



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

## NSCFPD Finance Committee Minutes

10:00 a.m. Tuesday January 9, 2018

Sea Ranch North Fire Station (39250 South Highway 1, The Sea Ranch)

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**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

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**Copies of Full Agenda Packet:** May be requested by emailing a request to [info@northsonomacoastfpd.org](mailto:info@northsonomacoastfpd.org). A small number of paper copies of the packet will be available at the CAL FIRE station at 960 Annapolis Road prior to the meeting, and at the meeting.

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Note that any times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

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**I. CALL TO ORDER:** Meeting called to order at 10:02 am.

**II. ROLL CALL:** Committee members Mueller, Plakos, and Scott present

**III. AMENDMENTS TO AGENDA:** None

**IV. PUBLIC COMMENT ON NON-AGENDA ITEMS:** *Any person wishing to speak to the Board on any item not listed on the agenda may do so during public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time.*

No comments from the public.

**V. REPORTS**

A. Treasurer: The importing of former Quick Books to district's own account is almost complete. The transaction report to the state controller will be done by Goranson & Associates. Currently working on an AFG grant from FEMA

**VI. DISCUSSION/ACTION ITEMS**

A. Election of Officers: Leigh Mueller was elected as Chair and Michael Scott as Secretary.

B. Meeting Schedule: Dates for future meetings were postponed until after the January District Board meeting.

C. Review of procedures for standing committees: It was unanimously decided to propose to the Board that the Finance Standing Committee be allowed to add additional members as deemed necessary. In addition, to propose to the Board that the standing committee be temporarily suspended and the ad hoc committee be re-instated until a fourth member can be recruited.

D. Preparation of reports for January 15 Board Meeting: Will report current budget information that is available at this time.

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- VII. CALENDAR LOOK-AHEAD:** Controller's report is due at the end of January.
- VIII. ADJOURNMENT TO NEXT MEETING:** Meeting adjourned at 11:22 am.