

**MICO VOLUNTEER FIRE DEPARTMENT**  
**7121 County Road 271, Mico TX 78056**  
**EXECUTIVE/BUSINESS MEETING MINUTES**  
**October 10, 2017**

**Attendees:**

**Linda Murphy – President**  
**Jaime Esquivel - Vice President**  
**Jim Wilbourn – Treasurer**  
**Bo Shaw – Secretary**  
**Mike Tudor – Fire Chief**

**I. Call to Order: Business Meeting** – meeting was called to order at 7:08 pm.

**II. Reading and Approval of the Minutes:** Minutes from September were read with one correction noted in Section IV Unfinished Business, Para 3. The amount that MCESD #1 agreed to pay should read \$22,154.00. A motion to accept the minutes from September, with that correction, was made, seconded, carried and approved.

**III. Financial Report:** The Treasurer read the financial report. Accounts total \$160,273.78 as of September 30, 2017. We received a donation from Summit Ridge Property Owners Association for \$500. Expenditures included VFIS Vehicle Insurance, VFIS Worker's Compensation, and Training expenses. A motion was made to accept the report, it was seconded, carried and approved.

**IV. Unfinished Business:**

1. Credit Card Issue (Jim): The Treasurer explained that MVFD does not have any credit cards, only 3 debit cards. This creates problems occasionally when Firefighters attend training and try to pay for their hotel expense using the debit card. Because they use debit cards, close coordination between the firefighters attending training, the Treasurer, and the Bank has to occur. If the expenditures at training will exceed the \$2,000.00 limit, the Treasurer can coordinate with the Bank to raise the ceiling limit on the debit card. The Fire Chief stated that despite this process, sometimes the debit card still doesn't work. At this time, the Treasurer has discussed this problem with the bank and there should be no problems as long as the Firefighters stay within the approved limits on the debit card. (CLOSED ITEM)
2. Fall Harvest Fund Raiser (Jamie): The Vice President reports that everything is on track for this event on October 21. The Treasurer asked if he needed cash to support making change for purchases. The Vice President asked for \$50.00 in small bills, the Treasurer recommended \$100.00 based on past events. (OPEN ITEM)
3. MCESD #1 Discussion – relocation of AMR team (Linda): The temporary building for the AMR team has been delivered and positioned at the back of the MVFD property. A final decision has not been made as to the exact location of the building, however the

board consensus is that it should be located as far away from the main building as possible. The Fire Chief recommends that the AMR vehicle remains in visual sight of the road so that local residents know the AMR crew is still here, and recommends designating the area in front of the EMS barn as the ambulance parking area. (OPEN ITEM)

4. MCEDS #1 Purchase of Radios (Fire Chief): The Fire Chief reports that the radios have been delivered but have not been set up to fully functional capability yet. Because the overall system is not fully functional, they are still operating in the analog mode. (OPEN ITEM)
5. Nomination Committee: The committee has one name of a potential candidate for a board position. He said he was interested, however, has not contacted the nominating committee yet to confirm. The Vice President nominated Linda Murphy, the current President and Bo Shaw, the current Secretary, for another 2-year term of office. The positions expiring this year are the President and the Secretary. Both incumbents indicated a willingness to stay on if needed/desired. (OPEN ITEM)
6. Strategic Planning Work Group (Linda): This committee will meet immediately after this meeting. (OPEN ITEM)

#### **V. New Business from Board Members:**

1. Monthly report of incident calls and FF staffing (Fire Chief): Firefighters responded to 3 calls in the month of September. The Fire Chief asked if he could schedule Truck 195 for maintenance, estimated cost is \$2,500.00. A motion was made to approve, it was seconded, passed and carried. (OPEN ITEM)
2. Firefighter Appreciation Dinner (Linda): The date is set for Saturday, November 4. Discussion on catering options resulted in selecting Umberto's Italian Grill. The President presented memento options. A motion was made to set a budget limit of \$2,000.00 for this event, it was seconded, passed, and carried. (OPEN ITEM)
3. Budget Training (Linda): The President has asked MCESD #1 to come to the next MVFD Board meeting to discuss the budget process. (OPEN ITEM)

#### **VI: New Business from Membership: None**

#### **VII: Announcements:**

Exec/Business Meeting: November 14, 2017

ESD Meeting: November 8, 2017

#### **IX: Adjourn (Motion) – the meeting was adjourned at 7:54 pm.**

**Note: Members and visitors are welcome to attend any Executive or Business Meeting. Members must be recognized by a Board Member before speaking during any agenda item.**

**Visitors who wish to make a comment to the Board may do so by signing up under the appropriate agenda item. Concerned Citizen Comments, not regarding a specific agenda item, may be made by signing up on the visitor's log. The comment is limited to three minutes. Any person in violation of the meeting format can be asked to leave or be removed from the meeting and/or property. Executive and Business Meeting agendas will be posted at the MVFD Fire Station and on the Department website 72 hours prior to the Meeting. Executive Meetings start at 7:00pm, Business Meetings at 7:30pm. Emergency Executive Board Meetings will be posted 48 hours in advance of the Meeting. The Executive Board of the Mico VFD reserves the right to adjourn into executive session at any time during the course of the Meeting as authorized under the Texas Open Meetings Act, Government Code 551.074 (Personnel Matters) and any other provision under Texas law that permits a closed executive session. In an emergency where there is an urgent public necessity the agenda for such meeting may be posted two (2) hours prior to convening (Section 555.045, Open Meetings Act).**

**Respectfully Submitted  
Linda Murphy, President**

**Posted According to all  
known meetings acts:**