

**BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS**  
**Board of Directors Meeting**  
**Tuesday, March 27, 2018**  
**0900-0950**

**ATTENDING:** President Michael Calderazzo, VP Fritz Koch, Treasurer Scott Snyder, Lance Enholm, Jared Ginsberg, Holger Durre, and Michelle Patrick

**Special guests:** Marci Linton, Dave Booton

**1. SPECIAL BUSINESS**

- Presentation of Appreciation to former Board Treasurer, Marci Linton

**2. MINUTES OF THE FEBRUARY 27, 2018, BOARD MEETING:** The minutes were approved as submitted.

**2. TREASURER'S REPORT**

- Approved the February financial statement
  - Total: \$100,740.82
    - Yearly Operating: \$32,223.61
    - Checking Balance: \$68,517.21
- Updated on transferring assets to the City of Boulder – *Still in progress*
  - **ACTION NEEDED:** BC Ginsberg to provide Chief Calderazzo a list of property to be transferred. He will work with Accountant to see what the board is depreciating.
- Updated on BCRFTC Board bank account's additional signers and discuss how to streamline checking signing process – *Chief Calderazzo still needs to be processed.*
- Updated on tax filing status – *2016 has been submitted. 2017 in progress.*
- Discussed Capt. Koch's proposal to set aside reserve funds for maintenance in Board budget
  - Chief Calderazzo motioned to set aside 25% of the annual approved budget for maintenance reserves. Seconded by Cmdr. Enholm. Approved unanimously.

**3. BOULDER FACILITY REPORT**

- Chief Calderazzo
  - Updated board on COB PW's request for notification before high water use training. - *Still in progress. Awaiting PW's response on notification preference.*
- Chief Ginsberg
  - Propane props are in operation.
    - Will be painting a line around the containment area to delineate a safety area.
    - Amerigas came back at over \$16k for them to install a metering system – *Keep on agenda for next month.*
    - **ACTION NEEDED:** Capt. Koch to update board website.
  - Engineering report on burn building – the building is working as designed. Recommendation to address the Burn Room 3 before the next burn due to weather fluctuations on structure.
    - **ACTION NEEDED:** BC Ginsberg and Capt. Koch will work on notifying member agencies, and repairs will begin in the summer of 2018.

#### 4. LONGMONT FACILITY REPORT

- N/A

#### 5. LIVE BURN TRAILERS

- The gray trailer is at Lafayette.
- The green trailer is at Boulder Training Center.
  - **ACTION NEEDED:** Need to move the reservation process for live burn trailers to COB.

#### 6. OTHER BUSINESS TO DISCUSS

- **ACTION NEEDED:** Capt. Koch will work on moving Calcium admin access to M. Patrick and himself.

#### **Remaining 2018 Meeting Dates:**

April 24, May 22, June 26, July 24, August 28, September 25, November 27, and December 18