



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

**Minutes – Bracken VFD Board of Directors Meeting  
Monday, Sep 23, 2024**

**Board Members**

Charles Flink, President	- Present	Skip Courier, 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	- Absent		

**Membership Meeting**

President Charlie Flink called the meeting to order at 7:00 p.m. In addition to the BoD members above, Chief Zipp and Bookkeeper Marilyn Winters were also 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 2024 meeting were presented. Motion to accept was made by Jackie Mitchell, Bob Schoeler seconded and the motion passed unanimously.

**Treasurer's Report** – President Flink presented the report in Treasurer Smith's absence. As of Sep 20<sup>th</sup>, 2024, cash on hand was **\$ 493,768.72**. As of Aug 31, 2024, we were through 66.73% of the budget year. Income to that date represents 77.4% of the budget and expenses represent 59.7% of the budget. Motion to approve the report made by Curtis Wilcox and Jackie Mitchell seconded. Motion passed unanimously. A copy of the summary report is attached. President Flink asked about two \$7,000 and one \$5,900 expenses. Chief Zipp responded that Suberg Electric installed ceiling fans and Siddons-Martin replaced two middle doors on Unit 870 with roll-up doors. \$5,900 went to Veteran Air to replace a freon line on an existing air conditioning unit. Veteran Air was not the original installer and the problem appeared to be original installation workmanship which is only covered by warranty for one year.

**Unfinished Business and General Orders**

**1. Fire Chief Report** – Chief Zipp reported the security system video cameras are installed but based on coverage, may add one more. National Night Out is October 1. 5 October is the DHS marching unit competition. Because of the heat, there will be a rescue

unit on site. There will also be a bicycle race on 1863 and participants will use property on the Station 2 property for repairs and staging. Working on compliance issues with bunker gear and other state requirements. **INFO ONLY**

**2. Activity Report/ Emergency Rescue Report** – Chief Zipp reported for Asst Chief Anz that for August, there were 88 total runs, 11 fire calls and 77 rescue calls. 17 calls were run from Station 2. Station 1 ran 10 fire calls and 59 medical calls. Average squad time 9:28 minutes and average engine response time 9:50 minutes. Station 2 ran 1 fire call and 18 Medical Calls. Average squad response time: 11:04 minutes and average engine response time: 12:03 minutes. **INFO ONLY**

**3. Emergency Services District (ESD 6) Update** – No representatives attended. Chief Zipp reported that a Land Developer presented information to the Commissioners on a potential new subdivision that will require fire protection in ESD 6 in the Bracken FD area of operation. **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.** Jim Moreland reported that the database has been completely updated to show data received from mail backs and returned mail from the post office. After analysis for duplicate names and addresses is resolved, the DB will be returned to BVFD, but it is available now if we want to use it for the annual meeting notice or other announcements. **OPEN: Chief Zipp/Jim Moreland**

**5. Web hosting and maintenance.** **NOTE:** At the March meeting, the Board approved staying with Dryden Labs and Word Press, paying the increased rate for one year, but continue to look at options for the future. Jim Moreland reported at the last meeting that he has just begun looking at options, and will report at the November meeting so the Board can review and take action as required. **OPEN: Jim Moreland to continue researching options. TABLED until the November meeting.**

#### **New Business:**

**1, Discuss possible Christmas gathering for Board of Directors.** President Flink reported that based on a previous decision, there won't be a traditional Christmas dinner, but said there were options for other options. Board Members had no strong feelings about having a Board Dinner. No further action required (**CLOSED**).

#### **Round Table – Additional comments/questions from Board Members.**

President Flink suggested we send out notice of the General Meeting on October 2 by using the new database. Election of Board Members for the positions held by Charlie Flink, Buddy Boone, and Skip Coulter will be held at that meeting. Skip Coulter reported they held a class on First Responder actions when dealing with victims of sexual abuse. It was well attended.

#### **Adjournment**

President Flink announced that the agenda was completed and ask for a motion to adjourn. The motion was made by Skip Coulter, seconded by Gary Palmer. President Flink adjourned the meeting at 7:36 p.m.

**Next Meetings:**

Board Members are reminded that the October Meeting is our General Membership Meeting on the second Tuesday (October 8<sup>th</sup>, 2024, at 7:00 p.m. and the November meeting will be a week early (Nov 18<sup>th</sup>, 2024) to avoid the Thanksgiving holiday week.

*James P. Moreland*

Jim Moreland  
Secretary, BVFD BoD

Attachments

1. Treasurers report dated 23 Sep 24
2. Run Statistics for Aug 2024

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

**Treasurer's Report  
For September 23, 2024  
Board Meeting**

• **Budget Recap Jan 1, 2024 – August 31, 2024**

Through 66.67% of the year

Income	77.4% of budget
Expenses	59.7% of budget

• **Cash on Hand as of 09/20/24: \$ 493,768.72**

First United Bank Checking	\$ 12,276.65
First United Bank Christmas Fund	\$ 1,682.53
First United Bank Money Mkt. Acct.	\$ 124,569.49
Schertz Bank Checking	\$ 58,777.23
Schertz Bank Payroll	\$ 128,360.60
Schertz Money Market	\$ 168,102.22

• **Other Business**

No other business at this time.

Respectfully Submitted,

Colin Smith  
Treasurer

## **Response Times for July 2024**

### **Asst Chief Bill Anz**

**Augus  
t 2024**

88 total runs, 11 fire calls and 77 rescue calls.

17 calls were run out of station 2.

Station 1 ran 10 fire calls and 59 medical calls

Average rescue response time: 9:28 minutes  
Average engine response time: 9:50 minutes

Station 2 ran 1 fire calls and 18 medical calls

Average squad response time: 11:04 minutes  
Average engine response time: 12:03 minutes

Average response times calculated using dispatch to arrival times of first arriving unit  
on scene