

Downers Grove Foreign Fire Insurance Fund

Meeting held on September 3rd 2009 at 9am at Downers Grove Fire Department Station 2.

Members Present: Lt Difatta, Lt Pajak, FF/PM S. Markowski

Guests Present: Interim Chief Jackson, Judy Butney

Called to order at 09:10:49am by Lt Difatta

Minutes handed out from the June 3rd meeting. Chief Jackson asked questions regarding house bill 5587 and how the 2% checks will come to the fund, questions were answered by the board. Motion made to accept minutes as written by Lt Difatta, seconded by Lt Pajak. Motion passed.

Treasurer's Report:

Checking: \$83,278.62

Widow's Fund: \$44,437.21

\$25,000 was moved from Widow's Fund and placed into a CD earning 2%, term of CD is 20 months.

Current expenditures handed out, no issues noted.

FF/PM S. Markowski motioned to accept treasurer's report, seconded by Lt Difatta.

Motion passed.

Old Business:

- A. St 3 and 5's ellipticals- \$9,290 total in cost. Both machines are in use.
- B. BiLaws update: Marsha and Werner are the only people to express interest in the committee. Difatta will contact them to develop a game plan, the committee will be working with Legal and FD Admin. Issue of note is the problem of having a rep physically present/assigned to a station in order to rep it, ie. Difatta being the St. 1 rep while not assigned.
- C. Widow's Fund update: See Treasurer's Report. By the end of the year the fund is expected to be capped out at the maximum \$50,000. Judy explained the Village is checking out new banks as required by ordinance. This has to be completed every 3-5 years. The 2% fund will switch their bank if the Village changes, this will streamline all purchases made by the fund as well as allow the fund to tap Village resources for things like audits, financial oversight, etc.
- D. Heart Scans: Due to time constraints nothing will change this year. However, guidelines will be placed into effect. The first 20 people who submit to Mowery or their station rep will be permitted to go with priority being given to people that have not gotten a scan yet.
- E. Budget: Lt Pajak handed out the proposed budget. He stated that the only change that he sees needed at this point is to the Widow's Fund contribution, line 5999. That will be reduced from \$5,000 to \$1,000. The \$4,000 left over will be moved

to the contingency fund. S. Markowski suggested that the money left be moved to the Book and Tuition line. Discussion followed with the ultimate decision made to move the funds into the Book and Tuition fund.

Judy informed the board that the Village is looking into getting training funds back into the budget but that it is still in work and nothing is final.

Lt Difatta motioned to approve the FY2010 budget as amended, seconded by S Markowski. Motion passed 3-0.

New Business:

Station Requests

- 1) None
- 2) Collins put in to get the surround system installed, a \$500 quote from Geek Squad. **Request passed providing he works out the details with DC Tutko.**
- 3) None
- 5) Put in for 2 GPS units- \$300 per unit max to be used for E5 and M5, will be out of station funds, needs Jackson's approval. **Passed pending 701's approval.**

2 fitness utility benches for workout room, \$860 total out of the station fund. This will be for a bench press and incline/decline bench. **Passed.**

Admin- Marsha submitted for \$150 for plaques for the Silent Parade. Money will be used ONLY if participating towns help with the costs, \$150 per department. **Approved out of line 5308, needs 701's approval.**

Station 3 is requesting a new treadmill. This item is "owed" out of the old Joint Purchasing Agreement (JPA) that was canceled by the administration. The treadmill will be identical to the new treadmill at St. 2 and cost was approx \$5,300. **Approved.**

The \$5,300 will be used from the \$10,000 froze for cell phone reimbursements. This line was set aside for this exact reason. This will fulfill the original 2 treadmill purchase/replacement that was approved under the JPA in 2008. The remaining balance of the \$10,000 will be moved to the contingency fund for future needs. Since the cell phone reimbursement was set aside to provide each member of the department with \$150, there will be no checks handed out to the membership as the funds will not be available.

The reimbursement IS in the budget for FY 2010 and there are no plans to touch the funds at this time. The board recommends that the members submit for their checks early in the year for 2010.

Good of the Fund:

The board would like to thank Judy Butney for attending the meeting and giving her input on the Village's views.

October meeting tentatively set for October 20th at fire station 2 at 9am.

Motion made to adjourn by S. Markowski, seconded by Pajak. Meeting adjourned at 11:05am.

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As amended at the April 21st, 2009 Meeting.

Meeting held March 15, 2009 at DGFDF St. 2 at 08:00am

Members Present: Lt. Difatta, FF/PM S. Markowski, Lt. Pajak

Guests Present: BC Friedrich, FF/PM Mowery, FF/PM Slager, FF/PM Magee, FF Cipra,
FF Hardin

Meeting called to order at 08:13am.

Minutes from November 31, 2008 meeting read. Motion by Pajak to approve with no corrections, seconded by Difatta. **Motion passed.**

Treasurer's Report

*Report on expenditures from 2008 was handed out.

*Current Checking Balance \$104,687.78

Widow's Fund Balance \$44,391.30

*2009 Budget is currently being operated off of.

*Pajak brought up the potential moving of the widow's fund into a higher yield account. He stated that he had not looked into it yet but that he would shortly. Account it is kept in right now is earning less than 1% interest.

*Difatta handed out the Village's new purchasing guidelines.

* Hireback refund for the administrative assistants: Chief Ruscetti asked Lt. Difatta that it be left as is.

* Motion made by Difatta to accept the report as is, seconded by S. Markowski. **Motion Passed.**

Old Business

*Bi-Laws- Difatta received approval from Chief Ruscetti to go over updating the by-laws with Village Legal.

*St. 1's issue of present representative has been resolved. Village ordinance 4181 states that rep elected will maintain term regardless of station transfers. AS such, Difatta will remain the St. 1 rep until the end of his term.

*Copies of the current R/R and Ordinance 4181 given to S. Markowski to keep in fund binder.

*Thank you to St. 1 and Lt. Dan Gilbert for locating the binder that held the information mentioned above.

*Issue of St. 3 treadmill, originally agreed to purchase through Joint Purchasing Agreement from 2008. Admin stated that there was no money for their half due to the cancellation of the JPA. Pajak stated that the 2% fund had purchased the treadmill for St. 2 last year and that \$5200 would be made available this year by admin for St. 3 equipment. No funds were handed out by 2% as a result and the treadmill to St. 3 was

never delivered. DC Tutko asked that the fund try and present for the treadmill closer to the 4th quarter and he would see if funds were available.

*St. 5 Smith Rack is purchased and in service.

New Business

*Difatta brought up the possibility of freezing line item 5391 (hireback number reimbursement) and move the money into line number 5630 (contingency fund). This would be to cover the possibility of money shortfalls created by the cancellation of the JPA by the administration. Above presented as a motion by Difatta, seconded by S. Markowski. Discussion followed. Motion was amended to include that if the money was untouched by October 2009 it would be moved back into the line 5391 and made available to the department members. **Motion passed.**

*Difatta brought up the Community Impact Project Grant that was presented to him by Chief Ruscetti. Total requested by the admin was \$20,000. Difatta called all board members at home to informally poll how they thought they would vote for this item. All members told Difatta that they were not in agreement with paying that amount of money from the fund. No meeting was scheduled. Difatta talked to Chief Ruscetti and the chief was told that the board would not pass a motion to approve \$20,000. No meeting could be called on short notice because there was a discrepancy with the make up of the board as Brainard's term had expired and at the time there were no copies of the Bi-Laws to be found to guide the board through the situation or if a meeting could even legally be held.

Requests

*BC Friedrich submitted a request for \$400 to cover the cost of lodging meals and transportation to attend FDIC. BC Friedrich had paid for his registration himself. He stated he was directed by BC Hardy to request the above money from 2% since he had none in his budget. Motion was made by Difatta to approve, seconded by S. Markowski. Discussion followed regarding past precedence for approving funds for conferences.

Motion Passed pending fire chief approval.

*At 0918 B. Mowery left the meeting due to previous commitments.

*B. Mowery will be inducted into the board at the April meeting as a voting member and St. 3 rep.

* St 5 submitted for a new tv, \$1799 out of line 5281. **Approved**

* St 5 submitted for surround sound system and cables from their station fund, \$1190.

Approved.

*Lt Frank submitted for \$400 to have the State Fire Marshal's Office come to administer the TRA Certification test. This is due to lack of funds at admin to pay for the test to be administered. Funds will come from line 5303. **Approved**

*Collins submitted a request for \$4,000 for coffee purchases. **Denied 3-0.** Collins will be told to resubmit an itemized request of his motion including the cost of coffee, creamer, sugar, hot chocolate, filters, etc. to see if there is a way to cut costs.

* St 1 submitted for \$600 from their station funds for a new tool box. **Approved pending chief approval.**

*St. 2 submitted for a grinder and accessories out of St. 2 fund, \$250. **Approved.**
St. 2 submitted for \$500 for a home theater system to be installed by Best Buy.

Approved.

*St. 3 submitted for \$325 to be used for a Bose iPod docking station. **Approved**

*Pajak submitted for 2 ellipticals at the cost of \$5,174 per unit. A total of 4 are desired, 2 this year and 2 next year. The model has the approval of the Fitness Committee. Cost is \$11000 for 2 machines, one for St. 3, one for St. 5. **Passed pending chief approval.**

Motion made by Difatta to adjourn meeting, seconded by S. Markowski. Motion passed, meeting adjourned at 09:45am.