

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING AGENDA**

Thursday, March 14, 2013, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery),  
Albion, CA

**7:00-8:00 pm (longer if necessary)**

1. **Fire department operations meeting**
  - a. Roll call
  - b. **Chief's Report:** Chief Williams will present a written report of fire department operations.
  - c. **Review and discussion of chief's report.**
  - d. **Other fire department business**
  - e. **Adjournment**

**8:00pm (approximately – begins at completion of operations meeting)**

2. **Board of Directors business meeting call to order and determination of a quorum:**
3. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
4. **Items for Board Consideration and possible action:**
  - a. **Fire department personnel:** The Board will review recommendations by the chief for acceptance of volunteer firefighter applicant(s) for employment, appointment of probationary volunteer firefighter(s) to regular volunteer firefighter status, and/or reinstatement to active duty of a volunteer firefighter currently on leave and may vote to accept the recommendations.
  - b. **FY 2012-2013 budget review and revision:** The Board may vote to add, change, modify or adjust amounts of items in the budget.
  - c. **Duties of Board members:** have been reviewed and are ready for adoption. See attached list of roles and duties. There will be new members assigned to the duties on the list.
  - d. **Board Member vacancy:** Alan Taeger has resigned as a Board Member, leaving a vacancy to be filled as per bylaws and county election rules.
  - e. **Procurement policy revisions:** The board did review and discuss proposed revisions to the district procurement policy to be adopted at the March 14, 2013 regular business meeting.
  - f. **Bylaws revisions:** The board did review and discuss proposed revisions to the district bylaws. to be adopted at the March 14, 2013 regular business meeting.
  - g. **Bookkeeper:** The position is open due to Katya's resignation. The board is seeking a replacement and is still working on description of bookkeeper's duties.
  - h. **Board Clerk:** A position is open and the board is still in process of deciding the duties to be performed by the Board Clerk.
  - i. **Annual Form 700 (Statement of Interests)** Per law, board members must annually file Form 700 with the county office no later than Tuesday, April 2, 2013.
5. **Previous meeting minutes:** The minutes of the special board meeting, December 12, 2012, December 13 2012 regular board meeting, January 10, 2013 regular board meeting, January 23, 2013 board evaluation meeting, February 14, 2013 regular board meeting will be approved and/or revised and approved.

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6. **Board Correspondence:** A report of correspondence to and from the Board since the previous business meeting will be presented.
7. **Financial Report** Current financial statements for the District will be presented.
8. **Committee reports:**
  - a. **New Fire Station Committee**
9. **Director's Discussion:** Individual Board members may discuss topics of concern to the District including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
  - a. **Paid Positions:** Bookkeeper and Board Clerk
  - b. **Paid Vehicle Maintenance Person**
  - c. **Firefighter Reimbursement tax**
  - d. **AB2298** – District liability for firefighter POV response.
10. **Next scheduled regular business meeting:** Thursday, April 11, 2013, 7:00pm
11. **Adjournment**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

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