Board of Directors

Teleconference

August 18, 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 4 Northwest – Mark Schmidt

Region 7 St. Croix Valley – Tom Miller

Region 8 North Suburban – John Cunningham

Region 9 West Central – Marc Klaith

egion 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 Rochester – Greg Martin

Great Lakes Division – Adam Mannausau

Parliamentarian – Ulie Seal

Agents of MSFCA – Nyle Zikmund, Theresa Zikmund

Finance Committee – Co-Chairs: John Wolff and Tom Obele

**Absent:**

Past President – Vacant

Region 2 Northern – Gary Larson

Region 3 Arrowhead – Kurt Rogers

Region 5 Cuyuna – Chip Lohmiller

Region 6 Lake – Bill Thoennes

Cities of the First Class Duluth – Dennis Edwards

SFM – Bruce West

Editor – Jena Noah

DNR – Tim Oland

Joe Kelly - HSEM

**Call to Order:**

President Esbensen called the meeting to order at 12:01.

**Approval of Minutes:**

Motion by Specken, second by Cunningham to accept the June 16th minutes. Roll Call Vote was conducted. Minutes adopted including May Minutes as amended.

**Finance Committee Report:**

Report by Finance Chair, John Wolff and Tom Obele

(See attached June Financial Report)

Cash Burn:

Rate not unusual to be negative in May.

Looks better in June compared to 2015

Conference revenue coming in

 Membership - Closing the gap in June

 Hoping for 10% more membership so gap is larger than it appears

 No ED transition cost this year

 Magazine revenue up – may just be collecting earlier

Cash Flow:

 Cash flow positive in Q1 an dQ3, still a concern in Q2 and Q4

Revenue:

 Issue - Fair Plan Revenue of $65,000– not spent yet

 Conclusion – Budget goals will be dependent on Conference revenues and membership.

YTD:

 Depreciation was determined YTD

 YTD up $69,000 but driven by Fair Plan.

 Questions?

Klaith – YTD without Fair Plan actually only at $10,000. Can we separate?

 Working with N. Zikmund on separate chart to show buckets

Recommendations:

Carry some cash on hand.

A line of credit especially if we spend down Fair Plan.

$75,000 would be secured for 12 mos. – reapply annually –pay on interest only

 Small start-up costs – don’t start paying until you take loan

 Work on 2017 and 2018 Budgets

 *Action: Review Committee Budgets at September Board Meeting*

Motion by Klaith, Second by Conrath by to accept Finance report. Roll Call Vote was conducted. Motion adopted.

**Barry Haire Book Request:**

Concerns about how input from Fire Chiefs is portrayed. Concerns about protecting our Brand.

Karl – Revenue for the Chiefs? No revenue sharing. Actually looking for financial support.

 *Action: ED to compose a written agreement (MOU). Bring for board review at the August Meeting.*

Motion to adjourn.

Meeting adjourned at 12:36.

Next meeting August 18th at noon.