

**EVANS VALLEY FIRE DISTRICT #6
BOARD OF DIRECTORS
REGULAR MEETING**

Minutes of November 9, 2023

1. The meeting was called to Order by Board Chair Larry Tuttle at 6:32 PM.
2. Roll Call: Larry Tuttle, Kathryn Henning, Cynthia Edwards, and Chief Davidson were present. Patricia Ott and Heather Friend were not present.
3. Consent of Agenda: It was moved by Kathryn Henning and seconded by Cynthia Edwards that the Agenda be approved. The motion passed unanimously.
4. A. Approval of the Minutes of the October 12, 2023 Regular Board Meeting: It was moved by Larry Tuttle and seconded by Kathryn Henning that the minutes of the October 12, 2023 Regular Board Meeting be approved. The motion passed unanimously.
5. Financial Reports – Chief Davidson:
 - A. October 7, 2023 to November 3, 2023. It was moved by Kathryn Henning and seconded by Cynthia Edwards that the Financial Report for October 7, 2023 to November 3, 2023 be approved. The motion passed unanimously.
6. OLD BUSINESS:
 - A. Station Lighting Maintenance: The project is complete with the exception of another coat of paint which needs to be applied to the ceiling.
7. NEW BUSINESS:
 - A. Brewster Audit Report: Richard W. Brewster, CPA, PC, presented the Audit Report for the year ended June 30, 2023. We received a clean bill of health as no irregularities were reported. A major change moving forward will be that the Oregon Secretary of State has raised the threshold for requiring a full audit from \$500,000 to \$1,000,000.
 - B. Resolution 23-06: Board Chair Larry Tuttle read aloud Resolution 23-06, In The Matter of Declaring a Registered Agent and Registered Office for Evans Valley Fire District #6. A motion was made by Kathryn Henning and seconded by Cynthia Edwards to adopt Resolution 23-06 as read. The motion passed unanimously.
 - C. Fire Chief's Performance Appraisal: Chief Davidson discussed conducting a Performance Appraisal at six months rather than waiting a full year. Discussion. As two Board members weren't in attendance and able to provide input on the format that we want to use, this will again be discussed at the December Board meeting. The actual appraisal will be conducted in an Executive Session during the January Board meeting.

8. Chief's Report and Training Officer's Report (see attached): Chief Davidson presented the Chief's report and the Training Officer's report. Highlights include noting 45 alarms in the month of October covered with 28 response volunteers and 3 paid staff members (as of October 31, 2023). This brings the total alarms to 454 for 2023 which is 14 more at this point in the year than last year, a 3.18% increase. The trend is that the Fire District is busier and busier.
9. Good of the Order:
 - Auxiliary Meeting Date: First Monday of Each Month at 10:00 AM.
 - Association Meeting Date: First Tuesday of Each Month at 6:30 PM
10. Adjournment: Kathryn Henning moved that the meeting be adjourned. The meeting was adjourned at 7:24 PM.

Kathryn Henning
Secretary

Next Regular Meeting: December 14, 2023 at 6:30 PM