

**BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS**  
**Board of Directors Meeting**  
**December 12, 2017**  
**1300**

**Attending:** President Bruce Mygatt, Secretary Scott Snyder, Rick Dirr, Fritz Koch and Sarah Normandin.

**1. MINUTES OF THE NOVEMBER 28<sup>TH</sup> BOARD MEETING:** The minutes were approved as submitted.

**3. TREASURER'S REPORT**

- Approved the November financial statement
  - Total: \$99,323.11
    - Yearly Operating Budget: \$30,808.41
    - Checking Balance: \$68,514.70
- Proposed 2018 budget: A motion was made to approve the 2018 budget exactly as proposed. It was seconded and passed.
- Timberline intends to become a user member in 2018.
- We identified a place holder on completing the foam dispersal system and installing the propane tank meter in 2018. Need to research and see who would pay.
- Purchasing a card reader gate for the west gate should be considered.
- Chief Snyder will find a CPA to submit the 2016 & 2017 taxes
- Note on the 2018 invoices if a department has not attended a 2017/2018 orientation class, it is required to be a user member in 2018.

**4. BOULDER FACILITY REPORT**

- **Chief Mygatt** Update on a gift for Marci at the January meeting.
- **Capt. Koch**
  - Updated website
    - Announcement section is new
    - The Contact Us button will email appropriate parties.
    - Differentiate Boulder and Longmont facilities, burn trailers.
    - Can add QR codes if wanted.
  - Orientation Sessions
    - Lots of questions arose from each orientation, and they are being addressed. A working list of these items will be added to the website.
    - Items purchased by BCFFA will be labeled as such, and insured by them.
    - Use the "Contact Us" if items should be added, removed or revised on the website.
    - Great job to Chief Ginsberg and Captain Koch on the orientation classes to date.

**5. LONGMONT FACILITY REPORT**

- Nothing to report.

## **6. LIVE BURN TRAILERS**

- The gray trailer is at Lafayette.
- The green trailer is at Boulder Training Center.
- The gray trailer should be given a good once over before winter when it is returned.
- Keeter Trucking will conduct an annual DOT inspection before it is returned to the BFTC.

## **7. OTHER BUSINESS TO DISCUSS**

- 2018 meetings will take place on the forth Tuesday at 0900 until further notice
- In January, appoint new officers and member at large. Chief Mygatt would like the board to consider Captain Koch as a new member at large in 2018.

## **8. NEW BUSINESS**

- Captain Koch received a comment on the website asking if we trained with certain types of foam. Chief Ginsberg is working on a reply from the City side of things.
- Chief Mygatt thanked everyone for allowing him to serve the board and as this is his last meeting.
- A motion was made to allow food in the classrooms with approval from the City of Boulder. It was seconded and passed. With the City's approval we should remove the "No food" signs and provide vacuums for user members to use in cleaning up the rooms.

## **8. BOARD INFORMATION**

Next board meeting is scheduled at the BCRFTC on January 22 at 0900.

## **9. ADJOURNMENT:** The meeting was adjourned at 1406.