

**Minutes to the Regular Meeting of the Sonoita-Elgin Fire District Board of Directors  
Monday, 28 October 2013  
6 p.m.**

**Call to order**

**Pledge of Allegiance**

**Roll Call** – Rinaldi, Berry, Pfitzenmaier, Bianchi; Izzo absent.

**Approval of Minutes** to meeting of 16 Sept 2013; under current events, new business, change Berry to Bianchi, motion to approve with change by Bianchi, seconded by Rinaldi; motion carried.

**Call to the Public** – None

**New Business**- Bianchi introduced Jay Park with Walker and Armstrong Audit Firm at the beginning of the meeting so Jay would not have to stay until the end of the meeting. Jay addressed the board with his findings of the audit. He distributed copies of the audited financial statements for the year end of 2013. Jay Park presented to the board an in depth review on the financial statement, internal controls and compliance (discussed credit cards). Motion to approve and accept the Audit Report as presented and published was made by Bianchi, seconded by Rinaldi, motion carried unanimously. The 2013 Audit is accepted by the Board.

**Chief's Report** – Chief De Wolf advised the Board on the following; Website hits, last couple of months it is down; discussed the Corral Fire, monthly calls; discussed out of zone runs along with mutual aid calls; Fuels Mitigation work, and that the financials emailed to the Board. Board member Bianchi had a question on the Hot Shot donation, and the credit card charges. Bianchi also questioned the bank charges on the past few National Bank statements and asked if we were going to make some changes. De Wolf – We've shut down the checking account and are going to simply use the money market account. Bianchi asked to have our insurance agent come to the board and tell the board what the insurance is, what it does and doesn't cover, what the deductibles may be and etc. I (Bianchi) have personally no knowledge of what our policy covers. Pfitzenmaier - This is the first time we've signed the acknowledgement of the financials of the District (financial reporting) as we continue to move through this, if there's a way to streamline this, I want the rest of the Board and myself to participate. De Wolf advised that what the Board was doing tonight is your role in the process. We have taken steps to streamline the process, and have implemented the new procedure of having management reconcile the books and the Treasurer review the reconciliation, to better meet the recommendations of the Auditor.

**Current Events** – none

**Budget & Finance Committee** – none

**Audience Comments** – None

**Board member comments** - Jennifer is happy with the audit. Bianchi, I appreciate the things are flowing with the new program with the financials; I had adequate time to review the financials.

**Motion for adjournment** by Bianchi, seconded by Rinaldi, motion carried.