

CLAY SPRINGS-PINEDALE
VOLUNTEER FIRE DISTRICT
PO BOX 926
CLAY SPRINGS, AZ 85923

March 31, 2015 1:00 PM Pinedale Building

MINUTES OF SPECIAL MEETING OF THE
GOVERNING BOARD

The Governing Board of the Clay Springs-Pinedale Volunteer Fire District met in SPECIAL SESSION in Navajo County, Arizona. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03 (A) (3) for legal advice from the District's attorney on matters as set forth in the agenda item.

Call to order at 1:00 PM

Board members present: Bill Petersen, Mike Neill and Robert Quackenbush
also present: Chief Robert Garvin and Administrative Chief Del Etter

The purpose of this Special Meeting was to hear the District Accountant personally present the final audit for 2014 and for the Board to approve it.

Mr. James Saunders went through the final audit answering questions as necessary. It was stated that there was absolutely no way he or any other auditor could "certify" CSPVFD's audit. They can however attest that it is true and accurate based on the materials that the District provided them. As such Saunders and Company found no significant problems. CSPVFD does need to address "legal and regulatory requirements relating to employment documentation" to become fully compliant. ie: finger printing, e-verify, etc.

Mike Neill moved to approve the audit; Robert Quackenbush 2nd. Audit was approved unanimously.

Del asked if they (the auditors) were familiar with Quick Books and if they would give him a tutorial in moving accounts from County account to the Credit Union account after the meeting.

Meeting was adjourned at 1:36 PM



Submitted by: Bill Petersen, Board Chairman

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MINUTES OF
GOVERNING BOARD
March 19, 2015 Pinedale Bldg.

The Fire board of the Clay Springs-Pinedale Volunteer Fire District met in regular session, in Navajo County, Arizona. The board may vote to go into executive session on any agenda item pursuant to A.R.S. 38-431.03 (A) (3) for legal advice with the District's attorney on matters as set forth in the agenda item.

- 1) CALL TO ORDER: 7:00 PM
- 2) PLEDGE OF ALLEGIANCE / INVOCATION Rob Langford
- 3) ROLL CALL: Mike Neill, Bob Quackenbush, Bill Petersen, Rob Langford, Debra Perkins
- 4) Minutes of February 19, 2015 were in each Board members packet. Debra Perkins moved to approve ; Rob Langford 2nd; minutes were approved by unanimous vote.
- 5) Discussion of finances:
 - a) the financial statement for the last month was presented to the Board by Merrienne McGee
 - b) Board acknowledged and approved by signature
 - c) Del & Merrienne presented the Board with a budget proposal work sheet for 2015-2016: There is approximately a \$12,000 short fall from last year. Totals for each category were read and discussed as well as several line items expenses. Final worksheet will be brought to the Board next meeting.
- 6) Chief's Report:
 - a) A moment was taken to present Gail Etter with a plaque in appreciation for her many years of service as Office Assistant to Del.
 - b) Chief's report attached
 - c) A monitor (EKG noted last meeting) has been donated and the possibility of another is in the works. A Thank You letter will be sent to Pinetop Fire.
 - d) Chief is going to a Chief's conference March 24 thru 26 in Phoenix
- 7) New Correspondence:
 - a) Copper Point snafu has been corrected. We never were cancelled
 - B) Saunders' and Company requests a meeting to present the Board with the final audit of 2014. The request is for March 31 at 2:00 pm. At this time all Board members agreed with the date, but asked for meeting at 1:00pm. Chief will call Saunders and ask for that time. Special Meeting will be Posted.
- 9) Call to public: none present
- 10) Executive session not required.
- 11) Date and time of next meeting: SPECIAL MEETING March 31, 2015: Regular meeting April 16, 2015 7:00 pm
- 12) Closing prayer: Rob Langford

13) Meeting adjourned at 8:25 pm

submitted by Bill Petersen Board Chairman

Bill Petersen