Board of Directors

Teleconference

April 21, 2016

Meeting Minutes

**Present:**

President – George Esbensen

Vice President/Cities of the First Class St. Paul – Tim Butler

Region 1 Capitol City – Mike Scott

Region 2 Northern – Gary Larson

Region 3 Arrowhead – Kurt Rogers

Region 4 Northwest – Mark Schmidt

Region 5 Cuyuna – Chip Lohmiller

Region 7 St. Croix Valley – Tom Miller

Region 8 North Suburban – John Cunningham

Region 9 West Central – Marc Klaith

Region 10 Central – Jay Wood

Region 11 United – Dale Specken

Region 12 Minnesota Valley – Gary Conrath

Region 13 Southwest – Mark Marcy

Region 14 South Central – Jeff Bengtson

Region 15 Southeast – Chuck Karl

Cities of the First Class Minneapolis - John Fruetel

Cities of the First Class Duluth – Erik Simonson

Cities of the First Class Rochester – Greg Martin

Great Lakes Division – Adam Mannausau

DNR – Tim Oland

HSEM – alternate Kevin Reed

SFM – Bruce West

Parliamentarian – Ulie Seal

Editor – Jena Noah

Agent of MSFCA – Theresa Zikmund

**Absent:**

Past President – Vacant

**Regrets:**

Region 6 Lake – Bill Thoennes (Samer)

Finance – Tom Obele

**Guests:**

BJ Jungman – Legislative Chairman

Shannon Ryder – Membership/Marketing Chairman

**Call to Order:**

President Esbensen called the meeting to order at 12:05, welcomed everyone and reviewed the agenda. Reminded board that Teleconference will be held every third Thursday unless there are no agenda items.

**Approval of Minutes:**

The meeting minutes from the March 18, 2016 meeting at Camp Ripley were discussed. There is a duplicate paragraph on page four “ Transparency process going forward……”. No further corrections.

Chief Esbensen moved approval with the edit. Motion carried. PDF of final minutes to be forwarded to the board.

**Finance Committee Report:**

There was no finance committee members in attendance. The financial documents ending March 2016 sent by Agent N. Zikmund were reviewed.

Aging Summary: Includes Department Conference Fees, Department Membership Fees, Organizational Debits (ex: MSFCA) and Vendor Conference Fees. Normal for Fire Service to be 60 days out due to approval process – need to follow-up on those over 60 days $7353.00.

Membership Renewals: Dues lagging 2015, membership renewals were sent via email – will also do a mailing as correct emails not available for all members. Agents to report numbers.

Accrual accounting: Agents to obtain costs. When will we switch completely? T. Miller discussed

Motion by T. Miller, second by T. Butler to accept the March Financial Reports. A roll call ballot was held. Motion passed.

**Fire Service Advisory Committee:**

Legislative Chair BJ Jungman reviewed the Fire Safety Account White Paper. The FSAC meeting is to be held June 1, 2016. Action

Tabled until May 19, 2016 meeting.

Questions please call BJ Jungman or G. Esbensen. Meanwhile send suggestions/input to BJ for discussion at next meeting given the timeframe.

**Marketing/Membership Plan:**

Marketing/Membership Chair Shannon Ryder reviewed Membership “pilot” program.

Action: Develop “SMART” goals for next meeting.

**Adjournment:**

Meeting adjourned at 13:07.