



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

**Minutes – Bracken VFD Annual General Membership &
Board of Directors Meeting**
Tuesday October 8, 2024

Board Members

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

Membership Meeting

President Charlie Flink 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 also present. Invited Members present totaled two. The Pledge of Allegiance to the U.S. Flag and Pledge to the Texas Flag were spoken.

Minutes Approval – The minutes from the September 2024 meeting were presented. Motion to accept was made by Jackie Mitchell, Bob Schoeler seconded and the motion passed unanimously.

Treasurer's Report – Treasurer Smith's reported that as of Oct 4, 2024, cash on hand was **\$ 967,810.67**. As of Sep 30, 2024, we were through 75% of the budget year. Income to that date represents 77.5% of the budget and expenses represent 67% 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.

Unfinished Business and General Orders

- 1. Fire Chief Report** – Chief Zipp reported **INFO ONLY**
- 2. Activity Report/ Emergency Rescue Report** – Asst Chief Anz reported that for September, there were 66 total runs, 22 fire calls and 46 rescue calls. 9 calls were run from Station 2. Station 1 ran 18 fire calls and 36 medical calls. Average squad time 8:33 minutes and average engine response time 6:52 minutes. Station 2 ran 1 fire call and 18 Medical Calls. Average squad response time: 6:20 minutes and average engine response time: 5:40 minutes. Total calls for the year ending 30 Sep are also included (793) **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. Analysis for duplicate names and addresses is still underway, but the new DB was used to invite up to date members to this meeting (337). **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. Review, discuss and act as needed on the approval of auditors for 2024. President Flink reported that Armstrong, Vaughn & Associates submitted their bid for conducting our audit and completing our tax returns. Jackie Mitchell moved we accept their bid, seconded by Gary Palmer. Motion passed unanimously. **(Closed)**

2. Conduct the annual meeting for the election/re-election of Directors whose terms are expiring. (Charles Flink, Buddy Boone, and Skip Coulter) each for three-year periods. President Flink presented the roster of Directors to all voting members present. All three were re-elected by unanimous vote of the General Membership. **(Closed)**

3. Solicit input from meeting attendees and take action as necessary. President Flink opened the floor for business but no motions were presented. **(Closed)**

Round Table – Additional comments/questions from Board Members. No items submitted.

Adjournment

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

Next Meetings:

Next regularly scheduled meeting is November 18, 2024 (one week early) to avoid the Thanksgiving holiday week.

James P. Moreland

Jim Moreland
Secretary, BVFD BoD

Attachments

- 1 Treasurer's Report through Sep 2024
- 2 Run Statistics for Sep 2024 and FY 2024

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

**Treasurer's Report
For October 8, 2024
Annual Meeting**

• **Budget Recap Jan 1, 2024 – September 30, 2024**

Through 75.0% of the year

Income	77.5% of budget
Expenses	67.0% of budget

• **Cash on Hand as of 10/04/24: \$ 967,810.67**

First United Bank Checking	\$ 14,111.65
First United Bank Christmas Fund	\$ 1,682.53
First United Bank Money Mkt. Acct.	\$ 124,569.49
Schertz Bank Checking	\$ 37,838.50
Schertz Bank Payroll	\$ 68,306.28
Schertz Money Market	\$ 721,302.22

• **Other Business**

We received our 4th Qtr. ESD check in the amount of \$553,200.00. That amount is reflected in the above bank balances.

Respectfully submitted,

Colin Smith
Treasurer

September 2024
Fire and Rescue Stats
Asst Chief Bill Anz

66 total runs, 22 fire calls and 46 rescue calls.

9 calls were run out of station 2.

Station 1 ran 18 fire calls and 36 medical calls

Average rescue response time: 8:33 minutes
Average engine response time: 6:52 minutes

Station 2 ran 2 fire calls and 7 medical calls

Average squad response time: 6:20 minutes
Average engine response time: 5:40 minutes

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

FY 2024 Annual call stats (Oct 2023-Sep 2024)

Other fires:	2	
Building fires:	3	
Passenger vehicle fires	2	
Road freight vehicle fires	1	
Off-road vehicle fires:	1	
Brush/grass fires:	3	
Outside rubbish fires:	1	Total 13
Other rescue:	1	
Assist EMS:	485	
Other EMS service:	2	
EMS call excluding MVC w/injury:	13	
Motor vehicle crash w/injuries:	38	
MVC w/no injuries:	41	
Lock-in:	2	
Rescue standby:	1	Total 584
Flammable liquid spill:	1	
Gas leak (natural gas/LPG)	12	
Combustible liquid spill:	1	
Carbon monoxide incident:	2	
Arcing electrical equipment:	1	Total 17
Other service call:	1	
Ring/jewelry removal:	1	
Other water problem:	1	
Water leak:	3	
Animal problem:	1	
Other public service:	1	
Assist PD:	2	
Public assist:	3	
Assist invalid:	28	
Unauthorized burning:	4	Total 45
Dispatched and cancelled en route:	37	
Dispatched and cancelled on scene:	2	
No incident on arrival:	12	
Authorized controlled burning:	8	
Smoke scare:	2	
EMS transported by POV:	1	
Sprinkler activation due to malfunction:	1	
Smoke detector malfunction:	2	
Alarm system malfunction:	6	
Other unintentional alarm:	18	
Unintentional medical alarm:	1	(continued)

Smoke detector unintentional:	1
Alarm system unintentional:	43
Carbon monoxide detector malfunction:	1 Total 135

TOTAL RUNS 793