

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

AGENDA

BOARD OF DIRECTORS SPECIAL ANNUAL EVALUATION SESSION

The meeting is called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District per district bylaws to "critique board performance of the past year, evaluate the performance of the fire chief, and discuss planning strategies for the coming calendar year". No other business shall be considered at this special meeting.

Wednesday, January 20, 2010, 7:30 pm.

Location: Station 810, 33900 West Street (behind Albion Grocery), Albion, California

1. **Call to order and determination of a quorum.**
2. **Public communication to the Board.** An opportunity is provided for members of the public to address the board with respect to any item described in this notice, either before or during consideration of the item.
3. **Annual Evaluation.** The Board will discuss and critique board performance of the past year, evaluate performance of the fire chief, and discuss planning strategies for the coming calendar year.
4. **Adjournment.**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, at least two days before the meeting date.

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Fundraising committee

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ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING

The meeting was called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District per district bylaws to "critique board performance of the past year, evaluate the performance of the fire chief, and discuss planning strategies for the coming calendar year" No other business was considered at this special meeting.

Wednesday January 20, 2010, 7:30pm. Location: Station 810, 33900 West Street, Albion, California

1. **Call to order and determination of a quorum.** Meeting called to order at 7:32pm. Attending were board members Ed Petrykowski, Rich Riley, Alan Taeger and Terry Kemp; Fire chief Derek Wilson and Ted Williams.
2. **Public communication to the Board:** None
3. **Annual Evaluation:**
 - a. **Board critique:** Ted spoke that there seems to be very little communication between the board members in between board meetings so that makes it difficult to get things done. He asked if we could have everyone get together to focus on grants or fundraising separately from the scheduled board meetings. It was discussed that this may improve board members understanding of what's been done before and may help reduce the feeling of the board being disconnected from the fire dept. There was discussion about the need for more public awareness of the different roles of the Fire Department and the District Board.
 - b. **Fire Chief Performance:** Derek has been the Fire Chief since January 2008. Comments on the chief's performance included:
 - i. Derek is very professional in his dealings with the public and other safety organizations.
 - ii. Derek works closely with Cal-fire and goes after reimbursements in a timely manner.
 - iii. Derek seems to be well received by the public and it appears that he has transitioned well into the role of fire chief.
 - iv. The board is very happy with the interface between Derek and the board and we are grateful for his willingness to do a big job for no pay.
 - v. Areas for improvement include informing the Board sooner when there are vehicle repairs required or other equipment needs. Derek was encouraged to place things on the agenda early so that we will be able to act on them promptly.
 - c. **Planning Strategies for the Coming Calendar Year:** Fund raising was the major focus of the board discussion. Those present discussed the need to find other ways to raise large sums in addition to grant applications. The board discussion included:
 - i. Solicitation of generous gifts from major donors inside or outside the district to meet some of the district's financial needs.
 - ii. Have a focused fund raiser for a specific project: fire house construction; vehicle maintenance fund; or a new fire truck.
 - iii. Publish a newsletter or flyer to let the community know who we are and what our needs are.
 - iv. Investigate placing a ballot measure to increase fire district tax rates (Even if the measure doesn't pass it will raise awareness of the district's needs).
 - v. Discuss fundraising at the upcoming presentation to the community of the plans for the firehouse.
 - vi. Find a person in the community, not necessarily a board member, who would have the ability and the desire to solicit substantial donations for district special projects.
4. **Adjournment.** Meeting adjourned at 8:35 pm.

Minutes approved as presented by unanimous vote of board at the January 26, 2010 regular business meeting.