



**PEYTON FIRE PROTECTION DISTRICT
SPECIAL BUSINESS MEETING
www.peytonfiredistrict.com**



MINUTES

Saturday May 7, 2011
Peyton Fire Protection District Fire Station

1. **Call to Order:** President Leon Gomes called the meeting to order at 9:24 AM.

- a. **Board Members Present:**

President: Leon Gomes
Vice President: James Fraas
Treasurer: David Stoddard
Secretary: Bill Beary

- b. **Board Members Absent:**

Director: Patrick Palacol

- c. **Others Present:**

Interim Chief Sharon Brown

2. **Approval of Agenda:** The agenda for the May 7, 2011 Special Board Meeting was approved 4-0 on a motion by Mr. Fraas and second by Mr. Beary.

3. **Old Business:**

- a. **Policy Development Workshop:** The Board reviewed and discussed portions of a draft major revision to the Peyton Fire Protection District policies. The Board discussed the following topics:

- (1) Overall priority, position, and consistency of District policies in relation to State Law, District By-Laws, and Standard Operating Procedures.

- (2) Draft Policies

- Policy No. 1 - Custodian of Records

- Policy No. 2 - District Board Treasurer

- Policy No. 3 - Contract Bookkeeper

- Policy No. 4 - District Funds and Reserve Policy

- Policy No. 5 - Fire Department Membership

- Policy No. 13 - Fire Department Officers

(3) The Board will schedule a follow-on workshop to continue discussion of draft policy revisions. Potential dates will be discussed at the next regular Board meeting scheduled for May 10, 2011.

4. **New Business**: None.

5. **Public Comment**: None.

6. **Future Agenda Items**:

a. District Policy Development

7. **Announcements**: None.

8. **Adjournment**: Board President Gomes adjourned the Special Board meeting at 11:33 AM.



William Beary
Secretary
Peyton Fire Protection District



Leon Gomes
President
Peyton Fire Protection District