



Bolinas Fire Protection District

100 Mesa Road / P.O. Box 126

Bolinas, CA 94924-0126

Phone: (415) 868-1566 | Fax: (415) 868-2009

www.bolinasfire.org

October 23, 2006

The regular meeting of the Bolinas Fire Protection District was called to order at 7:35 PM by Pres. Sands. Vice President Binley, Directors Aitken, Phillips and Reid were present. Chief Anita Tyrrell-Brown, District Secretary Deborah White, BCFC Capital Campaign Director Kim Bender, Phil Buchanan and Bill Lyons were also present.

PUBLIC EXPRESSION

N/A

COMMITTEE REPORTS

Firehouse and Clinic Update

Project News

- 1) Firehouse framing is in progress. Roofing beginning, underground almost finished, cement work beginning in next two weeks, windows arrived and going in soon.
- 2) Mike Aitken continues to be the superstar volunteer, moving earth whenever he can help.
- 3) Submittals: Building & Grounds committee worked on finish schedule, cabinetry, plumbing fixtures, this week starting on interior colors, items that require color scheme. Subgroup working on exterior hardscape, especially around clinic entry area. This process has smoothed out.
- 4) Contingency spending is tracking at the expected rate of 10% of budget. Net spent (including credits) as of 9/30/06 was \$221,207. Still have approximately \$300,000 left in contingency budget.

Campaign News

- 1) "Completion Campaign" plans are moving forward.
- 2) Business prospectus out to a few key donors for feedback.
- 3) We are working on a few people for big "naming" gifts that could result in "this firehouse made possible by XXXX". Agreement was reached that the plaque could be up to 20" x 20" recognizing a donor who has given \$250,000 to name the building.
- 4) New fundraising thermometer: should go up any day. StuArt has one touch up, and we will put it up in front of the firehouse trailer or a more visible location. It will show that we need to raise \$927,000 from individuals. The rest must come from other sources (grants).
- 5) Cash gifts received since January 1st 2006: \$204,984, plus \$9,450 in new pledges. This is from over 300 individuals and families, many new and many repeat donors. Remaining goal for individuals and families remains \$927,000, including major gifts (\$25,000 and more), special gifts (\$2,500 to \$24,999) and Community Gifts (\$5 to \$2,499). Please see the business prospectus for the breakout of other gifts.

- 6) Reminder: Firefighters Ball is Saturday November 4th, less than two weeks away. This will be a big fundraiser for the Chief's Office. Please plan to come! Please sell your 10 tickets!
- 7) Marin Community Foundation: meeting with Lourdes Martinez next month to show progress. Plans are developing for when to ask for another grant and for how much.
- 8) Grants still pending: FEMA (\$100,000); Fireman's Fund (\$21,000); Jenifer Altman (\$5,000); Foster Foundation (\$150,000); PG&E (\$3,000); San Francisco Foundation (\$20,000).
- 9) The campaign team continues to meet weekly to advance strategies to raise the final amount.
 - o The weekly ad campaign began in the Point Reyes Light featuring photos by Art Rogers (donated time) of local people who support the project going well. Lots of positive feedback.
 - o Beginning to work on donor acknowledgements:
 - Donor tile curb: details being finalized, donor to give some money towards tile costs.
 - Looking at donor wall options for inside firehouse.
 - Teak benches identified, places to put 10 (sold) on site identified.
 - o Preparing West Marin and separate Bolinas solicitation to go out in late November/early December.

Building and Grounds

See Project News #3 above

CONSENT CALENDAR

MSC, Sands/Binley (unan) to approve of the Consent Calendar including the Warrant List, Correspondence, the Financial Report, the Minutes from September 25, 2006, and a fund transfer of \$20,000 from the Investment Account to the Operating Account. The Board agreed to move correspondence from the consent calendar section of the agenda to the Chief's report section.

CHIEF'S REPORT

NERA

Chief Kenny Stevens will be the representative on the newly formed operations committee.

No update on Stewart Point.

Marty Nichols tendered his resignation, see correspondence

Prevention

School fire safety program went very well. Chief Brown would like to purchase a new educational video for the 5th through 8th graders to replace current outdated video. \$350.00 cost is within BFPD prevention budget.

Training

The National Park Service has invited us to participate in a 40 acre training burn at Limantour. FF Lara Hattar will be attending.

Apparatus

Dir. Aitken seems to have solved the starting issue for 219. Instrument cluster malfunction still needs to be identified and repaired.

Capt. Phillips is in the process of purchasing U232

Volunteers

The volunteers had a team consisting of Capt. Pete Smith, Chief Brown and Asst. Chief Marcotte participating in a triathlon to raise funds for the Bolinas and Stinson fire house projects. At the last minute Asst. Chief Marcotte and Chief Brown could not participate but Jennifer Blackman and Ward Young stood (ran and biked) in for us. BFPD team was fourth overall. Out of money BFPD team raised, \$200.00 went to Stinson Beach FD.

Disaster Council

A very successful and well attended BBQ took place on Oct. 21 to update Neighborhood Liaisons and Area Coordinators. Thanks to David and Bobbi Kimball for all their hard work.

This Fri., Oct. 27 we are holding a school wide disaster drill simulating a Tsunami evacuation. Children will be released from Mesa Park.

General Operations / Administration

The Toxic Away Day was very successful despite the company getting lost on the way to Bolinas. Chief Brown is waiting to hear how much material was dropped off but almost everyone made their appointment with no complications. It took a great deal of household hazardous material out of Bolinas. I will be sending a thank you letter to Brad Marks at San Rafael Fire Dept. and the hazardous material removal company.

No word on FY 05/06 audit yet.

County of Marin still has not provided any MARS reports for FY06-07 to date.

GENERAL BUSINESS

The November meeting will include swearing in of new board members, election of officers, committee appointments and calendaring of 2007 board meetings.

Dir. Binley and Secretary White will meet with Marin County staff to learn more about how tax revenue for Bolinas is calculated.

BOARD MEMBER REPORT

N/A

PERSONNEL MATTERS

N/A

GOOD OF THE ORDER

Thank you again to Mike Aitken for all his time and efforts on behalf of the BFPD.

ADJOURNMENT

MSC, Phillips/Binley (unan) to adjourn the meeting at 8:37 PM.

Respectfully submitted,

Deborah White
District Secretary