



Lake West Ambulance - Board Meeting Minutes

June 11, 2024



In Attendance: Board Members

Ron Riley	Chairman	Steve Christiansen	Member
Tom Roof	Vice-Chairman	Mark Gilbert	Member
Ed Bryant	Member	Jim Mellody	Member

Staff

Gayle Webb	Business Manager	Laura Stewart	Operations Manager
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- I. **Call to Order:** Ron Riley called the meeting to order at 9:02 am
- II. **Public Comments & Announcements:**
- III. **Approval of Minutes:** Motion to waive the reading and certify minutes from previous meeting by Jim Mellody, 2nd by Steve Christiansen. Motion carried 6-0.
- IV. **Staff Reports:**
- A. **Financial Report:** Prepared by Wilson Toellner and Presented by Gayle Webb and as included in the Board Meeting packet.
- Payments reviewed by Board and Financial Report noted, to be placed in file for next Audit.
- B. **Business Manager Report:** Presented by Gayle Webb and as included in the Board Meeting packet.
- Motion to accept Business Manager Report by Tom Roof, 2nd by Jim Mellody. Motion carried 6-0.
- C. **Operations Manager Report:** Presented by Laura Stewart and as included in the Board Meeting packet.
- Motion to accept Operations Manager report by Jim Mellody, 2nd by Steve Christiansen. Motion carried 6-0.
- V. **New Business:**
- A. **Year End 2024 Audit:** Presented by Gayle Webb and as included in the Board Meeting packet.
- Cost of audit \$10,200. A 20% increase from previous year. Motion by Tom Roof to ask Evers and Company if they would be willing to do our audit this year. If they cannot and/or are more expensive, the motion includes an approval for Graves and Associates. Motion 2nd by Jim Mellody. Motion carried 6-0.
- B. **2024 District Ins Renewal:** Presented by Gayle Webb and as included in the Board Meeting packet.
- Insurance premium increased \$8,971 from previous year. Motion by Jim Mellody to approve insurance renewal quote from Provident Fire Plus. Motion 2nd Steve Christiansen. Motion carried 6-0.

- C. Holidays:** Presented by Laura Stewart and Gayle Webb and as included in the Board Meeting packet.

Employees had requested additions to their list of Holidays, if they work, they receive time and a half pay.

After discussion, Motion by Jim Mellody to approve Veterans Day as an added holiday. Motion 2nd by Tom Roof. Motion carried 6-0.

- D. 2024-2025 Budget:** Presented by Gayle Webb and as included in the Board Meeting packet.

After discussion, Motion to approve 2024-2025 Budget by Tom Roof. Motion 2nd by Steve Christiansen. Motion carried 6-0. Ron Riley signed as approved.

VI. Old Business:

A. Driveway Concrete:

Rice Concrete has been notified, and they responded. We are waiting on them to contact us regarding a time to assess the issue.

VII. Miscellaneous Business: None

VIII. Adjournment: Motion to adjourn by Jim Mellody, 2nd by Mark Gilbert. Motion carried 6-0. Meeting adjourned at 9:47 AM.

Next Regular Board Meeting
July 9, 2024 at 9:00 AM

Certification: This is to certify that the foregoing is a true and accurate record of the minutes of proceedings for the meeting of the Board of Directors of the Lake West Ambulance District held on the date first set forth herein above.

By: _____
Gayle Webb, Secretary

Approved this _____ day of _____, _____.

Kenneth Riley, Chairman of the Board