



## FLORISSANT FIRE PROTECTION DISTRICT

### Board of Directors Special Meeting

2606 US-24, Florissant, CO 80816

Oct 31, 2022

### MINUTES OF THE SPECIAL MEETING

1. **Call to Order** 1805 hours
2. **Pledge of Allegiance**
3. **Roll Call**

*Board Members:*

President, Starla Thompson  
Vice President, Justin Snare  
Treasurer, Vicky Collings  
Secretary, Amanda Sutton  
Second Secretary, Shane Pratt  
*Board members absent : n/a*

*Others in Attendance:*

Chief Erik Holt

4. **Executive Session** §24-6-402(4)(e), C.R.S) Negotiations at 1807 hours
5. **Return to Special Meeting** at 2015 hours
6. **Any Actions from Executive Session**

**MOTION:** Board President motion to accept employment agreement in whole except for changing terminology on PTO and line item 10 and 11 to be approved in advance by the board

Vice President Justin – Second, Vicky-N, Shane-N, Amanda-Y, Starla-Y, Justin-Y, Vote Passes

- i. Starla noted once approved contract will become public record
- ii. Terminology needs to be changed and sent to legal

7. **Bylaw Committee Clarification**

- Discussion led by Board Secretary
  - Last meeting discussed bylaws committee but did not vote on next steps; Paul del Toro did share interest in being a public representative on the committee

- Do need some way of public input, need to define what type of input, what type of qualifications may be desired/needed from a public member to contribute
  - Board Secretary stated it may be exclusionary to only include one public member on the bylaws committee, may not be equitable and need to consider legal ramifications of only including one public member directly on the committee and excluding other public input
  - Treasurer posed the question of including other board members on the committee
    - Clarification that a bylaws committee may use a special meeting/work sessions even IF a quorum to make it easier to conduct bylaws committee work more easily; confirmation across board that no decision can be made at these sessions
  - Second Secretary offered to recuse himself from the bylaws committee to make it easier for the committee to conduct business without a quorum
  - Board Secretary Provided a definition of bylaws for the public: District bylaws defining how we operate or more specific outside of what is defined outside of statute; used an example of Board Positions beyond what is defined in the SDA, example of where to conduct board meetings (time, place, etc).
  - Board Secretary: Bylaws committee pervue is District Bylaws and will not be addressing the FFR and Fire Corps articles governing operating the Fire Membership at this time
  - Second Secretary referenced his statute research that states the board does not need to suspend bylaws
    - Board President clarified legal recommended suspending bylaws
  - Board Secretary shared she went through an exercise to compare the District Bylaws to the Special District Association (SDA) Board Member Manual; shared the District Bylaws document noting anything highlighted in blue is a direct statement from the SDA (if to remove, board would just refer directly to the SDA); anything in pink is additional details or not referenced in the SDA
    - Wanted to run through this exercise to ensure the public, primarily for those concerned with suspending or amending the bylaws
    - Majority of the current bylaws are consistent or direct references from the state statute as referenced in the SDA Board Member Manual
  - Treasurer suggested to put a copy of the bylaws on the website to allow public to provide input
  - Board Secretary indicated as a starting point the board should choose the bylaws committee and the committee will decide how to gather and gain public input
- MOTION:** Board President motion to make a [bylaws] committee and appoint Amanda Sutton as the chair, to review and potentially amend the bylaws for the district, Shane second, all in favor-unanimous, Vote Passes
- Committee composition: Vicky will not be on the committee and will focus on the budget, Shane will no tbe on the committee and will support as requested and needed
- MOTION:** Board Secretary motion to nominate Starla for bylaws committee along with Amanda Sutton
- Shane-second, all in favor-unanimous, Vote Passes

8. Motion to Adjourn -Shane, Vicky second, all in favor-unanimous, Vote Passes

9. Meeting adjourned at 2033 hours

## **APPROVAL**

On this day, November 30, 2022, we attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Florissant Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

President, Starla Thompson

Vice President, Justin Snare

Treasurer, Vicky Collings

Secretary, Amanda Sutton

Second Secretary, Shane Pratt