

**Key Largo Volunteer Fire Department  
Business Meeting  
June 11, 2013  
MINUTES**

Board members in attendance were Ken Edge, Eric Fundora, Dave Gow, Jackie Harder, Scott Robinson and Mark Wheaton. Chief Donald Bock, attorney Jack Bridges and district commissioner, Bob Thomas were also in attendance.

1. Meeting was called to order at 7:40pm by Scott Robinson, Vice-President.
2. Announcements-none
3. Approval of Minutes  
Jackie Harder motioned to approve the May 14, 2013 minutes. Mark Wheaton seconded. Motion passed unanimously.
4. Treasurer's Report  
Chief Bock reported that he had opened three bank accounts for:
  1. Payroll/Reimbursement
  2. District Expenses
  3. Corporate (used for donations and any corporate related expenses)  
Donations have been received from: Kay Cullen, \$1000; Jack Bridges, \$100; Bill Andersen, \$100; as well as a \$50 donation.

Chief Bock reported that a \$25,000 advance had been received from the district; \$20,000 of which was deposited into the payroll account and \$5000 into the district expense account.

5. Committee Reports  
None

6. Legal Report  
Jack Bridges presented board members with two options for a *Lease of Personal Property, Version A and Version B*.

Jackie Harder motioned to amend the agenda to include the issue of the personal property lease. Eric Fundora seconded. Motion passed unanimously.

Jack explained the versions as follows:

- There is fee of \$1 per month thru September.
- Version A states the lease includes everything but what the District claims is theirs as per their inventory which includes only anything valued at \$1000 or more.
- Version B states the lease is for everything that is listed in an inventory; however this would actually require someone doing an inventory.

Eric Fundora motioned to approve Lease of Personal Property Version A contingent upon access to the old building to include everything except possibly the two old chief's vehicles but definitely not the new chief's vehicle and Chief Bock will have the authority to negotiate and amend within the guidelines of the lease. Mark Wheaton seconded. Motion passed unanimously.

7. Membership Review  
No report

KLVFD Business Meeting  
June 11, 2013

8. Old Business

A. Bank Accounts/On Line Banking

Bank account information was discussed under treasurer's report. Chief Bock stated that he is working on completing the paperwork for on line banking.

B. Other Old Business

None

9. New Business

A. Transition Updates

1. Insurance—Discussed above
2. Donations—Discussed above
3. State Bureau of Fire Standards—Chief Bock is still talking with people in Tallahassee to establish the state fire department ID. There is confusion over whether a new department is being formed or there is just a name change.
4. Meetings with Paid/Full Time Staff; Part-Time and Volunteer Fire Officers—Chief Bock met with everyone except the volunteer officers
5. Land Lease and Equipment Status (District)—The District is in the process of leasing the property the fire station sits on and the parking lot. Not included in the lease: the lot between the parking lot and US 1, the old building, and the two lots beyond that. The fee is \$1 per month thru September.
6. New Squad Status—The new fire truck was delivered two weeks ago. Listed below are the personnel who were instrumental in putting the truck in service:  
James Griffith, David Garrido, Mark Cuesta, Jr. Aulet, Robert Barnes, Rudy Blanco, Don Connard, Sergio Garcia, Jr., William Livesay, Casey Lopez, Adrian Suarez and Jonathan Varela.
7. Preliminary Budget Draft (due to District BOD July 8). There will be a budget meeting on June 26 to review the budget.
8. Accountant Selection—Wendy Dyer was hired as the accountant. Keys Accounting did not give an estimate stating they were not interested in taking on the new fire department at this time.
9. Consideration of Establishing Fire Department Benevolent Association—Paul Moscawitz presented information about the fire department's Benevolent Association. The Board agreed to support them.

B. Other New Business

Chief Bock reported that 62 personnel have filled out applications as of June 8. Phil Jones, a full time employee, has been hired by Palm Beach. The part time employees were tested for his position and Chris Jones was the high scorer. His part time position was filled by Fernando Garcia.

Linda Newman is working to get name changes done with vendors and insurance policies.

Electric and water utilities have been converted. FKEC waived a deposit fee of \$5,700 as long as bills are paid on time. George Mirabella was instrumental in helping this happen.

The fire department will be at K-Mart on Saturday, June 15 from 9-1 to install children's car seats.

10. Membership Discussion

None

KLVFD Business Meeting  
June 11, 2013

11. There being no further business, at 8:55 pm Mark Wheaton motioned to adjourn; Ken Edge seconded. Motion passed unanimously.

Pamela Johnson  
Recording Secretary