

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Highland Station – 317 South Lookout Mountain Road
October 14, 2013, 4pm**

CALL TO ORDER 4:06

BOARD MEMBERS PRESENT: Jim Espy presiding, Ed Daniels, Steve Carpenter, and Wendy Henke

OTHERS PRESENT: Christina Shea, Barbara DeBoer, and Alan Feldman.

ANNOUNCEMENTS: None

MINUTES OF PREVIOUS MEETING were approved as written.

Billing Report- Written report by Jill Ridenhour, presented by Christina Shea. We were slightly down in September for the number of calls and transports. We are running at average numbers for the year. We are 75% through the year and at 78% of our fee revenue budgeted, so we are slightly above budget for year to date.

FINANCIAL REPORT written report given by Christina Shea

The Board is concerned with the workman's comp charges. They are quite above target and we are not sure why. The Board requested that we call Pinnacle and look into it so we can have more accurate numbers for 2014.

Total expenses are slightly below target. Net change in fund balance of \$135K/ change in net assets or "Net Income" of 187K. Cash balance of month end is \$451K (LOSAP \$122)
It was decided that we would do our 2013 Budget Amendment next month at our 2014 budget meeting. We need to publish a notice in the paper.

CHIEF'S REPORT- see written report by Chief Jones and presented by Barbara DeBoer
CREATE grant proposals have been completed for EMSAC. Highlander was written and sent out to the District. \$4450 in donations have come in so far. October 5th open house was a success. Approximately 50 guests and 20 members attended.

OLD BUSINESS: None

NEW BUSINESS:

2014 Budget

Christina Shea- Our tax bases has slightly decreased which will result in approximately a \$2000 reduction.

The current 2014 budget does not allow for setting aside money if we are awarded matching grants. Both Christina and Chief Jones feel it is best not to include grant income or expenses.

Barbara DeBoer explained that Robb Gair had discussed several changes to the budget with Chief Jones. As a result, Chief Jones was planning on reducing "other income" to \$1000, and putting \$5000 in election expense. She also will ask the Foundation to make a distribution in 2014 of \$15,000, of which \$5,000 would go to training.

The Board agrees we need to put something under election expense. They are comfortable with \$5000.

Ed Daniels – I think we should put on next month's agenda recruitment of Board members.

Wendy Henke- In the past we have recruited from the Foundation, is that a possibility.

Barb DeBoer- The Foundation is also trying to recruit members so we cannot really take from there.

Going through the budget Ed Daniels asked about LOSAP. How did we come up with the amounts to give the members?

Christina Shea- They wanted the amount to be significant enough to matter, but not enough to hurt the budget.

Ed Daniels- The implications of this budget is the LOSAP amount is appropriate. The fund balance we are keeping is appropriate. It's a little bit of a status quo budget.

Christina She- The fee revenue is budgeted at \$345,000. This is a hard number to project.

Ed Daniels– A message to the Foundation is that they are our back up. Having the Foundation there is really important. Do we need to take any action tonight?

Christina- No, Chief Jones just wanted the Board to have a chance to see the budget and discuss it before the Public Hearing in November.

ADJOURN 4:55

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