

Approved 2005 minutes

Meeting Minutes

(It is not SKFRVA policy to post financial and budget information online. Actual \$ amounts are omitted from the online posted version of the minutes, but are presented in the minutes read for approval during normal monthly meetings.)

Tuesday December 6th, 2005
Station 31, 19:00
After Safety Drill

Attendance

Officers	Firefighters	Support	Auxiliary
Pres. Mike Smith	Gary Chasteen	Beseda	
Sec. Scott Lucke	Peterson	Rick Nordmark	
VP. Terry Bontrager	Scott Hartley	Sharon Gakin	
Tres. Debi Smith	Joe Guseman	Keith Nagel	
Rich Lamoureux	Russell Wittenburg		
Josh Buzzard	Golnik		
	Ron Armbrust		
	Anthony Picini		
	Dan Cryder		
	James Hollis		
	Kunkel		
	Maples		
	Bodlorick		

Between the Safety Drill and the Association Meeting:

BC Hartley made some announcements.

There are no flu shots at this meeting. The new V-shift starts 13 Dec. Intern program is scheduled to begin in April. He announced the Kitsap County Fire Service Banquet. He has no answer yet on the Assoc. conducting the department hose testing. The SKFR Banquet is scheduled for Feb 25th. There is an opinion that the department has too many awards, so there may be a reduction in the awards presented. New awarding rules will come into effect.

Meeting was called to order at 19:54.

Meeting Minutes: Minutes from the previous meeting were read and discussed. Before adjourning this meeting, Hartley motioned to accept the minutes from the previous meeting. Nordmark second. Motion passed.

Financial Report: Treasurer, Debi Smith is still consolidating the year's financial records and has not performed the annual audit. However, Debi did share the mini audit results from the Fire House Spaghetti Feed.

She reported that the Halloween events went over budget.

She concluded that the Santa Run event has generated some donations during its first weekend.

OLD BUSINESS:

Incentive Program: Bontrager brought out T-shirt and hat inventory, and handed out items to attending members. The same amount of funds are budgeted for the volunteers over the next two years.

Grant Writing update: Tabled. Neither Chuck nor Terry attended the meeting or provided an update.

NEW BUSINESS:

Annual Association Agenda: Lucke handed over the Secretary's Notebook to Rich Lamoureux. The notebook contains the AAA, a current copy of the bylaws, volunteer contact information, sample forms, and a CD with template material, electronic versions of the bylaws, AAA, etc. Lucke will maintain custody of the mail key, station 12 storage key, and the station 31 office key until the end of the year.

HotFoot 5K: Lucke announced that the HotFoot preparations have begun. It is scheduled for Saturday, June 24th. It is already in one publication (Kitsap Runners).

Scholarship Committee: Lucke announced that the web site has the 2006 scholarship posted and letters have been sent to the schools with sample copies. Lucke explained that three members are needed for the review committee to review the essays and sit in on the interviewing. Buzzard, Beseda, and Mike Smith volunteered to form the committee. Lamoureux volunteered to be a back up.

Nominations for Assoc. Member of the Year award: Lucke asked the attending members to make their nominations to the officers for this award. Some examples of past awardees were mentioned. No nominations came forward at the meeting.

Strategic Planning: The scheduled meeting for November 19th, Station 31, 09:00 was canceled. Rescheduling of the meeting is targeted for Saturday, January 21st 09:00, station 31.

Department Xmas Brunch, Dec 10th: Lucke discussed the matter with Mark Yerqeau. The union is not interested in putting the energy into the event. Mike Smith discussed the event with Chief Senter. The event was canceled. Lucke canceled the caterer.

Santa Runs: Lucke sent out the press releases. Mike discussed the schedule and sent around the volunteer list. The Santa Runs are going well with the donations already mentioned in the financial report.

South Kitsap Beautification Endorsement: Lucke introduced the Sinclair Inlet Enhancement Project to the attending members. Lucke informed the members of the concept to lay Tagro and then ground cover, small bushes, and some trees along the sides of Hwy 16 through South Kitsap and Gorst. A grant has been applied for to support the project. Lucke ask the members to consider endorsing the project and provide a non-profit organization for the grant money to be deposited to before being spent on the project. Lucke also volunteered to head the project for the Association.

The suggestions were met with great opposition. Attending members were concerned about the labor needs. Hartley advised that the Association stay away from the project. Mike Smith expressed that he knew the Chief would be very unhappy about the Association acting as a go between for the grant money.

Lucke will pursue the project outside of the Association.

New Banners: Lucke asked the attending members to consider updating the 2' x 5' Association Banners. We only have one of the two we had made two years ago. It is worn, the name has changed, the web address is new, and the logo is different. Lucke offered to donate his raceway bonus check to reduce the financial impact of the purchase to approximately half the cost through

Bethel Signs, who made the last banners. After some discussion, Hartley motioned to replace the two Association banners at the offered cost. Hollis second. Motion passed. The FHSF banner also needs the date changed for 2006. Lucke pointed out that the date change falls under a minimum charge. Now would be a good time to incorporate additional changes such as our new logo, web site, etc. After some discussion, Bontrager motioned to only approve the date change with the minimum charge. Lamouroux second. Motion passed. Other changes can be authorized at a later date. Lucke will discuss with Bethel Signs, just how many changes can be conducted for the minimum charge.

Hose Testing: Mike Smith explained to the attending members about the benefits he sees for the Association, and questioned Hartley about the offer to have the Association conduct the annual hose testing. A contract for the work would only require a few weekends and would generate some real funds for the Association general fund. The attending members were interested in the project but Hartley did not have a response from the Chief on the matter.

Family Sponsorship: Dan Cryder asked if the Association was planning to sponsor any Sidney Glenn families this year? Dan understood that the due date to be Dec 7th. The discussion on the subject surfaced the fact that there is the money that was budgeted for the canceled Xmas brunch. The Xmas brunch budget can cover one family. The Association has a history of sponsoring two families. Nordmark motioned to convert the full Xmas Brunch budget into the Family Sponsorship. Hartley second. Motion passed. Dan offered to personally cover an additional money for the cause, to enable the Association to sponsor two families this year. Bontrager offered to go in half on Dan's offer. Hollis also offered up additional money during the discussion. It was decided that the sponsorship will be for two families. Dan will contact the school about the sponsorships. Dan, Debi & Mike Smith will make the necessary purchases over the weekend.

The meeting was concluded at 20:56.

The next meeting will be Friday, January 20th, at station 31, 19:00.

Saturday November 19th, 2005
 Station 31, 09:00
 Strategic Planning Meeting
 - Canceled -

Meeting Minutes

Tuesday November 1st, 2005
 Station 31, 19:00
 After Safety Drill

Attendance

Officers	Firefighters	Support	Auxiliary
Pres. Mike Smith	Gary Chasteen	Mike Foster	
Sec. Scott Lucke	Rich Lamoureux	Rick Nordmark	
VP. Terry Bontrager	Scott Hartley	Sharon Gakin	
	Joe Guseman	Keith Nagel	
	Russell Wittenburg		
	Heath Sutherland		

	Ron Armbrust		
	Anthony Picini		
	Dan Cryder		
	James Hollis		
	Josh Buzzard		

Meeting was called to order at 20:20.

Meeting Minutes: No previous meeting minutes were provided at this meeting.

Financial Report: Treasurer, Chuck Kuhn, did not attend the meeting. No financial report was presented.

OLD BUSINESS:

The newly approved bylaws were signed by Bontrager.

Incentive Program: Bontrager summed up the status of the incentive budget and items being covered by the budget by asking people to bring in their items to have new patches sown on; the money is almost out.

Ghost Train and Givens Halloween report: The Halloween events were conducted. The Ghost Train was conducted by Mike & Debi Smith, Rich & family Lamoureux, Terry Bontrager, Josh Buzzard, and Scott Lucke. The event went well. 300 apples were finished by 20:10. 400 should be provided for next year. \$ was donated into a boot that was left out on the table.

The Givens Halloween Party was conducted by Terry Bontrager and Tammy Ross. The event was a success with 768 kids through the door. Terry and Tammy were under manned. They went through 300 apples and ran out early. They were able to borrow a floor matt from Givens. No boot was set out, nor, were any donations collected.
Lessons: 400 apples should be acquired for each event. A floor matt is also needed for future events.

Elections: President Mike Smith asked for volunteers to create a nomination committee to count ballots. Dan Cryder, Tony Picini, and Russell, Wittenburg volunteered for the committee. Accepted nominations went as follows: President; Terry Bontrager, Vice-president; Josh Buzzard, Treasurer, Debi Smith, and Secretary; Richard Lamoureux. Due to the lack of candidates, Mike Smith asked the attending members if they would like to nominate all nominations simultaneously as recorded. Scott Hartley so moved. Foster second. The nominations were voted into office with one unanimous vote.

The elected members for 2006 are:

- Terry Bontrager** - President
- Josh Buzzard** – Vice-president
- Debi Smith** - Treasurer
- Richard Lamoureux** - Secretary

President, Mike Smith, Vice-president, Terry Bontrager, and Secretary R. Scott Lucke conducted a brief executive session from 20:50 to 20:55. It was decided that the newly elected Treasurer will start the position immediately and be tasked with an audit before the end of the year; providing time to organize the books.
The remaining officer positions will fill their post in January. There is no swearing in ceremony.

NEW BUSINESS:

Grant Writing update: Tabled. Neither Chuck nor Terry attended the meeting or provided an update.

Strategic Planning: Reminder; November 19th, Station 31, 09:00.

Department Xmas Brunch, Dec 10th: Still no response from Mark Yergeau over how the Union feels about the suggested arrangement. Time is running out to act. Lucke will pursue Mark for a response.

Santa Runs: Mike will contact Darren Pratt and see if he can reach Russell for Santa work. Debi will look for beards and a belt. Lucke will ask Mary to sew the booties.

The meeting was concluded at 21:00.

The next meeting will be the Strategic Planning Meeting, November 19th at station 31, 09:00.

Meeting Minutes

Friday October 21st, 2005
Station 31, 19:00

Attendance

Officers	Firefighters	Support	Auxiliary
Mike Smith	Gary Chasteen		Debi Smith
Scott Lucke	Rich Lamoureux		Darren Pratt
Terry Bontrager			

Meeting was called to order at 19:13.

Meeting Minutes: Terry motioned to accept the minutes from the last three meetings. Gary second. Motion passed.

Financial Report: No financial report was presented at this meeting. Lucke explained about the missed transfer of \$1,000 from the HotFoot/scholarship account into the checking account to cover the scholarship checks, including the associated fees for bouncing the account. The bank was kind enough to remove their fees. Chuck did complete the transfer. A new check was written for the Emily Hoynes Scholarship in the amount of \$1,025 to cover their \$25 fee. Mike asked what we can do to square away our accounts. The mini audits have been conducted per event, but no monthly accounting has been tracked for almost half the year. Lucke has possession of the check book and has been keeping up with expenses. The laptop is still not functioning for updated reports and Chuck has not attended a meeting since the June meeting. Lucke went on to explain what the accounts will roughly be after the FHSF the Association funds are concluded.

Mike recommended a recess for executive session to discuss the matter. A recess was conducted later in the meeting.

Lucke brought in the registration form to register SKFRVA as a Combined Federal Campaign recipient. Lucke plans to fill it out, but needs to clear up the situation with the IRS and our non profit status before turning in the paper work. Chuck did not show up to provide any contact information for the IRS. Lucke will contact him again in an effort to resolve the situation.

OLD BUSINESS:

The newly approved bylaws were signed by Bontrager.

Fire House Spaghetti Feed Report: The SHSF was a huge success. Lucke only had the first page of the mini audit to present because his printer ran out of paper before printing the remaining pages. The first page had most of the more important data, so Lucke reviewed that information with the attending members.

The Union was pleased with the Feed and provided a good work force during the event. Thank you cards need to be sent out to Dawn and Terry for all their hard work in creating advertisement of our activities for the patrons to see. Mike will meet with Mark and Eddie about figuring out how to distribute the funds that were raised.

Next year's date will be Saturday, Oct 14th.

Raceway: Lucke explained the results of the meeting held on Wednesday, October 12th to finalize the 2005 season. Chris Ellis presented a card and coffee certificate to Nancy for her involvement with the season. Chief Senter was pleased with the outcome of this year's season. He announced a bonus for each person who fulfilled duties at the raceway (bonus amounted to 25% of the total money received from the raceway). Chris Ellis was praised for how well he handled the scheduling. It was decided to award Chris an additional bonus for his successful efforts. Chief Senter designated the remaining funds as Department compensation for use of the apparatus.

A close look will have to be made on the volunteer resources for next year's potential contract. Chief Senter is planning to meet with the Association on the matter in January.

NEW BUSINESS:

Grant Writing update: Tabled. Neither Chuck Kuhn nor Terry Lerma attended the meeting for an update.

Strategic Planning: Reminder; November 19th, Station 31, 09:00.

Department Xmas Brunch, Dec 10th: The catering will cost \$10 a head. 90 to 100 people usually show up. The association can sponsor 20 volunteers who wish to attend. Still no response from Mark Yergeau over how the Union feels about the suggested arrangement. Lucke will pursue Mark for a response. After hauling the tables and chairs to Station 8 for the FHSF, it was decided to move the event to Station 12. Debi agreed to plan cookie baking and decorating for the kids. The tree can go in the meeting room.

Santa Runs: Mike will connect with the Union about their PO schedule and send the full schedule to DC Olson for approval. Lucke contacted Manchester Community Club about the tree lighting date at the library and will line up the dates. Debi will check in Lakewood for Santa beards and a belt. Lucke will work on having the boot covers sown.

Santas are still needed. Cribbs is an unknown. Mike will check with Ed Russell. Darren Pratt volunteered to act as Santa and will research other potential people for the role.

The candy canes are in. Terry agreed to have Barbara pick them up from Kmart in Bremerton.

Halloween Events: The Ghost Train at SK Park is Saturday the 29th. Mike & Debi will pick up the 6 cases of apples. Candy and decorations are at station 12. Lucke will pick up the pop up tent at station 6. Mike will arrange for an Engine through DC Olson. Bontrager will bring a piece of pipe to replace the pike pool.

The Givens Halloween will be Monday night at 17:00. Bontrager and Debi will set up at 16:30. Tammy Ross will purchase the hotdogs.

Elections: Lucke has received no nominations yet. Elections will be conducted at the Nov. 1 meeting. Bontrager will discuss the treasury position with Chuck. If Chuck is not prepared to present the account to the membership by the Nov 1 meeting, the new elected treasurer will assume the duties two months early.

Association T-shirts: Lucke promoted new Association T-shirts with the new logo by showing a design idea to the attending members. Lucke asked the membership to present other design ideas.

New Fundraising Events: Mike asked the attending members to brainstorm general fundraising ideas in order to raise the Association coffers. Debi suggested selling hotdogs or ice cream at the Safety Fair. With Walmart's permission; ice cream for floats can be kept on dry ice, or a generator can power a small freezer. Costco may donate some of the supplies.

Lucke motioned to adjourn the meeting. Terry second. The meeting was adjourned at 20:40.

The next meeting will be held after the Safety Drill on Tuesday, November 1st at station 31.

Friday October 7th, 2005
Station 8, 19:00

Attendance

Officers	Firefighters	Support	Auxiliary
Mike Smith	Dan Cryder		Debi Smith
Scott Lucke	Athony Picini		Mary Lucke

Meeting was called to order at 19:05.

Meeting Minutes: No meeting minutes were presented at this meeting.

Financial Report: No financial report was presented at this meeting. A check was given one signature to acquire change for the FHSF. Ones and fives will be withdrawn from the account.

OLD BUSINESS:

The newly approved bylaws were signed by Lucke and Smith.

NEW BUSINESS:

Fire House Spaghetti Feed, Oct 15th: Attending members reviewed the inventory list from station 12 and discussed the items Mike and Debi Smith will purchase at Costco. It was decided to keep the cookie dough on the shopping list. No meet balls will be purchased.

The new exhaust vent system is being installed at station 8. A plan to tie them up into the overhead will need to be put developed. Mike suggested talking to Olson. Eddie Lange will incorporate that in his topics with the Duty Chief.

Mike and Debi showed off the 24 red aprons purchased online for only about \$100.

A raffle item was discussed. Mike can order a fire blanket on line. Some people have stuffed animals to give away.

Dan will bring his large cooler and another crock pot. Mike and Debi will buy some more utensils for serving.

Lucke will talk to Tammy about the Starbucks coffee pick up since Tammy will not be available on Saturday.

Friday night; Mike will pick up the hamburger and bread. Lucke will meet with him at station 8 to unload the goods.

Everyone will meet at station 12 on Saturday the 15th; 11:00. Ray Lamoureux will bring a trailer. Dan will do the same.

Raceway: Mike pointed out the success of this year thru the FITs. There is a meeting on Wednesday, October 12th to finalize the 2005 season.

He promoted the idea of taking it on again next year in an effort to raise the general funds back up. Lucke was not as optimistic about the motivating factors that surround next year compared to the factors that surrounded this year. However there is no arguing the financial gain to the Association thru conducting the raceway.

Other Fundraisers: Anthony and Dan promoted a Car Wash Fundraiser next summer; one done with tenders. With a tender as a water source, a prime location can be selected without concerns of how to get the water. Lucke agreed that the novelty of fire apparatus could play out well, but that the use of tender water would have to be pre-approved if not being used to extinguish a fire or for fire training. Dan said he could talk to Manchester water for such approval. Mike told them to progress their idea.

The meeting was adjourned at 19:53.

The next meeting will be held at 19:00 on Friday, October 21st at station 31.

Tuesday October 4th, 2005
Station 31, After Safety Drill

Attendance

Officers	Firefighters	Support	Auxiliary
Mike Smith	Joe Guseman	Rick Nordmark	
Terry Bontrager	Gary Chasteen	Sharon Gakin	
Scott Lucke	Dan Cryder	James Buzzard	
	Heath Sutherland	David Michaels	
	James Hollis		
	Athony Picini		
	Russell Wittenberg		

Meeting was called to order at 20:47.

Meeting Minutes: A copy of the September 16th meeting minutes was passed around to the attending members. No motion was made to accept the minutes.

Financial Report: Treasurer, Chuck Kuhn, did not attend the meeting.

Budget: The attending members reviewed the proposal budget for 1 Oct 2005-30 thru 30 Sept 2006. Attending members discussed the figures provided in the proposed budget, which were essentially carried-over from recent years. Lucke pointed out the huge losses to the Association account in recent years due to the past budgets. The expenses covering the BBQ, Christmas Brunch, State and National dues, bereavement, and awards are without reimbursement and have dwindled the account balance. The attending members shared an interest to become more

responsible with the funds. After some discussion, Joe motioned to accept the revised General Fund Expenses. Terry seconded. Motion passed. The bereavement, membership dues, and BBQ will not be funded in the 2006 budget.

The Specific Expenses of Sports Sponsorships and the Scholarship were also discussed. A copy of the 2006 Scholarship application form was passed around to the attending members. After some discussion, Terry motioned to approve the Scholarship amount of \$1,000 for 2006, and the potential money to be spent on local sports sponsorships (based on the success of the Fire House Spaghetti Feed). Hollis second the motion. Motion passed.

The financial adjustments of the Association supporting the BBQ and Christmas Brunch will be discussed with the other divisions of the department.

OLD BUSINESS:

No old business was discussed at this meeting.

NEW BUSINESS:

2006 Scholarship: A draft to the 2006 application form was passed around at the meeting to promote comments. Not suggested alterations were expressed. Hollis motioned to approve the 2006 form. Terry seconded. Motion passed.

Bylaws amendment: Lucke provided a highlighted proposal version of the bylaws incorporating membership changes and officership rights as presented electronically last month. The attending members reviewed the proposed changes. The changes removed the specification of the FITs as a department division and generalized membership as any person active in a department volunteer program. A provision was also added to allow active community individuals not enrolled in a department volunteer program to run for and hold the Association office of Treasurer or Secretary. Voting rights would be granted to such a position. Joe motioned to approve the amended bylaws. Dan seconded. Motion passed.

Fire House Spaghetti Feed, Oct 15th: The next meeting on Oct 7th is devoted to discussing the FHSF. However, Hollis volunteered for clean up duty, Buzzard volunteers for set-up and more, and Sharon volunteer to bring a crock pot.

The meeting was adjourned at 20:53.

The next meeting will be held at 19:00 on Friday, October 7th at station 8 to cover the final planning for the Fire House Spaghetti Feed.

Friday September 16th, 2005
Station 31, 19:00

Attendance

Officers	Firefighters	FITs	Auxiliary
Mike Smith			Debi Smith
Terry Bontrager			
Scott Lucke			

Meeting was called to order at 19:10.

Meeting Minutes: July meeting minutes were reviewed at the meeting. There was no meeting conducted in August, due to cancellation.

Financial Report: Chuck did not attend the meeting. Lucke shared the official HotFoot 5K audit report, and the BBQ financial breakdown with the attending members. Lucke pointed out that we can expect a bill of approximately \$100.00 from the web server this month. The attending members reviewed and created a proposal budget for 2005-2006. Bontrager asked why no line item was created for the upcoming levy. The association has an account set aside for levy funds, and the money generated for that account must be specifically generated for that purpose. There was not enough membership for a quorum to be able to vote on the next budget.

OLD BUSINESS:

Department BBQ report: The people reported that they enjoyed the food. Money was sent to Walt for the catering. The Union paid their half of the expenses. That Union check was deposited into the Association. Next year's event should focus on water and juice to drink. The soda was not popular. The time frame of the next BBQ should be more in the evening with the food scheduled more up front than this year.

Incentive program: Bontrager informed that the jackets are sent out and expected back in mid Oct. Dean will be getting sizes of members for other apparels at the next all hands meeting. They are ironing out some debate over how extensive the supplies should go. The budget for apparels is affected by the decision to cover the various support groups (outside of suppression) in the department. Bontrager assured that the extra tables will be ordered in time for the Fire House Spaghetti Feed.

Man of the Year: Lucke contacted the Chamber of Commerce to learn the award selection process for this year. The official announcement of the winners will be in the paper next week as well as the decision to include non-selected nominees in the announcement.

NEW BUSINESS:

Fire House Spaghetti Feed, Oct 15th: A manning list was passed around for duty sign up. Bontrager offered man power, a strainer for the deep fryer noodle production, some coolers for ice, parking signs for the parking lot (to include handicap parking), and the antique engine if it doesn't rain. Bontrager will be in charge of gaining permission to post our 4' x 8' signs at various locations (Bethel Towing, Mullinex & Bethel, Mile Hill & Fircrest, Olalla Valley & Mullinex, and Wilkin's lot on Breach Drive), and was authorized to provide coupons for free dinning to those land owners providing permission for the sign locations. Smith and Lucke plan to conduct the sign placement on Saturday, Oct 1st.

Mike and Debi are almost complete with updating the 4' x 8' signs. They are also creating some "Today" add on signs. A couple of signs will be displayed on an engine the day of also.

Lucke, Eddie Lange, and Bontrager will be in charge of providing promotional items to the event. Lucke asked Bontrager to connect with Eddie Lange concerning engine placement in front of station 8, the day of the event.

The parking may be more complicated this year. Jennifer Steele will be approached about having the explorers handle that organization and greeting.

Lucke will pick up the permit, produce the flyers, correct the cost list in the entry on the Port Orchard Events web page, solicit Starbucks for coffee, and send the announcement into the papers at the end of Sept.

The flyers need to go out by October. The banner will go up on Oct 4th.

Debi suggested home made desserts be made. She offered to make up some. Lucke will ask his wife to also make up some desserts. More contributions will be solicited.

The transport of tables and chairs and other equipment from and to station 12 is needed. Eddie will solicit union members for support, Ron Armbrust will be asked if his trailer can be used. The cost estimate for the apron idea is at \$300. Although the apron idea is appealing, we may decide to only purchase the aprons this time and do the screen printing next time to keep the cost down to about half. Debi offered to investigate Ikea, Cosco, and the internet to examine possible lower prices.

Bylaws amendment: Lucke provided a proposal version of the bylaws incorporating membership changes and officership rights. There was not enough membership to make a quorum, so the changes will be put out electronically for the 30 day review process and voted on at the November 4th all hands drill. Elections are scheduled for the normal November meeting. Mike Smith (president), Chuck Kuhn (treasurer), and Scott Lucke (secretary) have all stated they do not plan to run for re-election.

2006 Scholarship: Lucke provided a draft of the next Craig Helmholtz scholarship form (The funding source for the Chester Kirk scholarship has been depleted and is discontinued.). Attending members reviewed it for errors and format. Comments were made. There was not enough membership present to make up a quorum, so the official acceptance of the form and a decision of the award amount of the 2006 scholarship was tabled to the next meeting.

Grant Writing Update: No new information was brought to the meeting about our grant writing progress.

Raceway Update: The Raceway is on track. There are two more weekends left. The incentive pot for the remaining FITs is looking within reach. Only four FITs are known to remain in the department. Lucke stated that he is donating his \$100 compensation check to the Puget Sound Swim Club in the name of SKFRVA as a Platinum Package Sponsorship. Lucke presented the sponsorship paperwork from the club. An Association check was written for \$100 to the PSSC. Mike Smith stated that he is donating his \$100 August Raceway check to help fill the gap between the money generated this year for the scholarship and the hopeful \$1000 that will be presented to the scholarship winner in 2006.

Strategic Planning: Reminder - The Association set the date of November 19th. 09:00 to completion, at station 31. Our Mission Statement needs to be reviewed, and we need to discuss our broad base goals, community functions, recruitment, and call responses.

Association jackets / T shirts: No new design ideas were brought to the meeting.

Department Christmas Brunch, Dec 10th, station 8: Lucke will get a menu from the caterer asking for a \$9 a head estimate. Will coffee/drinks be provided with that? Debi asked how many children to expect. We decided to expect 30 kids. Debi is working on entertainment for the kids.

Santa Runs: This year's schedule will be out soon. We need to hunt down Santas. The costumes were inventoried. We need one belt and two wigs & beards. Lucke will take the other santa parts in to be cleaned. There are 4 cases of candy canes left from last year. Lucke will create letters and solicit Kmart in Bremerton, Walmart in Port Orchard, and Fred Meyer in Port Orchard for candy cane donations.

Halloween – Ghost Train and Givens: Mike and Debi will acquire the apples and candy. Bontrager agreed to assist in the event activities. The pop up tent and a poll will be used for the apple supports.

The meeting was adjourned at 20:52.

The next meeting will be held at 19:00 on Friday, October 7th at station 8.

The Wednesday, August 17, 2005
Station 31, 19:00
Meeting was canceled

**South Kitsap Fire & Rescue
Volunteer Association
Meeting Minutes**

Friday July 22nd, 2005
Station 31, 19:00

Attendance

Officers	Firefighters	FITs	Others
Mike Smith	Dan Cryder		Debi Smith
Terry Bontrager	Kenneth Maples		
Scott Lucke	Scott Hartley		

Meeting was called to order at 19:23.

Meeting Minutes: May and June minutes were provided. Members reviewed the minutes. Bontrager motioned to accept the May and June minutes. Hartley second. Meeting minutes were accepted.

Financial Report: Chuck was not able to attend the meeting. Lucke relayed for Chuck that the CD had been rolled over.

HotFoot 5K Report: Chuck and Lucke have already preformed the mini post event audit to verify receipts and balance the registration verses money received. A written report of the audit is not yet complete. Not all the bills are in to pay. Approximately \$699.00 is designated for the 2006 scholarship.

Mike reported that Chief Senter was pleased with the event.

OLD BUSINESS:

Incentive program: Hartley emailed out a list of items to purchase with the incentive money this year. The theme of the list focused around the new uniform & uniform policy. It was decided to remove the purchase of quarter zip sweatshirts at this time. An additional 8 tables was added to the list.

Up grades to the new coats is expected to happen soon; hopefully before winter. We are just waiting for the bids.

Smith explained that he discussed placing any remaining incentive money from a year into the Associations general fund. Chief Senter was receptive to the concept.

NEW BUSINESS:

Department BBQ: The Department BBQ is Saturday, August 13th, noon to 17:00. Lucke has reserved an area at the SK Park. Mike will help the caterer set up at the park around 06:30 that morning. Cyder will bring some equipment for playing softball. Chief Brown will be invited to conduct an egg toss. Mike will contact Olson about bringing Tender and Engine 15. Lucke will

look into acquiring gunny sacks, water balloons, and Frisbees. Mike and Lucke will pick up the bucket-bregade equipment and make up some 'three person skies' for competitions. Debi will shop for other food materials.

Fire House Spaghetti Feed, Oct 15th: Flyers should be out by mid September. That is C shift; Wernet's watch. Lucke will update the banner and work on the flyer. Mike and Debi will update the plywood signs, and pick up a strainer assembly for the deep fryer.

Grant Writing Update: No new information was brought to the meeting about our grant writing progress.

Raceway Update: Mike reported that Chief Senter is please with how the raceway is going. So far, no career personnel have been needed. Mike asked the attending members for ideas or interest in using the raceway to create more income for the Association next year.

Strategic Planning: The Association set the date of November 19th. 09:00 to completion, at station 31. Our Mission Statement needs to be reviewed, and we need to discuss our broad base goals, community functions, recruitment, and call responses.

Volunteer of the Year standards (Lucke): Lucke proposed standardizing the process and award presented to the Volunteer of the Year. Each year has been very different from the other; both in the selection process and the item given. Lucke suggested a plaque with the logo engraved on it as a standard award.

Attending members were not in favor of the idea, stating that each year offers a unique set of nominees and also award interest.

Events Calendar/Flow chart & Assoc. office (Lucke): Lucke restated that he is preparing an annual calendar of association events and commitments for members to use as a tool. The calendar will be available in the Association office.

Association jackets / T shirts: Lucke asked about creating another T-shirt with the new logo. No new design has been presented. Lucke offered an idea on a black or navy. Mike suggested approaching Johnson for inspiration photos.

Man of the Year 2005 (Lucke): Lucke announced that he is preparing to nominate Chief Senter for Port Orchard Man of the Year. He asked if the Association was interested in preparing a letter of recommendation. The Association agreed. President Mike Smith will prepare a letter. Lucke is also confronting the Union for a letter of recommendation.

Christmas Brunch: Mike spoke with Chief Senter about this year's brunch to be held on Dec 10th at station 8. Chief Senter supports the idea, but asked that kids entertainment by planned for. Lucke will talk to the Union about the brunch. Tammy will be contacted about arranging the catering again. We will price for between 75 and a 100 people. Debi volunteered to share in the responsibility of preparing for the event. Craft stuff, sugar cooking coloring, and ginger bread house activities were discussed.

County Commissioner Volunteer Honors: Mike reported that Chief Senter had not heard of the honorary event. Lucke will pursue why the volunteer fire force was not included in the County Honors week.

Mike's meeting with Chief Senter: Mike relayed Chief Senter's positive remarks concerning the Easter Breakfast and Santa Runs. Chief Senter is very supportive of what he refers to as a delicate bridge between the two (volunteer & union) department groups.

Santa Runs: This year's schedule will be out soon. We need to hunt down Santas. The costumes need to be inventoried and cleaned. There will be some necessary costume

replacement. Lucke will contact Darren Pratt about some Santas of the past, and contact Ray Lamoureux about the needs for this year.

Evap is offered next month. Pumper in November.

Tender/Eng strike forces are being formulated. Hartley is collecting names. If called, you will have 2 hours to respond, and can expect to be deployed for 4 to 7 days.

A new response group is be evaluated for manning only Medic units.

Chief Senter is planning to push another levy effort to hire 9 more career firefighters.

Hartley motioned to adjourn the meeting. Lucke second. The meeting was adjourned at 20:58.

The next meeting will be held at 19:00 on Wednesday, August 17th at station 31.

**South Kitsap Fire & Rescue
Volunteer Association
Meeting Minutes**

Friday June 17th, 2005
Station 31, 19:00

Attendance

Officers	Firefighters	FITs	Others
Mike Smith	Dan Cryder		Debi Smith
Chuck Kuhn	Richard Lamoureux		
Scott Lucke			

Meeting was called to order at 19:25.
There were no minutes provided for this meeting.

Financial Report: Chuck reported computer problems with the Association computer. No financial report was printed out. Chuck reported that the CD matures on July 11th. Lucke motioned to allow Chuck to research a new CD option and roll the CD into his best decision. Cryder second. Motion passed.

Rummage Sale Report: \$665.00 was the total donation from the rummage sale to the RFL.

OLD BUSINESS:

Incentive program: Neither Hartley nor Bontrager attended the meeting. Mike shared that Hartley reported earlier about trying to purchase long sleeve liners for the new jackets, and the new patches.

Rummage Sale and Relay for Life: Chuck reported that Jennie's goal for the association was to raise \$1,500. Final count for the association donation passed \$1,600.

KC's retirement gift update: The gift is still undone. Word is that he is living in Tacoma now.

NEW BUSINESS:

Scholarship: winners Page and Hoynes: Lisa Page was able to attend the Association meeting and go through introductions. Pictures were taken for the web site, and we gave her a certificate. Emily Hoynes was unable to make an appearance.

SK Park Trail Grooming Work Party, June 18th: Lucke solicited workers for the work party the next day. Cryder, Debi, Lawrence, and Darren agreed to meet at the park at 10:00.

HotFoot 5K: Plans for setting up the HotFoot on Saturday morning, June 25th, was discussed. Cryder agreed to bring an Engine, and Mike volunteered to assist with the trail marking at 05:00.

Department BBQ: It was decided to move the Department BBQ into August. Mike will check with the caterer about August 13th. If the 13th is not available, the 20th will be a back up. After the caterer is booked, Lucke will reserve the SK Park.

Grant Writing Update: Acquiring a saw-z-all is still in the works. The Association's State non-profit status is in order. The IRS non-profit status was sent out by mail this week, and should be in order in about 4-6 weeks.

Raceway Update: Mike reported that Chief Senter is please with how the raceway is going. So far, no career personnel have been needed.

Strategic Planning: The Association will promote conducting a meeting to the members this fall (September). Our Mission Statement needs to be reviewed, and we need to discuss our broad base goals, community functions, recruitment, and call responses.

Association Computer: Chuck's computer problems may need a new computer to be solved. Lucke has set up the Association computer in the office at station 31. Chuck will work on that computer for now, until research on whether the laptop can simply be repaired or actually needs to be replaced is determined.

Tables and Chairs: Mike sent an email to AC Olson about the incident with someone taking 8 tables and half the chairs without discussing or arranging it with the association. AC Olson recommended replacing the lock. We will talk to Mike Blake about placing a pad lock on the door as well. We will also discuss a formal policy for the use of the equipment during the next staff meeting. After that, an email can be sent out to all personnel addressing the policy.

Spaghetti Feed: Mike and Debi shared their preparations for this year's Fire House Spaghetti Feed. The new Association Logo needs to be incorporated into the signs, and the banner down town needs to have the date changed. Debi has been purchasing drinks through out the year, as they go on sale. There is plenty of noodles and sauce. Farmer George's will be approached again for the meat. A total inventory will need to be conducted soon. We should focus on some kind of advertisement in the elder home facilities. A public safety presentation might be available for the task. Lucke will ask for information on any power point the department might have for that. A heat lamp is still needed. We should solicit donations starting next month. The Fire House Spaghetti Feed is scheduled for Oct 15th.

Association Funds: Mike asked for ideas to raise more general funds. The Association has been spending more than earning for too long. Lamoureux suggested a golf tournament. He will check into a tournament in and around Lakeland.

Mike agreed to entertain the question with the Chief about making better use of our Incentive \$\$ by placing funds directly into the association coffers.

Debi suggested an Ice Cream Social; perhaps at the Safety Fair. It will be a type of meet and greet. She will do some checking on the cost, and then we can discuss coordinating it with BC Wilson.

Kuhn motioned to adjourn the meeting. Lucke second. The meeting was adjourned at 20:43.

The next meeting will be held at 19:00 on Friday, July 22nd at station 31.

**South Kitsap Fire & Rescue
Volunteer Association
Meeting Minutes**

Friday May 20th, 2005
Station 12, 19:00

Attendance

Officers	Firefighters	FITs	Others
Mike Smith	Dan Cryder		Debi Smith
Terry Bontrager			Jennie Kuhn
Chuck Kuhn			
Scott Lucke			

Meeting was called to order at 19:20.
No minutes were provided for this meeting.

Financial Report: Chuck was unable to provide records of the Association finances because of a computer crashed. The computer is 11 years old. He has an appointment to see Dale Bradford on Saturday. Lucke will relocated the other Association computer from station 9 to the station 31 office. Chuck pointed out that a new laptop would cost approximately \$400-\$600.

Explorer Sponsorship, McTakeover results (Creekmore): Creekmore did not attend the meeting to provide a formal report, but an email was sent indicating success. The Explorers did a great job of selling the coupon books. After some discussion, it was decided that the Association did very little to set up and conduct the McTakeover. No Association member (outside of Explorers) sold any coupon books. The attending members agreed that the Association should not enforce the 15% cut for the fund raiser.

OLD BUSINESS:

Incentive program: Neither Hartley nor Bontrager attended the meeting to provide any input.

Easter Breakfast Donation update: No new report about how it went.

KC's retirement gift update: Status unchanged.

Secretary's Day: Chuck and Jennie Kuhn created baskets for the six department administrative staff who we receive assistance from through out the year.

NEW BUSINESS:

Scholarship: winners Page and Hoynes: Lucke was unable to invite them to this meeting. They will be invited to the next meeting for introductions and photos. It was noted that the winners; Lisa Page and Emily Hoynes, were the only ones who knew anything about the volunteer and the association.

2005 Relay for Life, Rummage Sale, May 21st: Most everything is set, however, no truck from St. Vincent will be able to pick up the left over items until Tuesday. So, all the left over items will be taken back to the storage until St. Vincent can pick them up. Lucke has rented a U-haul for

transporting goods. Tables and chairs were loaded up in the U-Haul prior to the start of the meeting.

Relay for Life, June 10th: Jennie discussed her plans for the relay event. Names are needed for the scheduling. Her goal is to raise \$1,500. The idea of having a boot for event donations was mentioned.

HotFoot 5K, June 25th: Things are a little behind schedule due to recent commitments, but progressing. Lucke stressed that more bodies from the association are needed to prepare the event the morning of then has been required in previous events.

Department BBQ, July 15th: Walt is locked in for catering on Saturday July 15th. The SK Park is arranged. Lucke will send a reminder to Smith about contacting Chief Senter one more time for clarification.

Grant Writing Update: Terry sent in a letter. The delay is due to waiting for authorization for 501C3 Non-profit status. Lucke is to electronically send the new letter head to Mike Smith.

Raceway Update: There is a meeting Tuesday, May 31st between Chief Senter and the FITs about conduct at the raceway and leaving raceway gear on Engine 6 between dates. They are also looking into acquiring new walkies, and adding two new dry chems. There will be training on the eductor also.

Strategic Planning: The Association will try to meet on the subject Saturday July 23rd.

Safety Fair: The Safety Fair will be held Saturday, June 4th and Walmart. BC Wilson is looking for bodies. Terry Bontrager will bring the antique engine out. Some of the new tables and chairs will be used.

Patches: The new patches will be replaced as needed, but may be purchased and installed at individual cost if desired.

Fathoms of Fun Parade: The parade is Saturday evening, June 25th. That is the evening of the HotFoot 5K. Apparatus is to be in line for the parade at 17:00. Chuck will bring the '42. Terry will bring the '41.

The meeting was adjourned at 20:20.

The next meeting will be held at 19:00 on Friday, June 17th at station 31.

Meeting Minutes
South Kitsap Fire & Rescue Volunteer Association
Friday, March 18th 2005
Station 12, 1900

Attendance:

Assoc. Officers	Suppr. & Sup. Vol.	FITs	Explorers
Ch – Mike Smith	Tammy Ross		
	Dan Cryder	Chris Ellis	
Treas–Chuck Kuhn	Richard Lamoureux		Guest
Sec – Scott Lucke	Terry Lerma		Debi Smith
			Jennie Kuhn
Dept. Officers			Mark Yergeau

BC Scott Hartley			Judge Roper

Meeting was called to order at 19:10.

Olalla Easter Breakfast, March 27th: (Topic was covered early for Mark Yergeau.) Mark Yergeau of Local #2876 and Judge Roper from the veteran Olalla volunteers attended the meeting to cover the breakfast issues. Mark assured that the union will provide the four bodies, and that T-shirts have been made for the event. Roper felt he had four volunteers for the breakfast. Mike Smith welcomed all assistance. Lucke created a map for going over the deals. Roper suggested moving the entry door to the middle bay incase it is raining. Chuck will check on arranging for the water. Cryder asked people to attend the Triangle Park clean up on the Saturday the 19th at 10:00. Mike and Debi have signs up at Bethel Towing, Bethel-Burley, and Mulenix/Olalla Valley. Terry will bring the Engine to the egg hunt (set up around 08:30-09:00). Tammy has arranged for Starbucks coffee (for 250 people) and will pick it up at 06:00. Chuck will pick up the Ham (75#) from Farmer George on Saturday. No Safeway donation was made. Lucke made table tents advertising the donations. A final inventory cross check was conducted at the end of the meeting. Lamoureux finished wiring the station with appropriate outlet needs after the meeting. Lucke unboxed the new chairs in preparation for the set up. All trash was piled near the back door for removal by maintenance.

Last meeting minutes: Minutes were reviewed and discussed. Chuck motioned to accept the last meeting minutes. Lerma second. Last meeting minutes were approved.

Financial Report: Chuck went over the financial report. Hartley motioned to accept the financial report. Ross second. Motion passed.

OLD BUSINESS:

Banquet report: Mike Smith pointed out that for a well put together and free banquet, the attendance was still low on the volunteer side. Chief Senter's style was very different from Chief Brown's, and things moved quickly. All in all it was a good banquet.

KC's retirement: Mike reported that he forgot to order the watch. He will do that immediately in order to have it ready in time for the Easter Breakfast. Judge Roper informed the group that, to his knowledge, KC will be out of town for the Easter Breakfast. Mike will continue to prepare the watch, even if it is for a future date.

NEW BUSINESS:

Relay for Life (Jennie Kuhn): Jennie provided some details about the up coming relay. There will be karaoke, movies, and Outback will be there again for the survivor's meal. There is a time change for the luminations this year, and individual incentive ideas are being prepared for increased fund raising. Jennie pointed out that her goal is for each team member to raise \$150. Jennie reminded everyone of the rummage sale date and location. It will be held Saturday, May 21st from 0800 to 1600 at the Kitsap Bank near the SK Mall.

The last report Lucke got on the Battle of the Badges concept with Law Enforcement was a no-go. Jennie re-addressed the \$100 due for being a group to walk. The sooner we pay registration, the sooner we can stake out our plot on the field. Lucke motioned to authorize a \$100 check to the SK Relay for Life for our team registration. Lamoureux second. Motion passed.

Jennie went over the names of those volunteering to walk (Jennie & Chuck Kuhn, Scott & Mary Lucke, Mike & Debi Smith, Lamoureux & family of 2 or 3). Jennie will establish walking times. Both Lucke and Lamoureux volunteered to take the early morning hours.

Sign placement – vehicle damage: Mike Smith explained the dilemma with the Easter Breakfast sign at Bethel Towing. The association received permission to place advertisement signs on the Bethel Towing property. Unfortunately, there was a wind storm the day after the sign was placed. The sign came down in the storm and damaged a truck. Estimates indicate over \$700 worth of damages. Bontrager thinks the Department insurance can handle it. Hartley feels that the wind storm was an act of nature and damage payments should be disregarded. Mike Smith asked Lucke to discuss the topic with the department attorney, Gross. Lucke will look more into it.

T-shirt offer from Kitsap Screen Printing: Lucke showed the attending member the surplus T-shirts from KSP. Graf has offered to sell us these shirts for cost (approx. \$6.50 each). After some discussion, it was decided to accept the T-shirts if the words South Kitsap were added to them. The Assoc. would take 30-40 of them in Large and X-Large if that is done. Lucke will present the counter offer.

Association Logo Change: The final two versions of the potential new logo were presented. After some discussion, a vote was conducted to decide to place SK or South Kitsap in the center of the logo design. Of the voting members in attendance, 2 voted for the South Kitsap, 7 voted for the SK. Tammy motioned to accept the new logo with the SK as our new official logo. Chuck second. Motion passed. (Hartley and Lerma opposed.)

Association Jackets: Lucke took the opportunity of the logo subject to solicit new Association Jacket orders. So far only Kuhn and Hartley have expressed interest, but an order of 12 is needed for the better price. Tammy asked about other items for putting the embroidery on. Mike pointed out that the Screen Printing has a web site with all the garments it sells. No new orders were requested.

Scholarship Committee: Scott handed out the essay packets to the three Scholarship essay reviewers. The essays need to be evaluated by tax day (April 15th). We received 16 applications for the Helmholtz and 21 for the Kirk scholarships this year.

Explorer Sponsorship; McTakeover on May 3rd & Krispy Kreme sale (Creekmore & Picini): The Krispy Kreme sale is not happening. Creekmore is in charge of the McTakeover. We will need to check with him and Jennifer Steele for more information.

Incentive Program (Hartley/Bontrager): Last year's money is spent. First aid bags are here. 15 volunteers are in the next recruit academy.

Sign Bylaws: Lucke brought a copy of the bylaws in for signatures. Unfortunately, Lucke printed an early version and signed in the wrong place, so the bylaws will come back to the next meeting for officer signatures.

Grant Writing (Kuhn & Lerma): Lerma promoted that grants should be prepared for operational items. Communications and Mutual aid are the weaknesses to focus on for our department. Mike requested that Terry and Chuck proceed with efforts to write a grant and present it to the Association.

FIT program changes/Raceway: Chris Ellis announced that the raceways are currently all signed up. There is a show at the SK Mall on Saturday the 19th for those still needing to meet the Handlers, and see how the cars operate. The schedule is on the web and the department intranet. Chris passed around a sheet to fill in all the contact information of the suppression volunteers. Lucke asked Chris to provide him with a copy of the contact information of both FITs and Combat Volunteers

Explorers Rummage Sale: Lucke pointed out that the Explorers are having their Rummage sale on Saturday, March 19th at station 8.

All hands drill / Association meeting with Chief Senter: Chief Senter will be speaking at the March 29th all hands drill. Hartley will verify that it is at station 31 and send out a reminder page. Lucke will ensure it is posted on the web site.

Goals and Objectives: Lucke will send a copy of the “work in progress” strategic planning for the department for volunteer input via email. Everyone is encouraged to suggest recommendations.

Deputy Chief Faucett: DC Faucett has been selected to be Chief of Snohomish County Fire. Mike suggested a congratulations / thanks for all you’ve done gift. Hartley stressed that we can expect a party of some sorts soon. After some discussion, a round of golf was suggested as a gift. Tammy offered to research the gift on Sunday. Lerma motioned to cap the purchase of the gift. Lamoureux second. Motion passed. (Kuhn apposed.)

Department BBQ: Mike announced that the caterer is locked in for Saturday, July 15th; this years department BBQ.

Meeting was adjourned at 20:46

The next meeting will be held at 19:00 on Friday, April 15th Bremerton Airport Diner.

South Kitsap Fire & Rescue Volunteer Association

Friday, February 18th 2005

Station 31, 1800

Attendance:

Assoc. Officers	Suppr. & Sup. Vol.	FITs	Explorers
Ch – Mike Smith	Terry Lerma	Balstad	
	Tom Spoonmore	Chris Ellis	
Treas–Chuck Kuhn	Richard Lamoureux	Vincent Read	Guest
Sec – Scott Lucke		Jeremy Church	Debi Smith
			Jennie Kuhn
Dept. Officers			

Scott showed the Thank You cards from the Smith and Salters families to the attending members. The cards were for the flowers received relating to their loss.

Meeting was called to order at 17:10.

Financial Report: Chuck informed the attending members that the audit is complete. Darla Hartley and Darlene Slagle have reported the books are in order, and provided Chuck with a few suggestions for future audits.

Chuck is still however interested in completing a review of the last HotFoot 5K books.

Chuck also pointed out that the CD motioned to be cashed out, at the last meeting, is still not mature. It matures on February 23rd, and will be cashed out after that date. Terry motioned to accept the financial report. Richard second. Motion passed.

Last meeting minutes: Chuck motioned to accept the last meeting minutes. Lerma second. Last meeting minutes were approved.

OLD BUSINESS:

Incentive Program (Hartley/Bontrager): Neither Bontrager or Hartley attended the meeting for follow-up information. Mike reminded everyone that no part of the budget is safe from the cash starved department. We will need to justify value in the line item in order to have and make use of it.

Chief Brown's Retirement Return: Mike reminded the attending members how the association made a donation to the retirement fund. After the retirement, there was un-spent funds. Chief Senter donated back unspent funds to the KCFD 7 Volunteer Association. Mike reported that he used the un-spent funds to purchase 4 chafing dish units with some accessories; effectively turning the un-spent funds into a donation supporting the union and association sponsored annual Olalla Easter Breakfast and Fire House Spaghetti Feed.

NEW BUSINESS:

Special Guest, Clare Striegel, to speak about a possible new scholarship: Scott explained how Clare made contact with him concerning a future scholarship to honor, James Brown, who was a former volunteer with District 7 and victim of the Mary Pang fire in 1995. Clare was not able to attend this meeting, so the subject was tabled until a later date.

Scholarship Committee: Scott reported that the scholarship is in progress. The committee is formed. He reminded everyone that the due date is March 11th, and the interview date will be May 2nd. Chuck handed Scott two envelopes addressed to the PO Box attentioned to the scholarship committee. The first two received applications.

Explorer Sponsorship; McTakeover on May 3rd & Krispy Kreme sale (Creekmore & Picini): Creekmore and Picini were not at the meeting. Nothing new is known except that the Olalla Breakfast committee was not receptive to selling doughnuts outside of the Easter breakfast. The matter will be discussed more at the next meeting.

Relay for Life (Jennie Kuhn): Jennie has set up the rummage sale date and location. It will be held Saturday, May 21st from 0800 to 1600 at the Kitsap Bank near the SK Mall. She has attended the kick off meeting. \$100 will be due for being a group to walk. The sooner we pay registration, the sooner we can stake out our plot on the field. She took names of those volunteering to walk (Jennie & Chuck Kuhn, Scott & Mary Lucke, Mike & Debi Smith, Lamoureux & family of 2 or 3). Jennie will establish walking times. Her goal is to raise \$250 per team member.

Scott has already reported the rummage sale information to the department for posting on the calendar, and agreed to arrange for equipping the rummage sale with tables, chairs, fire engine, and an association banner. Mary Lucke is working on the item donation & rummage sale flyer (just waiting for the final logo). Scott is still waiting to hear from Yergeau if the Fire-Law Enforcement concept is going to happen.

Jennie made contact with Saint Vincent De Paul about taking items left over from the sale. A list of unacceptable items will be provided. Chuck will seek out another storage unit donation for storing donated items during the month of May.

Association Logo Change: Mike showed the group the logo chosen by him and Scott for producing a couple of jackets. Scott put out a display of possible logo designs printed from the web site. The decision was quickly narrowed down to two samples (One with an "SK" in the center, and the same one with "South Kitsap" in the center). Mike asked the group to vote on the two favorites. The vote was tied. Mike placed his vote for the "SK" in the center to break the tie. The "SK" centered version is the one on the jackets. Mike let the members know that they can purchase the same coats for just under \$80. Cryder, Balstad, and Kuhn placed orders.

Olalla Easter Breakfast, March 27th: Mike informed the attending members of the details surrounding the meeting with union members and judge Ropper, and explained the buffet set up. Chuck will check on arranging for the water. An inventory cross check will be conducted. People were asked to attend the Triangle Park clean up on the Saturday before the egg hunt. Mike and Debi are working on the signs. It was decided to put the signs up three weeks before Easter. Chuck and Scott will prepare an itemized list of items purchased for the division of the cost with the union. Mike asked Terry to bring the Engine to the egg hunt. Mike asked if buying to-go containers for those asking to take a meal home for someone else was agreeable. It was determined to be agreeable. Scott mentioned that since last year's community proceed recipient was suggested through the Association, this year's community proceed recipient should be suggested through the union. An agreement can be made to indicate that each group would have priority in selecting the community recipient on an "every other year" rotation.

FIT program changes: Mike described what occurred at a meeting conducted by Chief Senter concerning the 2005 Raceway season. The meeting was attended by Lt. Mike Smith, Laana Larson, BC Eric Quitslund, Lt. Doug Richardson, FIT Chris Ellis and FF Scott Lucke. Although the union was very much against conducting the Raceway this season, Chief Senter is interested producing any revenue possible for the Department at this time. Chief Senter offered an arrangement with the FIT students to encourage their participation. The FITs will be allowed to earn 50% of the day's compensation by manning the shifts. The FITs will be allowed to man the shift during their duty time with the department. The Volunteer Association is willing to assist the contract if the FITs need assistance. Chris announced that the FITs were having a meeting on Monday the 21 of FEB to finalize filling the raceway season. A deadline to agree to sign the contract is set for Friday, Feb. 25th. Additional topics included requesting the Handlers to provide a quality radio for the engine, and using the terminology of "Fire Truck" when requesting the Engine. An increase in daily compensation rate, and a \$15 an hour add-on for going beyond 6pm time frame of a race day was also proposed.

After some discussion, it was decided that three main topics are to be addressed in the next meeting with the Chief prior to signing the contract.

- 1) Request to provide a bonus of half of the remaining 50% (-\$-) of the Department's holdings after the contract is fulfilled providing that no career staff was required to fill a date. This bonus can be disbursed among the remaining FIT members who took part in fulfilling the contract. 'Or' Provide the entire contract to the Association as was done during the contract terms between 1998 and 2002 in which any career fulfillment of the contract would come out of the Association's pocket, but the Association receives 100% of the compensation from the Handlers.
- 2) Establish that an appropriate and properly equipped apparatus is prepared for the Raceway use.
- 3) Determine an orientation date to prepare the members for the season.

Grant Writing (Kuhn & Lerma): Chuck stated that neither he nor Terry has prepared anything at this time. There are 9 months left to prepare a grant.

KC Kaleel retirement: Mike announced that KC Kaleel is retiring. It is known that he will not be at the Banquet, but the association needs to decide how it wants to show respect for his retirement. Scott pointed out that we have no established criteria for determining what to present to those who retire. KC is a prime example of how complicated such an issue is. KC has not been active for the last few years. Many members do not even know who he is. Mike explained how his service began in 1968. He was a firefighter who became a BC then stepped down to tender operator after a merger. His earlier years warrant a show of respect. Including his name to one of our events, such as the Easter Breakfast was mentioned but not pursued. Mike suggested a watch like with Gentry's retirement. After some discussion, Scott motioned to authorize the purchase of a watch for Kaleel's retirement. Richard second. Motion passed. Mike will ensure that the watch will be ready for presenting during the Easter Breakfast. Chuck will prepare an acknowledgement certificate.

HotFoot 5K Sponsorship: Chuck brought some HotFoot 5K sponsorship letters printed out on association letter head paper for Scott to sign. Scott signed the letters for use in acquiring sponsorships.

Association Bylaws: After last month's meeting, Scott sent a copy of the proposed bylaws to the Department attorney, Rick Gross, for review. Rick provided grooming language and removed the illegal portion under Dissolution (XII) which stated to disperse the remaining funds to the membership if the association dissolves. The last phrase in the very last sentence of the streamlined version of the bylaws was not structured in an understandable way, so the phrase was altered. Instead of stating, "..., which organization is involved in volunteer firefighting/prevention activities," it was altered to state, "...in which chosen organization is involved in volunteer firefighting/prevention activities."

Terry motioned to accept the bylaws with the amended last phrase. Richard second. Motion passed.

Scott agreed to prepare a version of the bylaws with the amendment for signing by the officers, and find out if a notary is necessary.

Fire Fighter Mint Ball Cards: Terry brought in a sample of mint firefighter ball cards through a company which can produce unique cards for individuals or groups such as ours. Terry suggested that, if at a later time, the association is able to finance such a collection they would be a good marketing tool for presenting to all ages. Terry left the samples with Scott for future evaluation.

Meeting Motion: Scott stated that he predicts a value in using a logo which states out the words "South Kitsap" in it. Scott motioned to accept the logo with the written out "South Kitsap" equally with the "SK" majority voted logo for such circumstances. The motion was never second. With the topic discussion, it was determined that the logo voted on earlier in the meeting was never motioned into use. In farther discussion, the concept of one unified logo was favored. Terry motioned to present the two favored designs to the membership for a vote on one at a later date. Spoonmore second. Motion passed. Scott agreed to post only the two designs on the web at his earliest convenience.

Scholarship Presentation Checks: Scott displayed the condition of the outdated presentation checks currently in use for the scholarships. It was agreed that the checks need to be updated. Lerma motioned to authorize funding to recreate a new more current presentation check. Spoonmore second. Motion passed.

Meeting was adjourned at 21:04

The next meeting will be held at 19:00 on Friday, March 18th at station 12. Chief Senter will be invited to that meeting.

Meeting Minutes
KCFD # 7 Volunteer Association
 Friday, January 21st 2005
 Station 31, 1800

Attendance:

Assoc. Officers	Volunteers	FITs	Explorers
Ch – Mike Smith	Terry Lerma	Matt Stiefel	Matt Smith
Co Ch–Terry Bontrager	Tammy Ross	Chris Ellis	
Treas–Chuck Kuhn	Daniel Cryder	Tristan Brenner	Guest
Sec – Scott Lucke	Ron Armbrust	Jeremy Church	Debi Smith
	Anthony Picini	Vincent Read	?

Dept. Officers	Tom Spoonmore	Austin Lindsey	Danna Lerma
BC Scott Hartley	Richard Lamoureux	Andy Knowlton	Jennie Kuhn
BC Joe Guseman	Rick Nordmark	Anthony Stewart	Tony Brooks
Gary Chasteen	Russell Wittenberg	Josh Adams	
	James Hollis	Craig Hallmark	
		Vincent Walker	
		Cody Baker	
		Chad Crandall	
		Jeff Nearing	
		Shayne Pierce	
		Jacob Ogden	
		Harold Thomas	

Chief Senter provided his presentation on the outlook of this department based on the third lid lift levy failure and his appointment as new chief. His presentation was conducted from 18:00 to approx. 19:30.

The business portion of the association meeting was called to order at 19:40.

M. Smith announced that the association has ordered pizzas and purchased soda for the attending members to help get everyone comfortably through the meeting proceedings.

Lucke asked for a volunteer to accept the responsibility of taking digital pictures of the members who are willing to be posted on the volunteer web site as members of the department while this meeting is conducted. Chris Ellis volunteered to take the photos.

Lucke also provided copies of a question ere to be filled out and accompany the photos on the web site.

Financial Report: C. Kuhn had to leave the meeting to take Jennie home. The time change to accommodate Chief Senter's presentation took up her available time to speak on behalf of the Relay for Life. The financial report was delayed on the agenda for C. Kuhn's return to the meeting.

OLD BUSINESS:

Incentive Program (Hartley/Bontrager): Hartley and Bontrager reported that approximately \$- was spent of the budgeted amount for the 2004 volunteer incentive. Tables, chairs, pagers, and medical kits were purchased. Placards were not found. \$- of the 2005 budget is already committed for the pagers. M. Smith suggested the membership submit request/interest to Hartley & Bontrager early this year. A date of July 1 was decided as a deadline to make suggestions for how to spend the 2005 incentive money.

Chief Brown's Retirement Report: M. Smith reported to the attending members that the retirement party was great. It was well put together, the food was good, and fun was had by all. Lucke presented the thank you card sent to the association from Mike and Elaine Brown.

Santa Runs (report): M. Smith reported that the Santa Runs were a success. The budgeted amount of money was made out in a check to Chris Cribbs towards the purchase of a new Santa suit. Cribbs donated the remainder of the purchase price for a new Santa suit this year. All of the suits are collected in the association office at station 31 and are ready to be taken in for cleaning. Lucke reported that Bontrager turned in the 509 lbs of food donated by the citizens to SK Help Line.

NEW BUSINESS:

Explorer Sponsorship; McTakeover on May 3rd & Krispy Kreme sale (Creekmore & Picini):

Creekmore was not at the meeting, but he requested that one other volunteer member as well as one Explorer assist in planning the event scheduled for May 3rd. Six people are needed to conduct the McTakeover. No one at the meeting volunteered to assist.

Picini informed the membership that there is an on line form to fill out to order the Krispy Kreme doughnuts. The non profit number is needed on the form. The question, is when and where? Lamoureux suggested a function such as the Easter Breakfast. The membership agreed. The doughnuts could be sold individually at both the Egg Hunt and the Breakfast. Picini will continue with preparations and bring more information to the next meeting.

Relay for Life (Jennie Kuhn): Jennie was unable to stay at the meeting beyond Chief Senter's presentation and was unavailable to present her developments. Some questions were asked about contact information and meeting dates. Lucke agreed to resent the emails containing that type of information.

Scholarship Committee (Lucke): Lucke explained where the scholarship is at this time and who the current committee members are. One committee position was still open. Tammy Ross volunteered to fill that position.

There was a pause of meeting proceedings for Pizza and soda.

Association History Presentation (Lucke): Lucke prepared a power point presentation covering the history of the association to recap the past 12 years. Due to computer connection problems, the presentation was only given verbally. Input was given to correct/clarify some information.

Association Name Change & Bylaws (Lucke): The topic of changing the name to correspond with the Department's new name was discussed. Lucke handed out copies of a proposed bylaws for the attending members to consider. The proposed bylaws included a corresponding name change, fund raising clause, and some audit additions among other things. After some discussion, Kuhn motioned to change the name and finance the process. His motion was not second. Continued discussion lead to a motion from Lerma which was second by Sutherland to change the name from Kitsap County Fire District 7 Volunteer Association to South Kitsap Fire & Rescue Volunteer Association. The motion passed.

Further discussion on how to finance the name change process continued. It was determined that it should cost in the nature of \$140 to legally file a name change and begin a new web domain. Banner logo changes, letter head, business cards and other expenses can be handled later. Lerma motioned to authorize up to a certain amount of \$ towards the processing fees of changing the name legally and creating the appropriate web domain name. Foster second, motion passed, Kuhn abstained.

Association Logo Design/order (Lucke): Attention was then put on the potential logo design associated to the name change. Lucke brought in samples of the existing logo modified with the word changes appropriate to the name change. Many variations were presented. The same examples are available through the web site. Members will review and decide on a favorite, or come up with their own design idea by the next meeting.

Easter Breakfast Plan (Smith): Mike informed the attending members of a current planning of this year's Easter Breakfast. It will be March 27th this year. People are encouraged to participate. There is a different strategy for the event starting this year. It will be more of a buffet like the Spaghetti Feed, than the order and serve style of the past. Mike and Debi are looking into the equipment needed for the different arrangement.

Tammy Ross has arranged a donation from Starbucks for coffee. Farmer George has expressed potential in assisting the meat purchase. Tammy will investigate Safeway donations as well.

The Olalla Grange is expected to purchase the eggs for the egg hunt. A meeting with Union members is scheduled for Feb 4th at station 12. Advertising through PTA contacts is desired over preparing flyers for the students at the elementary schools. M. Smith discussed preparing baskets to raffle to raise money for the Explorers. He asked each group to arrange a basket to raffle. Tammy offered to work on donations for an Association basket.

Grant Writing (Kuhn & Lerma): Lerma and Kuhn explained their background in grant writing interest and asked the group to think about what we want to ask for.

School Levy Supporters: Bontrager asked for an available volunteer to drive the antique engine in a school levy support rally planned to be held Saturday afternoon, Jan 22nd. Kuhn accepted the invitation. Hartley questioned the ability of showing support for the levy based on the wording of the bylaws and/or representing the department. After some discussion, it was noted that the bylaws can be interpreted as accepting or declining such an action. Kuhn & Bontrager agreed to verify with Chief Senter about the impact of the Association's/Department's involvement prior to actually participating.

Meeting Minutes: Minutes from the last meeting were read and discussed. Kuhn motioned to approve the minutes. Bontrager second. The minutes were approved.

Financial Report: After a brief report from Kuhn, Lerma motioned to pull the money out of the CD and reinvest it later. Ross second. Motion passed.

CPR Instructor Classes: Tammy Ross announced that there will be a free CPR Instructor Class at the end of February or mid March for those serious about becoming instructors for the department's monthly public courses. The monthly courses are free to the public and Tammy really needs help conducting the classes.

Mike Smith called for a brief executive session meeting upon conclusion of this meeting.

Joe Guseman motioned to adjourn the meeting. Multiple people second. Motion passed. Meeting was adjourned at 21:35

The next meeting will be held Friday, Feb 18th at station 31.