



## Tallahassee Fire Protection District Minutes of the Board of Directors Special Meeting March 24, 2020

Donna Toeroek, President, called the Meeting to order at 9:00 a.m. on March 24, 2020.

Directors Present: Donna Toeroek, David Matassoni, Bonnie Spencer, Harvey Ammel

Directors Absent: None

Other Members Present: Tess Matassoni, Board Accountant

Firefighters/Volunteers present: Captain Kevin Colvin

Public/Incoming Board Members Present: Scott Fullerton (in person), Cindy Boyle (via telephone)

### Public Input

No members of the public chose to address the Board.

### Administrative Issues

Donna pointed out that Google Invitations defaults the meeting time to EDT (Eastern Daylight Time). To avoid confusion, you can either change the settings to Mountain Daylight Time or remember to translate two-hours earlier than EDT.

For the incoming Board members, Donna clarified the following:

1. The current Board follow Robert's Rules of Order for motions; that is, a motion is made and, if seconded, the matter comes before the Board for discussion. When discussion ends, a vote is taken and the motion passes or fails by a majority vote.
2. Donna sends out documents and notices prior to Board meeting so that Directors have time to review them and formulate questions/comments for the meeting. Board discussion is not allowed via email, so do not reply with comments. We cannot conduct Board business via email. All discussions and votes must be in a public setting.

Donna explained that attendance in person is an option today because (1) there is no Shelter-in-Home rule for Fremont County or the State of Colorado at this time, and (2) the meeting space is large enough for attendees to maintain the six-foot distancing rule, and (3) Donna has limited the attendance to fewer than ten people.

Donna also noted that, per clarification from Collins Cockrel & Cole (CC&C), as long as there is one staff member or Board Director present at the meeting location, a call-in phone number does not need to be published for the public. The public would attend in person, as usual, if they obeyed the six-foot distancing rule and the attendance would still be limited to no more than ten persons.

Motion: In an abundance of caution, and in anticipation of a Shelter-in-Home order, Donna made a motion to conduct the April 7 Budget Review Meeting, the April 8 Regular Board Meeting and the May 11 Regular Board Meeting by telephone only. The motion was seconded by Bonnie Spencer. The motion was voted upon and carried.

Motion: It was moved by Donna and seconded by Harvey Ammel to approve Resolution 2020-003 Continuing the Declaration of the Local Disaster Emergency. The motion was voted upon and carried.

Motion: There being no additional business, it was moved by Donna and seconded by Dave Matassoni that the meeting be adjourned at 9:15 am.

The next meeting is April 7, 2020 at 4:00 pm.

Recording Secretary: /s/ Donna Toeroek