

Minutes
VFPA Board of Directors Meeting
January 10, 2014

Board Meeting called to order by President Duckwitz at 1000 hours. The meeting was a conference call format via **703-278-1731 or 800-313-7108**, conference I.D. is: 9209#, personal code is: 9209#.

ATTENDANCE: *Board members in attendance are noted with an "X".*

<input checked="" type="checkbox"/> Ronnie Campbell	<input checked="" type="checkbox"/> Ernie Little
<input type="checkbox"/> Dave Diamantes	<input checked="" type="checkbox"/> Jeremy Luttrell
<input checked="" type="checkbox"/> Robby Dawson	<input checked="" type="checkbox"/> Shawn Maddox
<input checked="" type="checkbox"/> Lee Duckwitz	<input checked="" type="checkbox"/> John McCormick
<input type="checkbox"/> Elaine Gall	<input checked="" type="checkbox"/> Duane Perry
<input checked="" type="checkbox"/> Jim Hartnett	<input checked="" type="checkbox"/> Steve Philips
<input checked="" type="checkbox"/> George Hollingsworth	<input checked="" type="checkbox"/> Daniel Rakes
<input type="checkbox"/> Al Johnson	<input type="checkbox"/> Travis Wright

PRESIDENT'S REPORT – Lee Duckwitz

- Lee presented a proposed 2014 Budget for the organization. No questions from the group. George asked about documenting individual revenue amounts being shown to see how much we make on line items that we receive income for.

Motion: Duane Perry – made the motion to accept the proposed budget.

Second: George Hollingsworth

Discussion: No further discussion

Vote: Motion passed unanimous

- Lee reported that he would like to increase new member dues from \$30.00 to \$35.00 increase dues from renew \$20.00 to \$25.00 for annual dues and \$40.00 to \$50.00 for three year dues. Lee asked for a motion

Motion: Robby Dawson

Second: Ernie

Discussion: No further discussion

Vote: Motion passed unanimous

- Lee discussed scholarship advertisement and getting it posted to the website and Dave is sending to other outlets for advertisement.
- Lee discussed our missing board member slot. Lee would like to fill the position and take nominations. Robby is concerned about the precedence being set by adding another trustee to the board due to the fact that this is a unique situation. Ernie suggested that we wait until we have elections again since there was less than five months left in this term. Duane

stated that all positions as outline by trust agreement are filled and should not be changed. If change is needed Duane suggested fix/change trust agreement to state a member cannot hold two positions at the same time.

- Lee asked for a motion for filling the position and the discussion died for lack of a motion.

VICE PRESIDENT REPORTS – George Hollingsworth or Elaine Gall

- Early February teleconference scheduled with committee. Spoke in person with Steve Phillips briefly the other day. Lee would like a drop dead date of no later than the first week of April to have report from by-laws committee

TREASURER'S REPORT – Ernie Little

- January's Treasurers report is attached.

REGIONAL REPRESENTATIVE REPORTS:

Region 1 Report – Steve Phillips

No report

Region 2 Report – David Diamantes

Absent

Region 3 Report – Shawn Maddox

No report

Region 4 Report – John McCormick

No report

Region 5 Report – Al Johnson

Absent

Region 6 Report – Ronnie Campbell

No report

Region 7 Report – Duane Perry

No report

OLD BUSINESS:

- Lee mentioned the possibility of early bird registration. Robby talked to retired inspector that had concerns about increase in conference rates. Talked about the option of having the early bird rate that would have to be a paid in advance registration and any cancellation

would only get you a portion of the registration back. Lee asked if we would restrict early bird to members only or non-members also. Discussed putting cap on number of registrants under early bird or putting a date range on the option.

Motion: Robby Dawson – to offer a \$50 dollar discount on the registration for an early bird registration for first 15 registrants

Second: Duane Perry

Discussion: No further discussion

Vote: Motion passed unanimous (*Ronnie Campbell did not vote, was not available*)

NEW BUSINESS:

- No additional new business was discussed.

COMMITTEE REPORTS:

Bylaws Committee Report

- Early February teleconference. Spoke in person with Steve Phillips briefly the other day. Lee would like a drop dead date of the first week of April to have report from by-laws committee

Merchandise Committee Report

- Duane asked the feeling of the board regarding the purchase of other polo shirt colors. He has had some interest in white specifically. He will be adding this color to the order to prepare the inventory for the spring conference.

Training Committee Report

- Daniel Rakes reported “LP Gas” class is confirmed for Monday morning, “What Else Do We Do” by Dave Ferris for all day Tuesday or Monday afternoon. Other classes are being confirmed and he will submit a schedule in the coming weeks.

Fire Services Board – Robby Dawson

- Three fireworks bills are submitted that amend definition SB 343 is one of them. The home builders have issue with some of language being driven by the fire code. Home builders submitted own definition that would allow USBC to oversee fireworks storage in existing buildings. Fire service will not support, as USBC covers new construction only and the fire code covers maintenance, operations, and storage of hazardous materials. Provisions are hazardous materials storage concerns that should be in the fire code.

Meeting adjourned at 1100 hours.

VFPA Budget for 2014

To the best of my knowledge the projected income for 2014 is \$27,700.00. Break down of 4200.00 membership dues, 3000.00 Roanoke conferences and 20,500.00 Virginia Beach conferences.

Line Items

1) Red Book	400.00
2) Merchandise	1100.00
3) Accounting	3000.00
4) Annual Dues Region 7	100.00
5) Travel (region 7,NFPA,ICC hearings)	5000.00
6) Rodes Consulting	2000.00
7) Web Site Maintenance	600.00
8) Charge card Fees	1300.00
9) Banking fee	2000.00
10) Scholarship	2000.00
11) Cvent	3700.00
12) Training Committee	3000.00
13) Office Supplies	500.00
14) Presidents Discretionary Fund	1000.00
15) Events Funding	2000.00
TOTAL	\$27,700.00

Unofficial Budget

**VFPA Treasurer's
Report**

1/2/2014

December 1, 2013 through December 31, 2013

Starting Balance in BB&T Checking **\$18,153.31**

Income

No income for month

TOTAL **0**

Disbursements

12/2/2013		MERCH FEES CAPITAL ONE MRCH VFPA ACH CORP DEBIT	(\$13.00)
12/2/2013		MTOT DISC BANKCARD VIRGINIA FIRE PREVENTI ACH CORP DEBIT	(\$24.90)
12/3/2013		2083568361 EZ-NETTOOLS VFPA ACH CORP DEBIT	(\$51.95)
12/4/2013	1685	Check 1685- Moran and Company	(\$124.00)
12/4/2013	1686	Check 1686- David Bailey and Associates	(\$400.00)
12/20/2013		BB&T on line banking fee	(\$9.95)

TOTAL **(\$623.80)**

Outstanding Checks

12/6/2013	1687	Check 1687- ICC Region 7	(\$100.00)
12/27/2013	1688	Check 1688- Cvent	(\$918.00)

TOTAL **(\$1,018.00)**

Bank Statement balance 1/1/14 **\$17,529.51**

Outstanding checks **(\$1,018.00)**

Checkbook balance should be **\$16,511.51**

Check book balances with bank.

Fulton Bank CD \$28,625.85

Draws 0.5% interest and matures on 12/6/15

Submitted by,
Ernie Little
Treasurer