

ORACLE FIRE DISTRICT BOARD MEETING MINUTES
NOVEMBER 14, 2018 / APPROVED DECEMBER 12, 2018

Meeting was officially called to order at 5:35 pm, WEDNESDAY, November 14, 2018 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

Members Present: OFDBM Brown, OFDBM Bristow, and OFDBM Ramsay

Members Absent: Chairman Hill, Clerk McMurry,

Staff Present: Chief Jennings, Admin. Manager Acosta and Admin. Assist. Lilliana Gallego.

1. PLEDGE OF ALLEGIANCE

2. CALL TO PUBLIC No response.

3. ACCEPTANCE OF THE PREVIOUS MINUTES

OFDBM Ramsay made a motion to accept the minutes from the meeting on Oct 10. This was seconded by OFDBM Brown. All were in favor. Motion was passed.

4. DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION OF ANNUAL AUDIT FOR FISCAL YEAR 2017/2018 BY CPA JENNIFER PHILLIPS

CPA Jennifer Phillips presented the board with the annual audit for FY 2017/2018, stating that it was a "clean" audit with only one significant deficiency due to limited administrative staffing. Copies of the audit were left for all Board members. Item will be repeated on the December agenda to allow absent Board members time to read the document prior to action to accept the audit findings.

5. DISCUSSION AND POSSIBLE ACTION REGARDING PINAL COUNTY CWPP

OFDBM Brown made a motion to accept the Resolution, once corrected. This was seconded by OFDBM Ramsay. All were in favor. Motion was passed.

6. CHIEF'S REPORT

Cancer Awareness Moment: exposure (insulation, tile roofs etc.)

Fire Dist.:

Purchase of used Expedition from Golder Ranch

Annexation update

Looking into Tender

Christmas party dates

Santa Clause is coming to town Dec 7 or 14th

Injuries/ Accidents: No accidents no injuries.

Repairs: New bed

Cert/Firewise: Tina will update

Grant Report: Tina will report.

Explorers: continue to drill

Brush Dump: Hope to burn soon

Call Load Report: See OFD website

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL DOCUMENTS, INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS. Board Communication Memorandums were provided to each Board member prior to the meeting. These have the beginning and end balances, income and expenses, for each bank account and the OFD credit card, for October 2018. Tina began the presentation with the October 2018 actual income and expenses, compared to the total year budget. She then proceeded to display the scanned bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension, and Jr. Explorer accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the Chase credit card). OFDBM Ramsay made a motion to accept the bank statements, reconciliation documents, and balance sheet, as presented, OFDBM Brown seconded the motion. All were in favor. Motion passed.

8. ITEMS FOR NEXT MONTH'S AGENDA.

Line item # 4

Swearing in of newly elected officers

Review of OFD Board By-laws

9. ADJOURNMENT

OFDBM Brown moved to adjourn the meeting. This was seconded by OFDBM Ramsay. All were in favor. Motion was passed. Meeting adjourned at 6:59 pm.

Next Board Meeting - Wednesday DECEMBER 12, 2018

Minutes respectfully submitted,

Lilliana Gallego - Administrative Assistant

Reviewed by OFD Board Clerk McMurry or Chairman Hill