

**NORTH LINCOLN FIRE & RESCUE DISTRICT #1**

**Board of Directors Meeting - Minutes  
December 28, 2018**

**APPROVED**

<b><u>Attendance:</u></b>		
<b>Board Members:</b>	<b>Staff:</b>	<b>Guests:</b>
#1 – Ron Woodard	Fire Chief Doug Kerr	
#2 – Tim Beatty	Division Chief Rob Dahlman	
#3 – Al Lee	Office Admin/HR Lois Smith	
#4 – Jamie Wright		
	<b>Absent:</b>	
	#5 – Danny Curler	
	Capt. Jim Kusz	
	Division Chief Jamie Mason	
	Fire Marshal Ed Ulrich	
	District Clerk KrieAnn Kudar	

Board President Jamie Wright called the board meeting to order at 10:00 a.m.

**NEW BUSINESS – Item #1 2017-2018 Audit)**

The audit for the fiscal year ending 6/30/2018 was presented to the Board for review and approval. After discussion, Ron Woodard made a motion to approve the audit with the comments as listed below; Al Lee seconded the motion. The motion passed. (Motion #1)

It was requested that the comments be forwarded to the auditor.

**Comments:**

- (1) The Board of Directors list was incorrect (Lois indicated that the error was hers.)

Listed below are the correct positions:

President	Jamie Wright	Term expires 6/30/2021
Vice-President	Tim Beatty	Term expires 6/30/2019
Secretary-Treasurer	Al Lee	Term expires 6/30/2019
Director	Ron Woodard	Term expires 6/30/2019
Director	Danny Curler	Term expires 6/30/2021

- (2) Page 10 – 2<sup>nd</sup> paragraph under “E. Budget” incorrectly reads *Expenditures budgets*. It should read *Expenditure budgets*.
- (3) Page 15 – under “2. CASH AND INVESTMENTS (CONTINUED) / INTEREST RATE RISK”. The Board of Directors has adopted an investment policy. The statement indicates that it was to be submitted to and reviewed by the OSTFB. Lois will check and see what OSTFB is and make sure a copy is sent to them.
- (4) Page 23 under “4. DEFINED BENEFIT PENSION PLAN (CONTINUED)” states that employees of the District pay six (6) percent of their covered payroll. The District elected back in 2004 to pay the employees’ 6%.
- (5) Management Letter – on page 1, last sentence of the page indicates that the District should consider obtaining additional fidelity (employee honesty) insurance coverage. This was previously discussed with the District’s insurance agent of record and was advised that the amount of coverage the District currently has is enough.
- (6) Management Letter – on page 2 (#2) regarding the recommendation that the Board articulate their monitoring practices and record in the minutes when those activities occur, this practice began with the December 2017 board meeting.
- (6) Management Letter – on page 2 (#3) regarding the use of District assets for personal reasons or the ownership of intellectual property developed by staff using District assets or during employment hours at the District, the Board indicated that the Board may have already adopted such a policy. Lois will check and report back to the Board at the January board meeting.

**Public Comment – None**

**For the Good of the Order – None**

ADJOURNED AT 10:17 a.m.

*The minutes were taken, transcribed and submitted by*

*Lois Smith*

*Office Administrator*

North Lincoln Fire & Rescue District #1

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1            Date: 12/28/2018

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Al Lee	X	Al Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the audit for the fiscal year ended 6/30/2018, with the comments as listed in the minutes to be forwarded to the auditor, and kept in the audit file.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler				absent

RESULTS:

PASSED	FAILED
X	