

Gallatin River Ranch Rural Fire District
Board of Trustees Meeting
 Date: 10/16/17 Time 0800
 AmeriMont Real Estate, Conference Room
 102 West Main Street, Manhattan, MT

Present: Presiding officer: Susan M. Piechowski Secretary: Barbara Mack
 Trustees present: Spencer Millimen
 Others present: Chief Marlin Sprow, Executive Assistant John Andrews, Wendy Ward, Danny Monica, Stephanie Greenbaum.

Quorum established and meeting was called to order at: 0756

Public Comment: None

Consent Agenda

Agenda Topic	Background	Discussion	Resolution/Follow-up
Approval of Minutes	Minutes of the 9/12/17 meeting were presented to trustees prior to the meeting by email.	Minutes were reviewed and discussed.	The meeting minutes from 9/12/17 were approved: Motion by Mack, Second, Millimen. Approved by unanimous vote
Treasurer's Report	Profit/Loss statement and balance sheet presented. Wendy Ward was invited to present her bookkeeping service proposal to the BOT for their consideration.	Current financials were discussed, and bills since the last meeting. Upcoming expenses were discussed. The proposal for a new bookkeeping service is discussed. Wendy Ward presented her resume and discussed the scope and cost of her services. The BOT decided to move the decision to engage Wendy Ward Bookkeeping for bookkeeping services to this part of the meeting.	The Treasurer's report is filed. Millimen moved that the BOT engage the services of Wendy Ward Bookkeeping to provide bookkeeping services for GRRRFD. Second: Piechowski. Discussion. Approved by unanimous vote. The plan is to go "live" 11/1/17. A letter will be sent to

			Tanya Gonzalez, CPA, regarding the change
Fire Chief's Report	Fire Chief's report was distributed to trustees prior to the meeting	The report is discussed.	The Chief's report is filed.
Chair's Report	Chair attended the 2017 Montana Fire Trustee Board Association meeting in Fairmont Springs.	The "take home" points of the meeting were discussed.	The Chair's report is filed

Unfinished Business [Delete if none]

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Auxiliary and Fund-Raising project.	The BOT approved the formation of an Auxiliary at its 8/15/17 meeting. Actions by this committee are presented.	Danny Monica and Stephanie Greenbaum presented a progress report on the fundraiser that has become titled: Your Heart Matters. The fundraiser dinner will take place on 10/21/17.	No action required; informational item.
Website and Social Media update	The department has had a website for years but has not updated it since 2012. The department and Board have had no meaningful social media presence since then.	Andrews discussed the work done in the past month to update the website. Little visible progress has been made so far. Andrews will discuss this with Little Apple and get the ball rolling.	No action required; informational item.
Disposition of Surplus Equipment	The District possesses a significant amount of surplus equipment.	F350 Brush/Rescue sold for \$2,500. Other surplus equipment discussed	No action required

Executive Session

Entered Executive Session at :0916

Open Session reconvened at:0919

New Business

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Bookkeeper	The BOT has discussed the need to change from CPA- to Bookkeeper-based financial services.	This was moved to the Treasurer's report section	See above
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Date, time and location of next meeting: 11/14/17 at 0800 at AmeriMont Realty Conference Room

Announcements: None

Adjourned: 0928

Susan M. Piechowski, Chairman

Date

Barbara J. Mack, Secretary

Date

