



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

4:00 pm Friday January 30, 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: Are available online, at the meeting, and may be requested by emailing a request to info@northsonomacoastfpd.org.

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—Scott, Jacobs, Plakos, and Buckley present and Campbell present via conference call.
- III. **AMENDMENTS TO AGENDA:** *Motion was made by Scott to amend the agenda to reflect Marti Campbell's phone in location: 1435 Campus Drive, Berkeley, CA 94708; seconded by Plakos and unanimously approved.*
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** *Motion to approve the minutes from the November 30, 2018 meeting minutes was made by Scott, 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:
 - a. Audit report has been received and will be posted to the website.
 - b. The CalTrust accounts have been set up and Plakos will make the transfers in early February leaving the minimum working capital amount of \$30,000 in checking.
 - c. Upon further review, no action will be taken regarding a deposit of funds in a CD account at West America Bank.
 - B. Appointment of Officers: Officers will not be appointed. The distribution of duties will be as follows: Meeting minutes and meeting materials (Buckley); Agenda and posting (Scott).

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C. Report from Investment Sub-Committee : *Jacobs presented a bid proposal from B&G Accountancy Corporation and will continue to research potential auditors including Larry Bain and Nicholson and Olson. The group agreed the auditing group should have special district experience. Plakos will make the reference checks and the group will make a recommendation to the Board at the March 11, 2019 meeting*

VII. CALENDAR LOOK-AHEAD: *The next Finance Committee is scheduled, February 27, 2019, 11 a.m., North Fire Station*

VIII. ADJOURNMENT TO NEXT MEETING: *Meeting adjourned 5:35 p.m.*