



## Tallahassee Fire Protection District Minutes of the Special Board of Directors Virtual Meeting December 31, 2020

Scott Fullerton called the Special Virtual Meeting to order at 2:02 p.m., on December 31, 2020.

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**Directors Present:** Scott Fullerton, Harvey Ammel, Cynthia Boyle  
(All by teleconference. A quorum is present.)

**Directors Absent:** Brad Nelson (Excused Absence)

**Firefighters/Volunteers Present:** Chief Mark Norris

**Public Present:** Bonnie Spencer, Christopher Parker

**Purpose of Special Virtual Meeting:** To discuss and appoint Christopher Parker as a new Director, swear-in if approved, elect a District Treasurer, and other transitional matters.

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### **PUBLIC INPUT:**

No members of the public chose to address the Board.

### **ADMINISTRATIVE ISSUES:**

For the record: Bonnie Spencer submitted her written letter of resignation on October 12, 2020 and has resigned/retired from the Board effective December 31, 2020, at noon, as planned.

Therefore, we currently have a vacancy on the Board for a term expiring May 2022 and we do not have a District Treasurer.

**Motion:** It was moved by Scott Fullerton and seconded by Cynthia Boyle to appoint a Director to fill a vacancy on the Board for a term expiring May 2022, and to issue a Notice of Appointment. Scott nominated Christopher ("Chris") Parker and confirmed his eligibility. Chris is a licensed CPA in the State of Colorado and the State of Texas. Chris has also started online training as a responder. There were no additional nominations.

**Revised Motion:** Based on the above discussion, Scott Fullerton introduced a revised Motion which was seconded by Cynthia Boyle to appoint Christopher Parker as a Director to fill the vacancy on the Board for a term expiring May 2022, and to issue a Notice of Appointment to Christopher. The Motion was voted upon and carried unanimously.

Chris accepted the Appointment. The Oath of Office was administered by Scott to Chris.

For the record: Chris signed the Oath of Office and verbally confirmed his signing to the Board. Chris will email the Oath of Office to Scott for signature and Scott will email same to the District Secretary for appropriate filing(s).

The Board unanimously welcomed and congratulated Chris.

**Motion:** It was moved by Cynthia Boyle and seconded by Scott Fullerton to approve the 2021 Special District Transparency Notice as presented. Certain email addresses were confirmed by Chief Norris. The Motion was voted upon and carried unanimously.

### **ELECTION OF TREASURER/CUSTODIAN OF PUBLIC FUNDS:**

Cindy nominated Christopher Parker as the new District Treasurer due to Bonnie Spencer's resignation. Scott reminded the Board that by electing someone with professional certifications (such as Chris) that does not mean they will provide that service directly to the District. We will continue to use third parties for those services for independence, breadth of perspective and other important reasons.

**Motion:** It was moved by Scott Fullerton and seconded by Cynthia Boyle to elect a Treasurer and Custodian of Public Funds. There was no discussion. The Motion was voted upon and carried unanimously.

Christopher Parker accepted the position of District Treasurer.

**Motion:** It was moved by Scott Fullerton and seconded by Harvey Ammel for the Board to:

- accept Resolution 2020-012 as written, which authorizes Wells Fargo Bank to remove Bonnie Spencer and add Christopher Parker to the District bank account.
- authorize Chase Bank to remove Bonnie Spencer as having access to the District credit card account and to provide such access to Christopher Parker.
- authorize the District President and District Secretary to take all actions necessary for the orderly transition of the Treasurer's account, website and other access.
- instruct Chief Norris to allow the email account [Bonnie.Spencer@talxfire.com](mailto:Bonnie.Spencer@talxfire.com) to remain active for the next 90 days. The alias [Treasurer@talxfire.com](mailto:Treasurer@talxfire.com) should be transferred to Chris.

There was no discussion. The Motion was voted upon and carried unanimously.

### **NEXT PUBLIC MEETING:**

The next regular TFPD Board Meeting is scheduled for Monday, January 11, 2021, at 2:00 p.m. This will be a virtual meeting.

### **MOTION TO ADJOURN:**

It was moved by Christopher Parker and seconded by Cynthia Boyle to adjourn the meeting at 2:22 p.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Cynthia M. Boyle, Secretary to the Board.