



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

Minutes – Bracken VFD Board of Directors Meeting
Monday, Sep 25, 2023

Board Members

Charles Flink, President	- Absent	Skip Courter, Member	- Present
Kurtis Wilcox, Vice President	- Absent	Bob Schoeler, Member	- Present
Colin Smith, Treasurer	- Absent	Gary Palmer, Member	- Present
Jim Moreland, Secretary	- Present	Jackie Mitchell, Member	- Present
Buddy Boone, Member	- Present		

Regular Board Meeting

Secretary Jim Moreland called the meeting to order at 7:00 p.m. In addition to the BoD members above, Chief Zipp, Asst Chief Anz and bookkeeper Marilyn Winters were present. The Pledge of Allegiance to the U.S. Flag and Pledge to the Texas Flag were spoken.

Minutes Approval – The minutes from the August 2023 meeting were presented. Motion to accept was made by Jackie Mitchell, Buddy Boone seconded, and the motion passed unanimously.

Treasurer's Report – Marilyn Winters, Bookkeeper, presented the report. As of September 22nd, 2023, cash on hand was **\$ 567,342.07**. As of August 31st, 2023, income was 77% of budget and expenses were 53.9% of budget through 66.67% of the year. Motion to approve the report made by Gary Palmer, Skip Courter seconded. Motion passed unanimously. A copy of the summary report is attached. Gary Palmer asked about credit card details. Marilyn and Chief Zipp will check and respond to a new business item at next month's meeting.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported the Burn Ban is still on and BVFD has been very busy with calls and fire prevention and education with schools. Safety meetings with Heidelberg (formerly Hansen Aggregate) Quarry were held today. BVFD did standby work at the Davenport HS band UIL practice. They started with two medics but because of the 100+ degree weather, ultimately had 12 medics, Schertz EMS and an AMBUS on site. Several heat related patients were treated. Breathing apparatus and bunker gear inspections are coming up which may result in expensive repair/replacement costs. The website software needs an update – Dryden labs estimates \$900-\$1,000 to upgrade PHP and MySQL. Jim Moreland will query another website developer on this.

2. **Activity Report/ Emergency Rescue Report** – Asst Chief Anz reported there were 76 total runs, 18 fire calls and 58 rescue calls. Average emergent fire response was 6:16 minutes and average emergent rescue response was 7:43 minutes. 13 calls were run out of Station 2. Bracken Methodist, Garden Ridge Elementary fire prevention education will be held this month, Triumphant Lutheran next month. Report attached.
3. **Emergency Services District (ESD 6) Update** – No ESD representative present. Chief Zipp reported that ESD 6 is planning to hire a consultant to review sales tax paying businesses to ensure ESD 6 is getting its proper share of sales taxes from businesses operating inside of ESD 6. Apparently this was done previously with very positive results. Skip Courter reported that a significant portion of the ESD meeting discussion revolved around where they should house their funds to take maximum advantage of interest rates.
4. **Review and discussion of how much of our non-ESD revenue should be divided between bank accounts.** (Tabled from July and August meetings). Gary Palmer made a motion to move \$75k out of non-ESD funds to the new Money Market FUB account to take advantage of the higher promotional interest rate. Jackie Mitchell seconded. Motion passed unanimously. CLOSED.
5. **Status of adding EMAILs to BVFD Membership database.** Jim Moreland reported that he and Chief Zipp were finally able to copy the correct portion of the Members Database from the old system, making it feasible to add email addresses and then create a new Members Database in either EXCEL or ACCESS. He has started by adding area codes and correcting some other formatting issues and has begun updating individual records with phone numbers and email addresses sent to BVFD from last year’s membership campaign. ECD: 1 November 2023, in time for using EMAIL to notify members of the Christmas party.

New Business

1. **Discuss and take action as needed on the General Membership Meeting in October.** Chief Zipp reported that the newsletter was corrected to add the meeting time and date and will go out shortly to all property taxpayers by USPS in the ESD 6 Service Area.
2. **Discuss and take action, as necessary on a Board of Directors slate of officers for the upcoming election.** Candidates coming up for re-election were identified by Marilyn Winters as Kurtis Wilcox, Colin Smith, and Bob Schoeler for three-year terms. The election will be conducted at the October Membership Meeting. The election of Officers by Board Members will occur at the November meeting.

Round Table

Buddy Boone asked if we could project reports vs. printing them to save paper. We will add that to action items for October. Jim Moreland reminded all present that the October meeting will be the Annual Membership Meeting and will be held on the 10th at 7:00 pm. The November meeting will be on November 20th (week before Thanksgiving), one week earlier than the usual fourth Monday. There will be no formal December meeting, just a Pro Forma meeting prior to the Christmas Party on December 2 (first Saturday of December) if there is a Board quorum present.

Adjournment

Buddy Boone moved for adjournment and Jackie Mitchell seconded. Motion passed unanimously.

Secretary Moreland adjourned the meeting at 7:50 p.m. Next scheduled meeting is October 10th, 2023 at 7:00 p.m.

Respectfully submitted,

Jim Moreland

Jim Moreland
Secretary, BVFD BoD

**Treasurer's Report
For September 25, 2023**

- **Budget Recap Jan 1, 2023 – August 31, 2023**

Through 66.67% of the year

Income	77.1% of budget
Expenses	53.9% of budget

- **Cash on Hand as of 09/22/23: \$ 567,342.07**

First United Bank Checking	\$ 101,206.54
First United Money Market	\$ 25,081.70
First United Bank Christmas Fund	\$ 1,682.53
Schertz Bank Checking	\$ 77,838.21
Schertz Bank Payroll	\$ 169,747.41
Schertz Money Market	\$ 191,785.68

- **Other Business**

No other business to report at this time.

Respectfully Submitted, Colin Smith
Treasurer

AUGUST 2023

76 total runs, 18 fire calls and 58 rescue calls.

TOTAL Average emergent fire response was 6:16 minutes and average emergent rescue response was 7:43 minutes.

Station 1 average emergent fire response time 6:16

Station 1 average emergent rescue response time 7:41

Station 2 average emergent fire response time 00:00

Station 2 average emergent rescue response time 06:54

13 calls were run out of station 2.