



Roger R. Few
Fire Chief

Spanish Fort Fire - Rescue

P.O. Box 7025 ♦ Spanish Fort, AL 36577

Non Emergency / Business 251.626.8876 ♦ Facsimile 251.626.3473

www.spanishfortfire.org

Station 1

7580 Spanish Fort Blvd
Spanish Fort, AL 36527

Station 2

10628 U.S. Hwy 31
Spanish Fort, AL 36527

Minutes of Annual Board Meeting March 20, 2018

Board Members:

Byron Hayles	-Present	Bobby Fortenberry	-Absent
Sarah Beth Sherer	-Present	Troy Dyess	- Absent
Roger Few	-Present	Stuart LaGroue	- Absent
Tim Shaner	-Present	Dan Wilson	- Absent
Craig Stanley	-Present	Tommy Brewer	-Present

President Hayles called the 56th Annual Meeting of the Spanish Fort Fire Rescue Department to order at 18:30 P.M.

Auxiliary member Charlie Harris led everyone in attendance with a prayer.

President Hayles lead the audience in the pledge of allegiance.

President Hayles welcomed everyone to the 56th Annual Meeting of the Spanish Fort Fire Rescue Department. President Hayles acknowledged and thanked Mayor Mike for his presence at the meeting.

Secretary Sherer conducted roll call

Secretary Sherer read minutes from the March 21, 2017, aloud. A motion to approve the minutes as read made by Zac Weber. Jeffrey Elliott seconded the motion. Motion passed unanimously.

President Hayles started the annual financial report by explaining that a third person party annually audits the department. The 2017 audit was conducted by J. T. Murray III, CPA, LLC. JT Murray III introduced himself and explained his responsibility to the department. Murray gave a detailed report of the check and balances system and the check authorizations.

President Hayles commented on the department's use of internal controls process. The process includes an annual budget approved by the board and a two-signature system to authorize checks. Currently the President, Treasurer and Fire Chief have authorization to sign checks. Any two of the three must sign to authorize checks. President Hayles noted that the board of directors has a finance committee reviews all checks issued, deposits made and bank statements with the reconciliation of each statement on a monthly basis.

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The Treasurer presents a treasurer's report at each monthly meeting. The finance committee comments on the status of their review.

A motion to accept the financial report made by Police Chief David Edgar. Motion seconded by Fire Fighter Zac Weber. Motion passed unanimously. President Hayles expressed that anyone who is interested in a copy of the audit report may request one.

President Hayles extended the invitation to the monthly board meeting, following the annual meeting.

Chiefs Report:

Chief Few thanked everyone for coming to the annual meeting.

Chief Few began his presentation with a review of the responses for 2017. The department responded to 703 response calls, which is up 5% from previous year.

Chief Few displayed a PowerPoint presentation with pictures of specific incidents and reports on the usage of department equipment. A total of 30,115 man-hours were spent in 2017 for responses, training, duty time, fire prevention, back to school awareness program, Charitable activities and maintenance. In 2017, 41 car seats installations, 785 people were taught CPR, 6 people signed up for the Yellow Dot Program.

Recruiter Pate Cardwell presented on Fire Prevention, new volunteers, CPR Class, Annual Fire Prevention 5k, Volunteer on Duty program, and the SFFR Fire Safety Camp.

Total revenue received in 2017 was \$921,738. The total is comprised of a contract with the City of Spanish Fort \$540,000; Direct Mail Solicitation \$71,027, Fire Tax Money \$170,086; Forestry Funds \$1,058; Interest Income \$1,095; Safer Grant \$116,674; Fire Prevention \$12,743 and Misc. donations \$9,055,

Chief Few noted that the department participated in the Christmas Tree Recycling Program again this year. This gave the residents a place to bring their live Christmas trees.

Chief Few recognized the Fire Department Auxiliary and commended the auxiliary on their ongoing efforts and support of the department. Some of the events and activities that the Auxiliary helped with in 2017 were breakfast for workdays, Annual meeting setup, Awards dinner, Easter egg hunt, Scene responses, Open House/Public Safety Day, second annual fire safety camp and the Holiday dinner.

Chief Few wrapped up his report by discussing what the station is working on for 2018. For example to continue to develop plans for a renovation of station 1, developing a training center, Implementing the recruitment & retention program and preparing for their next ISO rating in 2018.

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Chief Few's annual presentation will become a part of the minutes for a complete list of the activities the department participated in during 2017.

Presidents Report:

President Hayles thanked Chief Few for an outstanding report and presentation. President Hayles also commented on the efficiency and outstanding safety record of the department.

President Hayles opened the floor for comments or questions from the membership concerning the department. Bo Leech vocalized his concern about the poor response from the residents and the businesses from the 2017 fund drive.

A discussion about the direct mail out for the annual fund drive and the lack of participation and response. Chief Edgar noted that new residents probably do not understand that the fire department is not part of the city and made up of mostly volunteers.

Old Business

None.

New Business:

President Hayles turned the meeting over to the Nominating Committee Chairman Tommy Brewer. The committee presented to the membership the board members with terms expiring. The members are Byron Hayles, Bobby Fortenberry, and Stuart LaGroue. The committee nominated for Byron Hayles, Bobby Fortenberry and Stuart LaGroue to be re-elected. Craig Stanley motioned to close nominations. Mayor Mike McMillian made a motion to accept the committee nominations. Chief David Edgar seconded the motion. Motion passed unanimously.

Chief Few asked for participation with 2018 annual fundraiser yard signs. Those wanting to participate can contact Dawn Everette for a sign to put on their personal property.

A drawing for door prizes, which included smoke detectors, fire extinguishers and a grill were drawn.

There being no further business, President Hayles called for a motion to adjourn the annual meeting. Chris Williams motioned to adjourn. John Shoemaker seconded the motion. Motion carried.

Annual meeting adjourned at 19:12 P.M.

Respectfully Submitted,
sb / dp