

# Clay Springs - Pinedale Volunteer Fire District

P.O. Box 1267 Pinedale, Arizona 85934

**Minutes of the Governing Board Meeting**

October 25, 2022, 4:00 pm Pinedale Station

- 1.) **Call to Order:** 4:00 pm (Call out return)
- 2.) **Pledge of Allegiance/ Invocation:** By All, Invocation by Chief Robert Garvin
- 3.) **Roll Call:** Present were Chief Robert Garvin, Robert Quackenbush, Sue Hileman, Joe Holyoak, Jason Spear, Barry Bunzell, Russ Turner, Michael Sorey,.
- 4.) **Call to the Public:** The Public may address the Board concerning matters not on the agenda. They will have 3 minutes. The Board will take no action on these items, and may only refer the matter to staff for further review or place the matter on a future agenda. Items on the regular agenda should not be discussed during the call to the public.

**Public: Dustin Richards from BDR Richards CPA's, PLC (Auditor 21-22)**

- 5.) **Approval of Minutes:** Motion to approve September 27, 2022 minutes. Approved by Jason Spear, Second by Barry Bunzell. Passed 5-0.
- 6.) **Monthly Financial Report:** A motion to approve the financial report for August 2022, Approved by Barry Bunzell, Second by Sue Hileman. Passed 5-0.
- 7.) **New Business:**
  - A) (AD )Dustin Richards went over the 2021-2022 audit with the board and verified controls in place with the board. Approved by Jason Spear, Second by Sue Hileman. Passed 5-0.
  - B) (AD ) Crime Coverage discussed with the board and costs for different levels of insurance. Hancock and Leavitt will be coming in next month to solidify. Approved by Jason Spear, Second by Sue Hileman. Passed 5-0.
  - C) (AD) Winter conference is January 11-13, 2023. Joe Holyoak, Barry Bunzell, Michael Sorey and Russ Turner will be going.

8.) **Old Business:**

A) (AID) Board SOP's - Tabled

9.) **Chief Report:** See attached report. Motion to accept the report by Barry Bunzell, seconded by Jason Spear  
Passed 5-0.

10.) **Board reports, Chairman, Secretary, Treasurer: None**

11.) **Summary of News, Correspondence, and current events:**

Halloween Carnival set for October 31,2022.

Christmas Party is set for December 3, 2022.

12.)-**Time and Date of Next Regular Scheduled Meeting:** Next meeting will be December 15, 2022 at 4:00pm

13.) **Adjournment:** Motion to adjourn by Sue Hileman , seconded by Joe Holyoak. Passed 5-0. Closed 4:55  
PM.

**Minutes by: Michael Sorey**

**Approved by :**

A handwritten signature in black ink, appearing to read "Sue Hileman", is written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.