

Chemung Fire Department Board of Commissioners
Regular Meeting Agenda
January 15, 2024

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call:**
 - **BOFC:** R. Dawes, G. Haskell, B. LaRock, T. Larock, J. Robinson, R. Alo
 - **Other Guests:** Kim Middaugh (Attorney-Not Required), David Dobrzensky (501), Michael Allen (502), Jim Wagner (503), Mike Buchanan (504), Lisa LaRock (Company President)
- 4. Approval of Previous Minutes**
- 5. Communications & Public Forum**
- 6. Standard Reports**
 - 6.1** Chief/Line Officer Report
 - 6.2** Company Report
 - 6.3** Attorney Report
 - Truck Referendum Update (Provided by R. Alo)
 - 6.4** Secretary/Treasurer Report
 - Finance
 - Updated Processes and Procedures: Checks, Accounting, Account Codes
 - Account Balances
 - Budget Walkthrough
 - Audit Updates
 - Concerns & Timeline
 - 6.5** Acceptance of Standard Reports
 - 6.6** Approval to Pay the January Bills
- 7. Special Reports**
 - 7.1** IT Project Updates
- 8. Old Business**
 - 8.1** Line Officer Review
 - 8.2**
- 9. New Business**
 - 9.1** Grant from NYS
 - 9.2** Alarm Monitoring
 - 9.3** Establish the Contingency and Tax Stabilization Reserve
 - 9.4** Budget Allocation Transfers
 - New Allocation: Weekly Training
 - \$500 from Office Supplies and \$500 from General Training
 - Update Allocation: Add to Annual Fees for ADOBE, QB, Etc.
 - \$500 from Printing Supplies and \$500 from Grant Expense
 - New Allocation: Five Year Strategic Plan
 - \$5000 from General Insurance and \$5000 from NY CLASS Cash on Hand
 - New Allocation: Add Money to Drills/Meetings and Standby
 - \$2000 from Printing Supplies (1k Each)
- 10. Adjournment**