**Pioneer Volunteer Firefighters Association**

**General Meeting Minutes for April 14, 2015**

**1. Call to Order:**

Call to order at 18:30 hours at Station 38.

In attendance: PVFA Directors - Dan Dwyer, Lynette Dwyer, Nick Nickerson, Cook Hudelson and Sue Boucke. Association members - Loretta Hudelson, Mike and Liz Lawless, Brian Bendix.

The flag salute was led by Dan.

**2. Adoption of the Agenda:**

Accepted with 1 change. Date of meeting changed from “April 13

Moved and approved (Nick, Liz – M, 2nd)

**3. Minutes of November 9, 2014:**

Six corrections - Change #3 to show “November 9” instead of “November 10”. Change "Lunette” to “Lynette” in Turnout Committee report. Remove single parentheses in Turnout Committee report. Remove double period in Turnout Committee report. Change collating dates for June and then going to first Thursday starting in September in Turnout Committee report. Remove double period in Banking.

Moved and approved (Sue, Liz – M, 2nd)

**4. Treasurer’s Report:**

Savings Account $6,640.92

Money Market $11,051.16

Checking Account $5,998.79

Benevolent Fund $5,000.42

Crab Banquet $5,286.68

Turnout $5,708.20

Donations for the year are $20,188.

Table and chair rentals are $203.

Fire fee is paid.

Property Taxes are paid for the first half of the year.

**5. Committee Reports:**

Crab Banquet:

Nick reported that everything is done and wrapped up. 34 is back in shape.

Lynette will be the Crab Banquet Chairman for next year. More discussion in Old Business.

Turnout:

The April Turnout was 48 pages.

The stitcher we bought from Three Forks Times broke – reason unknown at this time. It stopped stapling, but still folded. We set up the staplers and finished in about 5 ½ hours.

The new machine is great, but isn’t as fast as having two staplers. We need to figure out how to increase productivity or go to shifts so that everyone doesn’t have to be there so long.

Two key learnings – always have the old staplers with us to set up if a problem occurs and 48 pages is too long.

Cook mentioned that Mary has announced the “Pome” contest – which is on the Editor’s Corner.

The schedule for collating for the year is finalized.

We will be doing 4 Turnouts per year – one per quarter.

**6. Old Business:**

Review of Director’s Jobs (CBC)**:**

We discussed the upcoming Crab Banquet Season and what positions were filled and what were vacant.

 Committee Chair: Lynette

 Reservations: Loretta

 Facilities: Brian

 Community Center: Eve

 Admin: Pamela

 Table Setting: Susie

Raffles/ Auctions: Cindy and Pamela at the banquets.

Raffles/ Auctions: Open position to determine what will be auctioned each week.

Fundraising: Lynette to check with Aimee.

Volunteer Coordinator: Open. Esther Dawson has said that she cannot do the job.

Baskets: Liz and Mike

Advertising: Loretta to check with Brenda.

Winery Food: Lynette to verify that Dixie is still willing to do this job.

Scrapers: AJ

PayPal: Cook and Loretta

Much discussion took place around the job of Volunteer Coordinator and Fundraising Coordinator. If these jobs are not filled, we will not be able to continue doing the banquets. Lynette asked everyone to try to think of someone who could fill the jobs. Lynette to contact Laura Andrews and see if she would be willing to help.

There was also discussion about doing 3 banquets instead of 4 - 1 at Perry Creek and 2 at Skinner. More discussion on that at the next meeting.

There is another position that needs to be discussed – that is the winery liaison. We need to have a facilities, donations and wine sales person. In the past, Nick had done the job. Should it be broken into 3 positions or stay1 position? More discussion next meeting.

Lynette to meet with Nick in the next couple of weeks and go through his procedures – set up time line and get moving.

Parade Engine:

Nothing to report.

Web Page:

Lynette talked to Jeff – she has to finish the intro page and PayPal. Then Cook can take over entry.

Lynette to follow-up with Vince to make sure that he sends Cook the Turnout that can be put on the website.

Rentals:

Cook handed out a procedure for rentals. Suggestions were made. Cook to incorporate changes and send out procedures. He wants feedback within the next two weeks. He will bring to next meeting. One change that needs to be added is a liability clause that the PVFA shall not be held liable for any physical or monetary damages.

Banking:

Brian signed the cards releasing him from the El Dorado Savings (EDS) accounts. Dan, Lynette and Sue will go to EDS tomorrow and open up new accounts. Once that is complete, Sue will close out the accounts at Sierra Central.

Easter Egg Hunt and Pancake Breakfast:

The Easter Egg Hunt and Pancake Breakfast was a great success. A total of 255 meals were served to the public, in addition to 20+ meals to volunteers. Donations collected were $1120.35. Expenses were $1361.46, but are actually more because Dixie’s prizes haven’t been accounted for yet. $100 will be refunded by the county for rental of the Community Center.

Sue volunteered to run the event next year.

Sue and Loretta will meet and update the procedures.

**7. New Business:**

CPA:

Lynette told Sue that Roberts and Co. in Placerville does non-profit taxes. Sue will follow up with them and see if they would be willing to do ours.

ByLaws:

The new ByLaws were read – only change was removing one At Large Director. All signed.

Recognition of Phill Dayton:

Brian brought up the fact that Phill is always on hand to help the PVFA and as such, should be recognized and thanked. We all agreed that the proper place to do it would be at next year’s Crab Banquet Thank You Dinner.

 **8. Open Discussion:**

The Grizzly Flats Fire Safe Council BBQ will be held on 7/18 at the Bush’s house. Liz said that tickets would be going on sale around 5/1.

Nick said that Windows to My Soul wants to borrow the same items for this year’s event that they had for last year’s. All agreed.

Lynette said that she would be ordering red shirts in the near future. She will follow up and see who needs them and get appropriate sizes.

**9. Agenda Items for Next Month:**

Parade Engine

Web Page

Rentals

Banking

CPA

Donation Letter

**10. Adjournment:**

The meeting adjourned at 20:05. Moved and approved. (Lynette, Dan – M, 2nd)