

LISLE-WOODRIDGE FIRE DISTRICT  
FOREIGN FIRE INSURANCE BOARD  
MEETING MINUTES

Station One 1005 School Street Lisle, IL  
Thursday December 29, 2011 3:00pm

**CALL TO ORDER**

Meeting called to order by Chairman Capua @ 3:11pm

**ATTENDENCE**

Chairman Capua	Present
Secretary Campbell	Excused
Treasurer Orth	Excused
Trustee Zinther	Present
Chief Freeman	Absent
Trustee Hahn	Present
Trustee Sievert	Present

**APPROVAL OF MINUTES**

Regular Meeting held October 20, 2011. Tabled until next meeting.

**TREASURER'S REPORTS**

1. Treasurer's Report & Financial Statement of October 20, 2011  
*Motion (Hahn/Sievert) to accept. Passed 4-0.*
2. Treasurer's Report & Financial Statement of December 29, 2011  
*Motion (Hahn/Sievert) to accept. Passed 4-0.*

**COMMITTEE REPORTS**

None

**OLD/UNFINISHED BUSINESS**

1. DuPage County Board request for financial reports:  
Chairman will coordinate with District to insure compliance.
2. FFIB bonding changes:  
New quotes to meet funding levels reviewed. *Motion by (Sievert/Hahn) to accept quote from CNA for 3-years at 75K for a fee of \$988.00. Passed 4-0.*
3. Reimbursements from LWFD:  
Request made to District to split purchase of 23 sets of mattresses. Total of \$2828.04 requested. No response as of yet from District.
4. Safety related requests/Joint Safety Committee:  
Board will forward any safety related requests to Joint Safety Committee.
5. Review previously approved expenditures:
  - Items approved – not yet purchased (see attachment).
  - Items submitted – not yet acted on (see attachment).

## **NEW BUSINESS**

1. Election time table:  
Reviewed draft copy of FFIB Trustee election timetable and notice to members. Capua and Hahn positions up for re-election. Review of policy regarding potential vacancies due to retirement(s). *Motion by (Hahn/Sievert) to send out memorandum requesting member interest as is. Passed 4-0.*
2. 2012 meeting schedule:  
Discussed format of meeting on the third Thursday of every other month beginning in February. *Motion by (Sievert/Zinther) to approve and publish 2012 meeting schedule. Passed 4-0.*
3. 2011 audit request:  
Audit must be completed by District auditors to be included in District's final audit. Audit to be conducted during the week of March 19, 2012. Chairman Capua appoints Audit Committee to be headed by Treasurer Orth.
4. 2012 station allowances:  
Structure of program discussed, including
  - Program will be considered a trial
  - Requests must be by Station Captain, or his designee
  - No rollover of funds from year to year
  - Allowance will be \$500.00 per station*Motion by (Hahn/Sievert) to approve program as discussed. Passed 4-0.*
5. Review and approve expenditures:
  - Stereo system for Building 6, not to exceed \$180.00
  - Station 4 grill accessories, not to exceed \$200.00
  - Station 2 bulletin board, not to exceed \$205.00 plus shipping
  - Station 5 radio, not to exceed \$100.00*Motion by (Sievert/Hahn) to approve purchases as discussed. Passed 4-0.*
  - Station 3 AV cables, deferred pending further research
  - Station 3 bath towels, deferred pending further research
  - Station 5 workout room shelving and hanger, deferred pending further research
  - Station 1 TV console (similar to Station 2's), no action taken
  - Podium for Station 1, no action taken

## **PUBLIC COMMENTS**

None

## **FOR THE GOOD & THE WELFARE**

- On-line training on Illinois Open Meetings Act must be completed by sitting Board members by end of 2012.
- Reviewed thank you letter from Bureau Chief Spinazola regarding forcible entry prop.
- Board acknowledged and thanked Tim Griffin for assisting in furniture pickup from Darwin Furniture warehouse in Tinley Park.
- Board acknowledged and thanked Steve Watkins for helping develop FFIB section on District's website.

- Board acknowledged and thanked Inland Mattress (Mark) for donation to Burn Camp.

**ADJOURN**

Meeting adjourned at 5:30pm.