,378.23	\$4,591.10	\$0.00	\$68,969.33
Ending Balance	\$20,117.32	\$14,313.03	\$1,028.33	\$35,458.68
TRANSFERS	0.00	0.00	0.00	0.00
Balance before Adjustment	\$20,117.32	\$14,313.03	\$1,028.33	\$35,458.68
Adjustment to arrive at Actual	-1,585.43	0.00	0.00	-1,585.43
ACTUAL BALANCE @ MO END	\$21,702.75	\$14,313.03	\$1,028.33	\$37,044.11
*Payroll Liabilities				-\$875.11
Employee Advance				-\$710.32
Fixed Asset Purchases				\$0.00
Total Adjustments				-\$1,585.43