



BRACKEN VOLUNTEER FIRE DEPARTMENT
23600 FM3009, San Antonio TX 78266
(210) 651-5762

Draft Minutes –Meeting of the Bracken VFD Board of Directors
Monday, January 25, 2021

Board Members

Charles Flink, President	- Absent	Skip Courter, Member	- Present
Kurtis Wilcox, Vice President	- Present	Bob Schoeler, Member	- Present
Mark Schroeder, Treasurer	- Present	Rick Shimon, Member	- Present
Jim Moreland, Secretary	- Present	Walter Brown, Member	- Present
Buddy Boone, Member	- Present		

Regular Board Meeting

Vice President Kurtis Wilcox called the meeting to order at 7:00 p.m. via teleconference due to COVID-19 Pandemic public meeting restrictions. In addition to the BoD members above, Randy Maschek (ESD 6), Chief Zipp, and Marilyn Winters, Bookkeeper. Pledges of Allegiance to US and Texas Flags were suspended due to this meeting being held by video/teleconference.

Minutes Approval – As the first order of business, minutes from both the Nov and Dec 2020 meetings were presented. Mark Schroeder made a motion to approve both sets of minutes and Walter Brown seconded. Motion passed unanimously.

Treasurer's Report – Marilyn Winters reported on behalf of Treasurer Schroeder for the period Jan 1 to Dec 31, 2020. As of Jan 22, 2021, cash on hand is \$592,309.78. As of Dec 31st, income was 102.1% of budget and expenses were 103.1% of budget through 100% of the year. The balance from 2020 was less than \$100k, so none was refunded. This happened primarily because of an extra payroll date at end of year, and a large Workers' Comp premium. Buddy Boone made a motion to approve the report and Bob Schoeler seconded. Motion passed unanimously.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported a new HVAC unit was purchased for the Delafield Station. Also replaced the coils and air handler at the Main Station. Personnel have all moved out of the CONEXs and trailer and back into the Main Station. Delafield construction is delayed because of garage doors (temporary doors in place) and a few other items. Waiting for a dry day to pave the parking lot. Personnel are in the process of getting vaccinated for COVID-19 and some are already on their second doses. Everyone in or out of the station will still be temperature tested. New truck should be up and running in a week or so.
- 2. Activity Report/ Emergency Rescue Report** – In the report covering December, 2020, Chief Zipp reported a total of 69 total runs; 21 fire and 48 rescue. Average emergency fire response

time: 7:02. Average rescue response time: 7:14. 19 calls were run out of the Delafield Station (Station 2). Report attached.

- 3. Emergency Services District (ESD) Update** – Randy Maschek, ESD 6, was present and reported that the ESD funds on hand were as low as they have every been at \$800k+ awaiting tax income receipts.

New Business

- 1. Discuss and approve firm to be our Auditor and file our taxes for the 2020 tax year.** Buddy Boone made a motion to approve using the same company we have used for a number of years (Armstrong, Vaughn). Walter Brown seconded. Motion carried unanimously.

BoD Roundtable: Skip Courter reported that he is now a certified trainer for Living Works Applied Suicide Intervention Skills Training (ASIST). Class size is required to be a minimum of six and a max of 15. BVFD Board Members are invited to attend. Cost is \$42 per person. BVFD is paying for Fire Department personnel.

Adjourn

The next board meeting is scheduled for Monday, Feb 22nd, 2021 at 7:00 p.m. Buddy Boone made a motion for the meeting to be adjourned, which was seconded by Bob Schoeler. Motion carried unanimously, and the meeting was adjourned at 7:32pm.

Respectfully submitted,

Jim Moreland

Secretary, BVFD BoD

**Bracken Volunteer Fire Department
23600 FM 3009
San Antonio, Texas 78266
Treasurer's Report
For January 25, 2021**

- **Budget Recap Jan 1, 2020 – Dec 31, 2020**

Through 100.0% of the year

Income

102.1% of budget

Expenses

103.1% of budget

- **Cash on Hand as of 01/22/21: \$ 592,309.78**

First United Bank Checking	\$ 162,125.05
First United Bank Christmas Fund	\$ 1,682.53
Schertz Bank Checking	\$ 36,067.36
Schertz Bank Payroll	\$ 182,084.60
Schertz Money Market	\$ 210,350.24

We have received our 1st Quarter check from the ESD in the amount of \$423,850.00. That amount is reflected in the above balances.

Our year end operating cash balances at Schertz Bank were \$67,379.89. This does not include our Non-ESD funds at 1st United Bank. The year-end balance was below the \$100,000 limit in our contract so no funds will be returned to the ESD.

Armstrong Vaughan and Associates has sent us an engagement letter for preparation of our 2020 Audit and Federal Tax Return. This will be discussed in new business.

Respectfully Submitted,

Mark Schroeder
Treasurer

ACTIVITY REPORT

Asst Chief Bill Anz

December 2020

69 total runs, 21 fire calls and 48 rescue calls.

TOTAL Average emergent fire response was 7:02 minutes and average emergent rescue response was 7:14 minutes.

Station 1 average emergent fire response time 6:22

Station 1 average emergent rescue response time 6:30

Station 2 average emergent fire response time 10:10

Station 2 average emergent rescue response time 9:07

19 calls were run out of station 2.

SH 46/Copper Ridge responses

- Medical emergency – Copper Creek – 17:41**
- Unauthorized burn – Herberlin – 11:22**