

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT

HELD May 16<sup>th</sup>, 2022

A public meeting of the Congress Fire District was convened at 7:00 p.m. on May 16<sup>th</sup>, 2022 at the Congress Fire District Office. The following matters were discussed, considered and decided at the meeting:

1. Call to Order: Meeting was called to Order at 7:01 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting; Jim Sparks, Chairman was absent; Clerk of Board, Steve Holloman; Board Member, Jane Summers. Also present; Fire Chief Virgil Suitor Jr. and Secretary/Treasurer Kaitlyn Brinkley.
3. Approval of Minutes: The minutes of the meeting of April 18, 2022 were reviewed. Jane made a motion to approve the minutes; Steve seconded the motion; All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of April 2022 - consisting of Balance Sheet, Cash Flow (Budget vs. Actual), Transaction List, Country Treasure Monthly Warrant Statement with Reconciliation, and County Treasure Monthly Capital Reserve Statement with Reconciliation were reviewed. Motion was made by Jane to approve the financial reports for the month of April 2022; Steve seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chief's Report: All has been going good with no complaints.
7. Old Business: The 180 days' notice for the upcoming Board member position's, I will be submitting the notice of election form and providing the Chairman and clerk with the nomination packets.
8. New Business: The FY 2022/2023 estimated budget was submitted to the county on May 10<sup>th</sup>, there were changes this year regarding a new form and the way that it is set up. The FDAT should be coming back by the 25<sup>th</sup>.
9. No Executive Session required.
10. Call to the Public: There was a question regarding the estimated amount in the budget for fuel, it was explained that we go off of the budget vs. actual sheet to help determine the cost for the upcoming year with how much we have spent in the current FY.
11. Adjournment: Next regular meeting is Monday June 20<sup>th</sup>, 2022 at 7:00 p.m. Motion was made by Jane that this meeting be adjourned; seconded by Steve; meeting adjourned at 7:15 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

Approved: \_\_\_\_\_