



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

Minutes – Bracken VFD Board of Directors Meeting
Monday, March 25, 2024

Board Members

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

General Membership Meeting

President Flink called the meeting to order at 7:02 p.m. In addition to the BoD members above, Chief Zipp, Asst Chief Anz and Marilyn Winters, Bookkeeper, 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 February 2024 meeting were presented. Motion to accept was made by Buddy Boone, Jackie Mitchell seconded, and the motion passed unanimously.

Treasurer's Report – President Flink presented the report in the absence of the Treasurer. As of March 22, 2024, cash on hand was **\$ 336,630.81**. As of February 29, 2024, we are through 16.67% of the budget year. Income represents 25.1% of the budget and expenses represent 15.1% of the budget. The audit is still underway. Motion to approve the report made by Jim Moreland, Gary Palmer seconded. Motion passed unanimously. A copy of the summary report is attached.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported that several Board Members completed First Aid/AED training and he is willing to teach the class again if others want it. June 1, 0800-1100 is the annual First Responders Breakfast at Paul Davis Park. BVFD is hoping to fill a vacant position this week. Chief Zipp reminded everyone to fill their tanks and stay away from areas NE of here on April 8th to avoid crowds looking at the solar eclipse. **INFO ONLY**
- 2. Activity Report/ Emergency Rescue Report** – Asst Chief Anz reported for February, there were 52 total runs, 6 fire calls and 46 rescue calls. 9 calls were run from Station 2. Station 1 ran 5 fire calls and 34 medical calls. Average rescue response time: 5.64 minutes, average engine response time: 5.86 minutes. Station 2 ran 1 fire call and 8 medical calls. Average squad response time: 5.29

minutes, average engine response time: 6.75 minutes. February was an “average month”. Report attached. **INFO ONLY**

3. **Emergency Services District (ESD 6) Update – No representatives attended.** Chief Zipp reported they are finalizing the specifications for the Tender Truck that is about to go into production. Prediction for delivery is September/October 2024 and will replace a 1988 unit at Station 2. **INFO ONLY**
4. **Review, discuss and act as needed on what action should be taken regarding contacting members for email addresses to finish the new database once deceased members are annotated.** President Flink tabled this item pending stats on how many are in each category to get an idea of how much time would be involved. (**OPEN: Jim Moreland**)
5. **Continue discussion regarding continuation of the Annual Christmas Dinner once the database issues in #4 above are resolved.** **CLOSED:** last meeting vote was to eliminate the Christmas Dinner.
6. **Complete discussion and take action as needed on the fraudulent check incident.** President Flink tabled this until additional action/information is received from the banks involved. (**OPEN: President Flink**)

New Business

1. **Discuss and take action as needed on the proposed increase in price of BVFD Web Page hosting and maintenance.** Asst Chief Anz briefed that Dryden Labs notified him of a price increase for monthly maintenance; currently \$50 per month, going to \$100 per month or \$1,000 annually. He also said there was an option to change the site to WIX instead of Word Press, but that would be \$8,000 initially and Dryden would be out of the picture for hosting as we would pay a lower monthly fee to WIX. Pros and cons of keeping Word Press vs. Wix as well as keeping Dryden Labs or shopping around were discussed. Asst Chief Anz also raised the issue that he is currently the POC for web problems, but ends up just passing them to Dryden. Unfortunately, all calls handled by Dryden are at the current hourly rate, and many are really training issues that need to be vetted through BVFD first.. Jim Moreland moved that we stay with Dryden Labs and Word Press. Buddy Boone seconded. Buddy moved that we pay the updated hosting and maintenance annually while shopping around for competition for 2025, Jim Moreland seconded. Passed unanimously. **OPEN: Jim moreland to research options.**
2. **Discuss and take action as needed on the annual 100 Club donation from non-ESD funds.** Chief Zipp stated that the 100 Club of Comal County exists to help all first responders. President Flink said we have traditionally given \$250 annually. Buddy Boone made a motion to continue the annual \$250 donation from non-ESD funds, Bob Schoeler seconded. Passed unanimously. **CLOSED**

Round Table

Jim announced that the GRCPAAA Scholarship for First-Responders Committee was appointed recently and should be announcing their time-lines for submission and award. He also announced that Pizza with the Garden Ridge Police will be held April 11, at 6:00 p.m., Refuse to Be a Victim (RTBAV) April 13 from 10:00 a.m. to 2:00 p.m. and Civilian Response to Active Shooter Events (CRASE) will be held May 18 from 10 a.m. to 2:30 p.m. All three will be in the City Council Chambers. Contact the Garden Ridge PD at 210-651-6441 to reserve seats.

Adjournment

As all action items on the agenda had been addressed, Buddy Boone moved we adjourn, Jackie Mitchell seconded. Motion passed unanimously. President Flink adjourned the meeting at 7:52 p.m. Next

scheduled meeting is for April 22, 2024, at 7:00 p.m. For planning purposes, the May meeting will be moved from the 4th Monday to the 3rd Monday (May 20, 2024) to avoid the Memorial Day Holiday.

Respectfully submitted,

James P. Moreland

Jim Moreland
Secretary, BVFD BoD

Bracken Volunteer Fire Department
23600 FM 3009
San Antonio, Texas 78266

Treasurer's Report For March 25, 2024

- **Budget Recap Jan 1, 2024 – Feb. 29, 2024**

Through 16.67% of the year

Income	25.1% of budget
Expenses	15.1% of budget

- **Cash on Hand as of 03/22/24: \$ 336,630.81**

First United Bank Checking	\$ 19,700.46
First United Bank Christmas Fund	\$ 1,682.53
First United Bank Money Mkt. Acct.	\$ 122,026.12
Schertz Bank Checking	\$ 31,665.76
Schertz Bank Payroll	\$ 153,528.06
Schertz Money Market	\$ 8,027.88

- **Other Business**

The 2023 financial audit by Armstrong, Vaughan and Associates is in progress. All work is being done remotely.

Respectfully Submitted,

Colin Smith
Treasurer

February 2024

(Asst Chief Anz)

52 total runs, 6 fire calls and 46 rescue calls.

9 calls were run out of station 2.

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