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|  | Minutes  Western Cass Fire Protection District  Regular Session  Wednesday, September 7, 2022, at 7:00 pm  Fire Headquarters  5 S. Rogers Rd., Cleveland, MO 64734 |  |

1. Call to Order by the Secretary 7:09 P.M.
2. Pledge of Allegiance
3. Roll Call (Quorum)

a) President and Chair John Webb (2022- 2027) Present

b) Vice Chair Marty Hardman (2022- 2023) Present

c) Director Sue Hosterman (2019-2025) Present

d) Director Kerri VanMeveren (2020-2026) Present Remotely

e) Director Darvin Schildknecht (2021-2027) Absent

1. Adopt and Approve Wednesday, September 07, 2022 Agenda

*Sec. Note: The discussion protocols were inaccurate as written at the top of the agenda.*

1. Personal Appearances / Public Comments
2. Reports - No Reports

7) New Business

a) Personnel Qualification and Certification

1) Chief has been conducting training sessions and has certified that personnel are ready and qualified to respond to calls.

2) Nine firefighters have applied or been accepted at this time.

3) The district needs $3000.00 to obtain uniforms for new personnel.

4) Chief requests permission to send department personnel to represent WCFPD at the 9-11 commemoration ceremony on September 11, 2022.

5) President Webb made a motion to establish that the Chief of the Western Cass Fire Protection District has the sole authority to determine personnel qualifications, and what personnel may respond to emergency calls and in what capacity and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

6) President Webb made a motion to have Chief and district personnel represent the WCFPD at the 9-11 commemoration ceremony and drive the Squad 941 and Engine 923 vehicles to the ceremony, and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

7) President Webb made a motion to provide $3000.00 to purchase uniforms for new district personnel and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Nay

b) Bank Funds Transfer for Billing

1) President Webb made a motion to adopt Resolution 220907.4 that grants the President, Vice President, and treasurer authority to create a monthly expense account was passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

2) President Webb Made a motion to adopt Resolution 220907.5 that grants The President, Vice President, and Treasurer the authority to close accounts at Community Bank of Raymore and open new accounts with MOSIP and Commerce Bank was passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Nay

d) CPA Retention

1) The treasurer would like to be trained in Quickbooks by a different CPA than the one retained by the district, because they don’t have time for the training.

2) The training will cost $150.00 per hour.

3) Director Hardman made a motion to retain the services of Melissa Shroeder CPA to train Stephanie Toliver in Quickbooks and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

e) President Webb made a motion to have Nice Bear Consulting consult with the district on operations of the board with maximum expenditures of $300.00 per month, unless further expenditures are approved by the board and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

f) Parliamentary Training

1) A parliamentarian expert would observe meetings and provide advice on procedures.

2) The cost would be $125.00 per hour

3) Director VanMeveren pointed out that Monte Olsen was performing this function earlier this year.

4) President Webb made a motion to hire a Parliamentarian to assist the board with parliamentary procedure, with a cap of $500.00 maximum to be spent, and any expenses above the cap to be approved by the board, and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

g) Director Hardman made a motion to purchase seven paperback copies of Roberts Rules of Order and one digital version for the district with costs not to exceed $100.00 and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

8) Unfinished Business

a) President Webb made a motion to approve the August 10, 2022 Special Session minutes and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Nay

b) President Webb made a motion to approve the August 24, 2022 Special Session minutes with two date corrections to the cited minute references and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Nay

9) President Webb made a motion to go into closed session to discuss personnel and it passed.

President and Chair John Webb - Aye

Vice Chair Marty Hardman - Aye

Director Sue Hosterman - Aye

Director Kerri VanMeveren - Aye

10) Director Hardman made a motion to return to open session and adjourn and it passed by consent agenda with no dissention.

11) Adjourn 8:55 P.M.

President John Webb \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary Chris Johnson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_