



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, March 15, 2021, 6:00 pm

Please note that due to the corona virus outbreak and subsequent warnings this meeting will not be held at Whitesboro Grange, but rather via videoconference on the Zoom platform. Information on attending this meeting can be found on our website <http://www.albionfire.com> under the Notices tab.

1. **Call to order and determination of a quorum.** . The meeting was moved to a Zoom online meeting because of the Mendocino County Health Department's declared local health emergency due to the COVID-19 pandemic. The Zoom meeting was hosted by President Greenberg. Directors Acker, Welty, Linstedt and Christensen were present. Also present Wendy Meyer and Helena Chalfin. The meeting was called to order at 6:08 pm by President Greenberg.
2. **Motion by Secretary Steve Acker to adopt agenda:** Approved by a board vote of 5 ayes
3. **Public communication to the board:** None
4. **Chief's report:** (see packet)
5. **Consent calendar:** Approved by a board vote of 5 ayes.
 - a. **Approval of the January 18 regular meeting minutes.** (see packet)
 - b. **Acceptance of January, February correspondence report.** (see packet)
 - c. **Acceptance of submitted current financial report.** (see packet)
6. **Committee Reports:**
 - a. **Facilities Welty:** Welty will assign tasks to complete details at 810. Electrical permit for light at 812 has to be applied for and work completed to have the project signed off. (see packet)
 - b. **Treasurers report Welty:** (see packet) Director Acker will research Calvert Tax Refund. Director Greenberg will call Karen Calvert regarding the property tax refund. Director Greenberg proposed a simplified finance report each month containing what we have less what is or will shortly be due and any departures from what has been budgeted. Suggestion accepted by Treasurer
 - c. **Grants Christensen:**
 Firewood at Airport: Esther Faber is contacting the DOT to obtain permission for us to use firewood as a source of fundraising.
 Fire Safe Council: The Mendocino Co. Fire Safe Council is re-starting the Chipper program and is scheduling properties. The NEAR assessment tool is being finalized
 USDA grant: Submitted February 27th. Last Friday received info from new contact person requesting resubmission of most of the documents submitted 2/27.
 SAM Registration: Resubmitted March 2 after failure to realize that the DLA (Defense Logistics Agency) 72 hour require response time to submit proof of physical address includes Saturdays and Sundays. Response from IRS confirming our TIN received again. Waiting now on new request from the DLA which last time took about 18 days
 Community Foundation: Community Enrichment grant postponed allowing Lee's Committee to beautify area around Station 810 to formalize their project's plans. Community Foundation for non-Profits in process
 CalFire Forest Health and Forest Legacy Grant: Working on this with Helene Chalfin. Training on April 7th.
 Question should involve Van Damme as co-partner or go it alone?
 Questions to the Board: Outcome of Chief's meeting re Sirens
 - d. **Job Descriptions:** Board members report of their current job description of their board positions with a list of tasks they do, tasks that need to be done, tasks that they do but would prefer not to.
 - e. **Proposed committees.** (see packet)
7. **Items for discussion and possible action by the board**
 - a. **Form 700 annual conflict of interest.** Due on April 1st. forms and information at www.fppc.ca.gov forms were submitted by board members
 - b. **Fee for service.** Mendocino Fee Ordinance article from the Mendocino Beacon. Review for consideration at the next board meeting.
 - c. **Bylaws Amendments.** The Board will review the bylaws with suggestions for next meeting. (see packet)
8. **Closed Session:** Gov. Code 54957(b)(1) Employee Evaluation, contract renewal: Fire Chief (see packet)
 - a. **Report:** postponed until next meeting
9. **Adjournment:** Meeting adjourned at 7:07 pm. Next Regular meeting is scheduled for Monday February, 15 2021 at 6:00