

LISLE-WOODRIDGE FIRE DISTRICT
FOREIGN FIRE INSURANCE BOARD
MEETING MINUTES

Station One 1005 School Street Lisle, IL
Thursday April 19, 2012 3:00pm

CALL TO ORDER

Meeting called to order by Chairman Capua @ 3:07pm

ATTENDANCE

Chairman Capua	Present
Secretary Campbell	Present
Treasurer Orth	Present
Trustee Zinther	Present
Trustee Sievert	Present
Trustee Spinazola	Present
Chief Freeman	Present

APPROVAL OF MINUTES

1. Regular Meeting held December 29, 2011:
Deferred until next meeting.
2. Regular Meeting held February 16, 2012:
Deferred until next meeting.

TREASURER'S REPORTS

1. Treasurer's Report & Financial Statement of April 19, 2012::
Motion (Campbell/ Spinazola) to accept. Passed 7-0.
2. Bank account balance
Motion (Campbell/ Spinazola) to accept. Passed 7-0.
3. Station account balances:
No activity

COMMITTEE REPORTS

Audit Committee:

Chairman Capua met with auditors on March 21, 2012 at Station 1 and answered all outstanding questions (See new business for approval of auditor invoice).

Audit committee dissolved by Chairman Capua.

OLD/UNFINISHED BUSINESS

1. Election results:
Chairman Capua was re-elected and Scott Spinazola was elected to fill the vacancy of Trustee Hahn.
2. Officer elections:
Current officers, Chairman Capua, Secretary Campbell and Treasurer Orth were re-elected to existing positions for another term.

3. Fraud survey request:
Completed by all those requested. No further action required.
4. Dinette chair problems:
Station 5 completed, but Station 4 not completed. Chairman Capua continues to work with dealer to correct problems.
5. Previously approved expenditures:
 - Items approved – not yet purchased (see attachment).
 - Items submitted – not yet acted on (see attachment).*Motion (Campbell/Sievert) to hire Karesh Glass to install mirrors in St. 3 fitness center not to exceed \$400.00. Passed 7-0.*

NEW BUSINESS

1. FY 2011 audit:
Completed with no apparent problems. *Motion (Campbell/Orth) to approve payment of Sikich invoice of \$392.00 for 2011 Audit. Passed 7-0*
2. Statements of economic interest:
All submitted to DuPage County Clerk, as required.
3. Procedure for “Shared Cost Expenditures”:
Expectations of cost sharing with District should be approved up front whenever possible. Also noted and emphasized when reviewing and acting on expenditure requests, that existing policies should be following in all cases, unless some type of emergency exists.
4. Review and act on expenditure requests:
 - LWFD Fitness Challenge T-Shirts. *Motion (Campbell/Sievert) to approve purchase of one t-shirt per participant at a cost of \$8.00 per shirt plus incidental charges. Passed 7-0*
 - Bulletin Board for Station 3 day room. *Motion (Campbell/Spinazola) to approve purchase not to exceed \$150.00. Passed 7-0*
 - Bookcases for Station 5 day room. *Motion (Campbell/Sievert) to approve purchase of 2 bookcases not to exceed \$450.00. Passed 7-0*
 - Chair Side Tables for Station 1 day room. *Motion (Spinazola/Sievert) to approve purchase of 6 tables not to exceed \$900.00. Passed 6-0 (Chief Freeman absent for business)*
 - Surround Sound System w/DVD for Station 1 day room. Deferred back for request through Station account program.
 - Television & Wall Mount for Station 1 Battalion Office. *Motion (Campbell/Sievert) to approve purchase of both not to exceed \$500.00. Passed 7-0*
 - Reimbursement for Station 4 Pop Machine repair. *Motion (Spinazola/Campbell) to approve reimbursement of \$200.00. Passed 7-0*

PUBLIC COMMENTS

None

FOR THE GOOD & THE WELFARE

None

ADJOURN

Meeting adjourned at 5:46pm.