



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

[info@keylargofire.com](mailto:info@keylargofire.com)

---

Business Meeting

March 13, 2018

Board members in attendance were Don Conord, Dawn DeBrule, Ken Edge and Scott Robinson. A quorum was present. Chief Don Bock was also in attendance. Membership attendance is reflected in the monthly attendance roster.

1. Meeting was called to order at 7:00 pm by President Scott Robinson.
2. Approval of Agenda  
Dawn DeBrule moved approval of the agenda, seconded by Ken Edge. Motion carried.
3. Announcements  
Congratulations to Thomas Mirabella, Candace Hubbs, Daniel Banegas and Shelby Bosserman for passing the Firefighter II course.

Testing for new volunteers is scheduled for April 14. Applications are available on the website and an ad will be placed in the newspaper as well.

Chief Bock noted there have been several house fires which the department has done a good job of controlling.

4. Public Comment.  
No public comment.
5. Approval of Minutes  
Ken Edge, seconded by Dawn DeBrule, moved approval of the February 13, 2018 minutes. Motion carried.
6. Treasurer's Report  
Dawn DeBrule reported a balance of \$53,528.60 as of February 28, 2018. Ken Edge, seconded by Don Conord, moved approval. Motion carried.
7. Committee Reports  
No report.
8. Benevolent Association Report  
No report.
9. Legal Report  
No report.



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

[info@keylargofire.com](mailto:info@keylargofire.com)

---

KLVFD Business Meeting  
March 13, 2018

10. Membership Review

A. 90 Day Violation/Leave of Absence/Pedro Marin

Ken Edge, seconded by Don Conord moved approval of Pedro Marin's request for a six month leave of absence. Motion carried.

B. 90 Day Violation/Bryan Ozuna

Ken Edge, seconded by Dawn DeBrule moved approval of Brian Ozuna's request for reinstatement. Motion carried.

C. Leave of Absence/Juan Berrios

Dawn DeBrule seconded by Ken Edge moved approval of Juan Berrios' request for a three month leave of absence. Motion carried.

President Robinson requested the status of the Leave of Absence Requests.

11. Old Business

A. Nepotism Policy

B. Other Old Business

Don Conord noted that the February minutes did not reflect his request that the Bylaws be put on Fire Manager. President Robinson stated that he would obtain a copy from Jack Bridges to be posted on Fire Manager.

Don Conord noted that the minutes also did not reflect that Thomas Mirabella announced he wanted to run for a board position. President Robinson noted that the 5 positions are currently filled.

12. New Business

A. Other New Business  
None.

13. Membership Discussion

No discussion.



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

[info@keylargofire.com](mailto:info@keylargofire.com)

---

KLVFD Business Meeting  
March 13, 2018

14. Adjournment

There being no further business, Ken Edge moved adjournment seconded by Dawn DeBrule. Motion carried. Meeting adjourned at 7:20pm.

Pamela Andersen  
Recording Secretary

**Key Largo Volunteer Fire Department  
Treasurer's Report  
April 2018**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Centennial</u>	<u>Total</u>
<b>Beginning Balance</b>	\$23,297.04	\$3,543.84	\$1,028.33	\$0.00	\$27,869.21
<u>Revenues</u>					
Revenues & Reimbursements	64,679.87	18,168.85	0.00	0.00	\$82,848.72
Donations		2,025.00	0.00	0.00	2,025.00
Uniforms			0.00	0.00	0.00
<b>Total Revenues</b>	<b>\$64,679.87</b>	<b>\$20,193.85</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$84,873.72</b>
<u>Expenditures</u>					
Payroll Expenses	68,295.24	0.00	0.00	0.00	\$68,295.24
Training	0.00	0.00	0.00	0.00	0.00
Health Insurance	0.00	4,911.38	0.00	0.00	4,911.38
Operating Supplies	0.00	1,655.20	0.00	0.00	1,655.20
Professional Fees	0.00	780.00	0.00	0.00	780.00
Web Hosting	0.00	0.00	0.00	0.00	0.00
Bank Charges	0.00	37.00	0.00	0.00	37.00
Licenses	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>\$68,295.24</b>	<b>\$7,383.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$75,678.82</b>
<b>Ending Balance</b>	<b>\$19,681.67</b>	<b>\$16,354.11</b>	<b>\$1,028.33</b>	<b>\$0.00</b>	<b>\$37,064.11</b>
TRANSFERS	0.00	(400.00)	0.00	400.00	0.00
Balance before Adjustment	\$19,681.67	\$15,954.11	\$1,028.33	\$400.00	\$37,064.11
Adjustment to arrive at Actual	-1,031.44	0.00	0.00	0.00	-1,031.44
<b>ACTUAL BALANCE @ MO END</b>	<b>\$20,713.11</b>	<b>\$15,954.11</b>	<b>\$1,028.33</b>	<b>\$400.00</b>	<b>\$38,095.55</b>

\*Payroll Liabilities  
Fixed Asset Purchases  
Total Adjustments