

Lake Grove Fire District #57  
PO Box 2163  
Lake Oswego, OR 97035  
  
www.lgfd57.com



*Directors*  
Bretley Hanson  
Jon Harrell  
Allen Patterson  
Sherry Patterson  
Grant Howell

## November 18, 2020 Lake Grove Fire District Monthly General Board Meeting Minutes

Board President Bret Hanson called the General Board meeting to order at 5:30 pm via Zoom.

### **In Attendance:**

Bretley Hanson, Jon Harrell, Sherry Patterson, Allen Patterson, Grant Howell,

### **Business:**

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Board meeting on October 14, 2020.
  - a. Allen moved to approve the minutes; Grant seconded the motion. **Motion passed unanimously.**
3. Fire Chief's Report
  - a. The Chief wasn't able to join the Board tonight but sent Michelle an email with updates.
    - i. The current fire academy has concluded. The groups of 6 (1 female and 5 males) are now in a probationary phase, which lasts for a year. The Chief reported they are all doing well.
    - ii. Our local COVID-19 numbers are low, however hospitals are filling up. Thankfully just a small number of these patients are on ventilators.
    - iii. All Lake Oswego Fire Department employees, including the on-shift firefighters, are required to wear masks at all times.
4. The Board reviewed their goals for 2020-2021.
  - a. A discussion of replacing the office computer and printer/ scanner, providing chromebooks for the directors and purchasing a videoconferencing system for the conference room was had. Michelle reminded the Board that the office lease expires on October 31, 2021 and the Board might want to renew the lease prior to installing the video conferencing equipment.
  - b. Jon and Allen will work with US Bank to add Grant as a check signer. They have started the process, which entails a lot more bank paperwork than in the past.
  - c. Allen stated that the Riverdale Fire District holds one year's of expenses in their reserve account. Michelle will reach out to Russ Ries and ask what would be a reasonable reserve amount.
  - d. As part of our community outreach goal, Michelle will reach out to the City of Rivergrove and invite the Mayor or one of their City Council members to an upcoming board meeting.
5. Bret, Veronica and the girls are going to be spending the rest of the school year in the Dominican Republic. They will retain their home in the District and Bret intends to remain on the Board and participate in our monthly Zoom meetings. The Board asked Michelle to contact SDAO and see if this would be a problem. The Dominican Republic observes Atlantic Standard Time.

6. Financial Report

- a. The Board reviewed the monthly financial report.
  - i. Jon moved to pay the bills as presented; Grant seconded the motion. **Motion passed unanimously.**
- b. Both bank reconciliations were completed for October 31, 2020. Allen reviewed and approved these bank reconciliations.

7. Safety Update

- a. Bret asked the Board members present if they were aware of any other safety issues and the response was no. Jon will handle the servicing of the fire extinguisher for the District office.

The Board meeting adjourned at 6:30 pm.