

**NOTICE OF MEETING  
BRACKEN VOLUNTEER FIRE DEPARTMENT  
BOARD OF DIRECTORS**

Notice is hereby given that on the 28th day of September 2009 the Board of Directors of the Bracken Volunteer Fire Department will hold a Meeting at 7:00 PM at the Central Fire Station located at 23600 FM 3009, San Antonio, Texas.

The subjects to be discussed are listed on the agenda, which is a part of this notice. If, during the course of the meeting covered by this notice, the Board of Directors should determine that a closed meeting or session of the Board is required, then such closed meeting or session as authorized by the Texas Open Meetings Act will be held by the Board at the date, hour and place given in the notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed meeting concerning any and all purposes permitted by the Act.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed meeting, then the final action, decision or vote shall be in open session.

*Peggy Campbell*

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Signature

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Title

**AGENDA**

Regular Board Meeting - Call to Order by Board President (Mark Schroeder)

1. Approve minutes of the August 24, 2009 Board Meeting
2. Report of the Treasurer (Marsha Kern)

Unfinished Business and General Orders

1. Fire Chief Report (Donald Zipp)
2. Fire Marshal Report (Bill Anz)
3. Emergency Rescue Report (Craig Ackerman)
4. ESD Update (Bob Fleming)

New Business

1. Fire Station Window Replacement Estimates (Donald Zipp)
2. Closed Session – Personnel/Payroll Budget Issues (Mark Schroeder)
3. Draft Budget for 2010 – Includes Results of Closed Session (Marsha Kern)
4. Firefighter’s Festival Results (Donald Zipp/Marsha Kern)
5. Member Meeting Agenda (Peggy Campbell)

Adjourn

Next Meeting is October 13, 2009 at 7:00 PM (which is our Member Meeting).

**Minutes - Board Meeting of the Bracken VFD  
Monday, September 28, 2009**

**Board Members Present**

Mark Schroeder, President	Bob Schoeler, Member
Buddy Boone, Vice President	Fred Moos, Member
Peggy Campbell, Secretary	Tom Potter, Member
Marsha Kern, Treasurer	E. J. Fiedler, Member

**Board Members Absent**

Tim Fey, Member

**Regular Board and Member Meeting**

The meeting was called to order by President Mark Schroeder at 7:00 p.m.

As the first order of business, Mark asked if there were any questions or corrections to the minutes of the August 24, 2009, board meeting. There were none, and the minutes were approved as written.

**Treasurer's Report** - Treasurer Marsha Kern provided a budget recap (as of 9/28/09) reporting that through 75% of the year, expenses were at 62.1% of budget and income was at 96.8% of budget. The Treasurer's Report with full details is attached (Attachment A). Marsha explained that the report shows the Firefighter's Festival net income as \$23,081.83 but she had received some additional expenses after the report was created. The net income should be reported now as \$22,664.83. Also, she explained that the membership dues and donations were separated from the fundraising monies this year.

**Unfinished Business and General Orders**

**Fire Chief Report** - Chief Zipp reported that the rain has really been appreciated. The department has been having mostly medical calls. They have done some stand-by for controlled burns after the burn ban was lifted.

Chief Zipp announced that Schertz EMS would be administering flu shots to the department personnel Tuesday, 9/29/09, at the fire station from 6 p.m. – 8 p.m. He stated that anyone interested in getting the shot for \$15 is welcome to come by during those hours to receive the vaccine. He clarified that this is the regular flu shot, not the H1N1 vaccine shot.

**Fire Marshal Report** - Fire Marshal Bill Anz reported that there were 44 total calls for August 2009, with 13 being fire calls. A list of the fire and rescue calls is available through the Secretary.

**Emergency Rescue Report** – Chief Zipp reported for Craig Ackerman that there were 31 rescue related calls for August 2009. Also, Chief Zipp reported that he has acquired masks for personnel to use during the coming flu season.

**Emergency Services District (ESD) Update** - Bob Fleming reported that ESD #6 set the tax rate for 2009 at \$.03 per \$100 valuation. He stated that they had been overpaying Schertz

EMS for the past three years because they had over estimated the population. The 2010 contract has been reduced to reflect the more accurate population number.

### **New Business**

**Fire Station Window Replacement Estimates** – Chief Zipp reported that he had received four different quotes for replacing windows at the Central Station, and all are within the budgeted amount. He stated that he plans to replace windows on the front lower level on the west and north sides. He also plans to put solar screens on the windows to get double protection. Chief Zipp stated he would appreciate Marilyn Winters assisting him in applying for the CPS energy rebates available for windows and solar screens. Marilyn agreed to help.

**Closed Session: Personnel/Payroll Budget Issues** – Mark suspended the open meeting at 7:20 p.m.

**Draft Budget for 2010 to Include Results of Closed Session** - At 8:02 p.m. Mark reconvened the open session. Marsha Kern distributed the 2010 Proposed Budget document. Mark asked for questions and discussion. Fred Moos made a motion to approve the budget with the depreciation line item moved below the total expenses line. EJ seconded the motion, and the motion passed. Marsha stated that the 2010 budget would be presented to ESD #6 at the October 12, 2009 meeting.

**Firefighter's Festival Results** – Marsha stated that she had provided the financial information as a part of her Treasurer's Report. Chief Zipp reported that he thought the festival started off slowly but picked up as the day progressed. He stated he thought the festival was very good overall. He was surprised at how well the sausage on a stick, hot dog, and turkey drumstick menu items did. Also, Buddy stated that the vendors did well and the feedback from the community was good regarding having vendors at the event. Member Bob Kern stated that the "bucket" collection at FM3009 and FM2252 did great. Mark stated that he would like to form a committee to discuss our future fundraising approach. It was agreed that the committee should not consist of just board members; community members should be included too. The committee would bring back recommendations to the Board. Mark stated that Peggy would head-up the committee.

**Member Meeting Agenda** – Peggy reminded the Board that our next board meeting is October 13th, which is the annual Member Meeting. She stated that the agenda will be comprised of the standard "old business" items. She said that currently there was only one "new business" item, which was the Board Member Election. She asked if other items should be added; there were none identified. Lastly, she asked if another board meeting was needed in October. It was agreed to only have the October 13th meeting and schedule the November meeting on November 16, 2009.

### **Adjourn**

Member E. J. Fiedler made a motion for the meeting to be adjourned, which was seconded by Buddy Boone. Motion carried, and the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Peggy Campbell

Peggy Campbell  
Secretary

Attachment A: Treasurer's Report

Attachment B: 2010 Proposed Budget