

UNION CENTER FIRE COMPANY

AUXILARY MEETING

(May 11, 2016)

MISSION STATEMENT

The mission of the Union Center Fire Company Auxiliary is to SHARE.

SUPPORT the Fire Company during times of emergency by providing supplies at the scene of fires or natural disasters, as well as helping the Fire Company personnel and their families during times of loss or need.

HONOR the service and sacrifice of fire fighters and their families.

ASSIST the Fire Company in raising funds for equipment and community awareness by holding events and activities.

REPRESENT the Fire Company at functions and events.

ENCOURAGE Community support of the Union Center Fire Company and its members.

We began the meeting with Pledge of Allegiance and prayer.

PRESENT: Barrilyn Polhamus, Rachel Greenlee, Kim Greenlee, Ashley Greenlee, Ruby McConnell, Shelia Bealo, Kelly Hoyt, Donna Glover

ABSENT: Brianna Bealo, Sierra Hoyt , Cindi VanKuren,

NON Auxiliary present:

MEETING CALLED TO ORDER: 18:45

MINUTES for: April 13th 2016 approved by Ruby McConnell, Kim Greenlee

TREASURER'S REPORT: Our budget is now at \$909.00

HEALTH/SAFETY: Because of the needed physicals by the Fire

Company Ken was on board with what the Station would require for these physicals. Many Auxiliary members are required for their employment and school sports to have a physical by their physician. To save time and resources He used as an example, a report given to the Station by Lourdes Occupational on what a member who has been given a physical is tested and approved for. (See attached.) Take note Item 4 on the report that was sent to the station by Lourdes Occupational. This is the ultimate required result of the physical. Ken noted that every physical given by a members physician needs to be sent to Lourdes Occupational for approval. Be sure to check with Lourdes Occupational to what form needs to be attached when sending it to them. You may have a physical every year. It is required by the company every two years.

OSHA: President Wes says that the Insurance classes are still in the works. 15 hours is a new standard of hours required however everyone is required to have 8 hours of OSHA training.

Old Business

Fundraiser in June- We have a possibility of getting one grill from Shelly Market providing we can get the grill to the station by Shelly or on a trailer. The other grill will have to be borrowed from Maine. A call was put in to Scott Drake during the meeting by Sierra by way of Adam. There was no response by the end of the meeting. Marketing will be attended to by Ashley. Anyone who is planning on handling food that this event needs to take the Temporary Food Service Safety class.

"<http://www.gobroomecounty.com/eh/temporary-food-ser>

vice-safety-class. Click on the "Temporary Food Safety Class".

In addition "At least two weeks before your food event you need to send a letter or e-mail to the Health Department requesting permission to hold a food fundraiser. In your letter you need to give them information on your event including the location, time and menu. Include the number of people involved in the event who have taken the Temporary Food Safety Class. •"

We looked for it to be a fun event for the members to enjoy working together. Even though we could hire an outside company to cover this, he would like us to put this event on ourselves. Planning sessions are still a work in progress. We have two more Auxiliary meetings until the date of the event. The date decided is June 18 starting at 11 AM until sold out. Donna Glover (per the company meeting minutes) said that we are good for cooks and for sauce. We may have to cook at station 2 and serve at Station 1 and 2, if we can only get 1 grill. No additional members attended this meeting to help with the planning.

Barrilyn Called in our letter of intent for the Chicken BBQ. She also called Rick Corwin about the trailer waiting for a call back to confirm. Also called will be calling Shelly's again.

Also if any one has not yet signed the code of Ethics this needs to be done.

Rachel is doing the advertising online. TV stations, radio stations etc.....

Summer Picnic - Greenwood Park Pavilion 1 Has been booked for this event August 20. Park hours are from park opening until park closing. Barrilyn Maine Fire Company will be sent an email and a signup sheet in advance of the date. They are expected to cover half of the cost. Phil's Chicken house has been replaced by Smokin Bones to cater this. Menu includes Chicken, Ribs, 3 sides, plates and cutlery. We have to provide the drinks or you can bring your own beverage.

RECRUITMENT DAY: April 23rd 12N-3pm This year's project is the cleaning of the kitchen at Station 2. Discussion that an OSHA kitchen safety class, will either be done at this time or at a future Auxiliary meeting.

Recruitment day went well no new members.

CODE of ETHICS: To make it easier Barrilyn read to the Auxiliary members present, the Code of Ethics with explanation of terms provided by President Wes Miga. This ethics code was understood. Auxiliary members present signed the document required.

New Members check list: Wes is still looking for volunteers to assist him in getting Sierra Hoyt and Ruby Mc Connell up to date for the Fire Company. Aka: Key fob etc.

Ruby is up to date and good still working on getting Sierra all that she needs.

New Business

Incentive clothing: This is placed here as a reminder for the future.

Primary Election Day Bake Sale.: April 19 During the primary election. Ruby McConnell will start the event with Debbie Dieffenbacher and Barrilyn Polhamus covering the rest of the day. Anyone who is available is welcome to help out. Place all bake goods priced and named in the kitchen. A boot (but not the one Ken was shaking in) will be placed on the table for fire company donations.

Primary Election Day Bake sale went great! \$54.00 made.

Christmas party planning: Placed here for a reminder to be planned after the BBQ.

Bylaw proposal: The Union fire Company Bylaw committee, sent a proposal to be voted on at the next membership meeting. See attached.

Bylaw proposal was pasted!

Apalachin's Parade is June 4th

Auxiliary Sunshine

Kelly Hoyt sent to the Bill Frantz a flower arrangement on the death of his mother.

Kelly Hoyt sent to Bill Gazdik a flower arrangement

New Members

None

Time agreed to Adjournment: 20:43p.m.

NEXT MEETING: June 13, Station 1, 18:30.

Respectfully Submitted by **Debbie Dieffenbacher Secretary**

REPORT OF FINDINGS
FOR FIREFIGHTER PHYSICAL EXAMINATION

TO: Union Center Fire

The following named individual is approved for the category checked and all categories below the one checked. See reverse side for additional information.

Name of Examinee Date of Birth

- 1) _____ SCBA APPROVED STRUCTURAL FIREFIGHTER. Approved for wearing breathing apparatus. Fights fires from interior and exterior. Has sufficient strength to pull hose, use firefighting tools, swing a fire ax, and to perform rescue. Exposed to intense heat and subject to loud noise, much confusion and stress. May spend considerable time in adverse weather. Climbs ladders and may carry equipment in excess of 50 pounds. This individual is also approved for all categories below this level.

- 2) _____ NON SCBA STRUCTURAL FIREFIGHTER. Does not wear breathing apparatus. Fights fires only in areas which do not require use of self-contained breathing apparatus (SCBA). Has sufficient strength to pull hose, use firefighter tools, swing a fire ax, and perform rescue. Exposed to intense heat and subject to loud noise, much confusion and stress. May spend considerable time in adverse weather. Climbs ladders and may carry equipment in excess of 50 pounds. This individual is also approved for all categories below this level.

- 3) _____ FIRE POLICE AND DRIVERS. Does not wear breathing apparatus or enter buildings during emergency operations. May be but is not usually exposed to intense heat. May spend considerable time in adverse weather. Does not normally climb ladders or carry equipment in excess of 35 pounds. This individual is also approved for all categories below this level.

- 4) _____ ADMINISTRATIVE AND SUPPORT STAFF. Does not wear breathing apparatus or work at emergency scenes. Job is restricted to administrative and fire station duties that do not include heavy or moderate physical exertion.

Attached Bylaw proposal.

The bylaw committee has received three proposals, which we are currently working on. We will not be voting on these proposals at the April business meeting, but we can discuss them and answer any questions if need be. Voting will take place at the May meeting. They are pretty straightforward. This is a summary:

The first proposal has to do with the bylaw which addresses the process for changing the bylaws. It currently states that proposals for bylaw changes must be posted in the office of the corporation (the stations) no less than 10 days prior to the meeting when voting will take place on the proposed changes. This is a rather archaic way of communicating, since now we communicate pretty much strictly through e-mail. Everyone already has the information on their computers, phones or tablets and does not need to go to the station and look at the bulletin board. The proposed change is to remove the reference to posting the proposals in the station and replace it with, in part: "Notice of the proposed amendment shall be sent to every member, along with a statement that the upcoming meeting shall involve a vote to amend the bylaws. The notice shall be sent no less than ten (10) days prior to the date of the meeting at which time the vote to amend will be conducted."

The second proposal has to do with dues. Dues were once \$3 and then we changed them to \$1. Keeping track of dues is a nightmare. New members are supposed to pay \$1 prior to the end of their first month of membership. People forget, no one has change for a \$10 or a \$5, money changes hands two or three times, and then someone has to remember to document that the dues were paid. If they are unpaid, the member becomes a Member Not in Good Standing until they are paid and someone has to remember and document that too. Our lawyer was asked if we legally have to collect dues. He said that we do not; the bylaws just have to reflect that no dues are to be paid. The proposal is change the bylaw pertaining to dues to: "All classes of membership are not required to pay dues."

The third proposal is merely a correction to a bylaw which refers to a nonexistent provision. There's really nothing more to say about it.

Prior to the May meeting we will send out the exact, detailed information for each proposal.

The Bylaw Committee
(Tom, Rick and Karen)