



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

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

NSCFPD Standing Finance Committee Minutes

10:00 am Friday January 4, 2019

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

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.

Copies of Full Agenda Packet: May be requested by emailing a request to 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.

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

- I. **CALL TO ORDER**
- II. **ROLL CALL:** Committee members—Jacobs, Plakos, Buckley, and Campbell present
- III. **AMENDMENTS TO AGENDA:** *None*
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** *Motion to approve the minutes from the November 30, 2018 meeting minutes was made by Jacobs and seconded by Plakos, and unanimously approved.*
- V. **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. None*
- VI. **DISCUSSION/ACTION ITEMS**
 - A. Treasurer's Report: Audit report is finalized and the committee discussed further the possibility of hiring a new auditor. Jacobs will research options and report back to the committee.
 - B. Appointment of Officers: Discussion of whether or not formal officers are necessary for the functioning of the committee. *No action taken due to the absence of committee member Scott. The item will be moved to the next committee meeting for further discussion.*
 - C. Report from Investment Sub-Committee : *Campbell and Jacobs presented investment options through West America Bank and CalTrust. Motion made by Jacobs and seconded by Buckley to recommend to the Board authorizing the establishment and deposit of funds in a CD account at West America Bank.*

A second motion was made by Jacobs and seconded by Campbell to recommend the following to the Board at the next meeting:

NSCFPD Finance Committee Minutes, 01-04-2019, Page 2

The Finance Committee recommends to the Board that we identify a working capital amount to remain in the checking account and any funds in excess of that amount should be invested in one or more of the CalTrust funds and that the Board authorize the treasurer to act on the above recommendation.

- VII. CALENDAR LOOK-AHEAD:** *The next Finance Committee is scheduled, January 30, 2019, 4 p.m., North Fire Station*
- VIII. ADJOURNMENT TO NEXT MEETING:** *The meeting adjourned at approximately 11:15 a.m.*