



# 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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Business Meeting  
January 9, 2018

Board members in attendance were Don Conord, Dawn DeBrule, 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 6:55 pm by President Robinson.
2. Approval of Agenda  
Dawn DeBrule moved approval of the agenda, seconded by Don Conord. Motion carried.
3. Announcements  
The AFG grant has been approved.
4. Public Comment.  
No public comment.
5. Approval of Minutes  
Dawn DeBrule, seconded by Don Conord, moved approval of the November 14, 2017 minutes. Motion carried.
6. Treasurer's Report  
Scott Robinson reported a balance of \$37,044.11 as of December 31. Dawn DeBrule, seconded by Don Conord, moved approval. Motion carried.
7. Committee Reports  
No reports.
8. Benevolent Association Report
  - Paul Mocsynski reminded members the Key Largo School Fish Fry dinner will be held on January 26.
  - The St. Patrick's Day Parade is coming up
9. Legal Report  
No report.
10. Membership Review
  - A. Resignation/Richy Pruna  
Richy Pruna has resigned.



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KLVD Business Meeting  
January 9, 2018

B. Leave of Absence/Melissa Torres

Dawn DeBrule, seconded by Don Conord moved approval of Melissa Torres' request for a 6 month leave of absence. Motion carried.

11. Old Business

None.

12. New Business

A. BOD Officer Positions

Scott Robinson nominated Ken Edge as Vice President. No objections.

Scott Robinson nominated Dawn DeBrule as Treasurer. No objections.

B. Minimum Shift Requirements, Training & Non-Compliance Addendum

Dawn DeBrule, seconded by Don Conord moved approval of the Minimum Shift Requirements, Training & Non-Compliance Addendum. Motion carried.

C. Other New Business

No other new business.

13. Membership Discussion

No discussion.

14. Adjournment

There being no further business, Dawn DeBrule moved adjournment seconded by Don Conord. Motion carried. Meeting adjourned at 7:10pm.

Pamela Andersen

Recording Secretary

**Key Largo Volunteer Fire Department  
Treasurer's Report  
January 2018**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Total</u>
<b>Beginning Balance</b>	\$21,702.75	\$14,313.03	\$1,028.33	\$37,044.11
<u>Revenues</u>				
Revenues & Reimbursements	68,643.80	2,301.59		\$70,945.39
Donations		1,260.00		1,260.00
Miscellaneous Income				0.00
<b>Total Revenues</b>	<b>\$68,643.80</b>	<b>\$3,561.59</b>	<b>\$0.00</b>	<b>\$72,205.39</b>
<u>Expenditures</u>				
Payroll Expenses	70,771.67	0.00	0.00	\$70,771.67
Training	0.00	0.00	0.00	0.00
Health Insurance	0.00	5,256.49	0.00	5,256.49
Operating Supplies	0.00	0.00	0.00	0.00
Professional Fees	0.00	2,530.00	0.00	2,530.00
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
<b>Total Expenditures</b>	<b>\$70,771.67</b>	<b>\$7,786.49</b>	<b>\$0.00</b>	<b>\$78,558.16</b>
<b>Ending Balance</b>	\$19,574.88	\$10,088.13	\$1,028.33	\$30,691.34
TRANSFERS	3,000.00	(3,000.00)	0.00	0.00
Balance before Adjustment	\$22,574.88	\$7,088.13	\$1,028.33	\$30,691.34
Adjustment to arrive at Actual	-1,154.86	0.00	0.00	-1,154.86
<b>ACTUAL BALANCE @ MO END</b>	<b>\$23,729.74</b>	<b>\$7,088.13</b>	<b>\$1,028.33</b>	<b>\$31,846.20</b>
*Payroll Liabilities	-\$1,154.86			
Employee Advance	\$0.00			
Fixed Asset Purchases	\$0.00			
Total Adjustments	<b>-\$1,154.86</b>			