

WILSON COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MINUTES OF REGULAR MEETING

Minutes #	Date	Start Time – Adjourn Time	Location
<u>RM11-04</u>	APRIL 14, 2011	1800 hrs -1910	OAK HILLS COMMUNITY CHURCH, 90 EAGLE CREEK RANCH BLVD, FLORESVILLE, TX 78114-9275

MEETING CALLED BY	THE BOARD OF COMMISSIONERS, WILSON COUNTY ESD #2				
TYPE OF MEETING	Regular Meeting				
	Board of Commissioners	Present	Absent	Participants	Subject Matter
PRESIDENT	Mr. Keith W. Wildes	x		N/A	
VICE PRESIDENT	Ms. Sarah Gella	x			
SECRETARY	Mr. Greg Burkett	x			
TREASURER	Mr. William Kenney	x			
ASST TREASURER	Mr. Robert Gadd	x			

Agenda Topics

1. CALL TO ORDER AND ESTABLISH QUORUM

MR. KEITH WILDES

DISCUSSION	Comm. Wildes called meeting to order – Comm. Called for brief recess to secure some materials for the meeting that Comm. Burkett and Comm. Gella secured from the cars – Meeting called back to order 1805 hrs.
CONCLUSIONS	

2. READING AND APPROVAL OF PREVIOUS MINUTES

MR KEITH WILDES

DISCUSSION	Comm. Kenney made motion to approve minutes from April 7 th meeting - Comm. Gella 2 nd motion -	
CONCLUSIONS	5-0 vote to approve minutes	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

WILSON COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MINUTES OF REGULAR MEETING

3. PUBLIC COMMENTS

MR. KEITH WILDES

DISCUSSION	Discussions are limited to <3 mins. per speaker
CONCLUSIONS	No one present to speak

4. UPDATE & DISCUSSION WITH INITIAL MEETING WITH
WCESD-2 ATTORNEY

MR. KEITH WILDES

DISCUSSION	Discussion related to insurance and his review of proposed insurance policy – Discussion as to issues related to possible service provider – attorney wanted to noted best to try our best to keep him out of the daily issues and stressed need to continue to following the policy manual for ESD districts – Discussion related to possibility of setting up a separate 5013C corporation – along with utilizing a work shop format for some future meetings	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

5. DISCUSSION AND POSSIBLE ACTION FOR FINALIZING
THE REQUIRMENTS BANKING PROCEDURES

MR. WILLIAM KINNEY

DISCUSSION	All commissioners signed signature cards for bank.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
All commissioners to go by First National Bank and provide two different forms of identification	All commissioners	ASAP

6. DISCUSSION AND POSSIBLE ACTION FOR THE APPROVAL
OF A PRELIMINARY FY12 BUDGET

MR. WILLIAM KENNEY

DISCUSSION	Budget was presented to commissioner and reviewed – this budget was primary needed for the bank to secure financing – all the numbers and budget estimates thoroughly reviewed with some minor changes to each GL account

WILSON COUNTY EMERGENCY SERVICES DISTRICT NO. 2 MINUTES OF REGULAR MEETING

CONCLUSIONS Comm. Gella motioned for budget to be approved with changes noted – Comm. Gadd – 2 nd motion		
5-0 vote in favor		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Comm. Kenney to update budget to match discussed changes	Comm. Kenney	4-15-2011

7. REVIEW DRAFT, DISCUSSION AND POSSIBLE ACTION FOR ORGANIZATION MISSION, VALUES & GOALS MR. KEITH WILDES

DISCUSSION Comm. Wildes presented a preliminary mission statement – no further action taken related to this agenda item		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

8. REVIEW, DISCUSSION AND POSSIBLE ACTION ON OPEN ACTION ITEMS AND ISSUES MR. KEITH WILDES

DISCUSSION Only item discussed related to securing quotes from CPA firms to provide WCESD#2 with accounting and auditing services - Comm. Burkett noted that he contacted Beyer & Assoc. and needs to still contact two other firms		
CONCLUSIONS No action or motion taken		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

9. ADJORNMENT MR. KEITH WILDES

DISCUSSION		
CONCLUSIONS Comm. Kenney made motion to adjourn meeting – Comm. Gella – 2 nd motion		
5-0 vote in favor		

**WILSON COUNTY EMERGENCY SERVICES DISTRICT NO. 2
MINUTES OF REGULAR MEETING**

Public Attendees	