

UNION CENTER FIRE COMPANY

AUXILARY MEETING

(January 13, 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.

PRESENT: Barrilyn Polhamus, Debbie Dieffenbacher, Donna Glover, Shelia Bealo, Kelly Hoyt, Kim Greenlee, Brianna Bealo, Rachel Greenlee,

ABSENT: Cindi VanKuren, Ashley Greenlee

Non Auxillary Present: Chief Chris Hoyt, Sierra Hoyt, Ruby McConnell

MEETING CALLED TO ORDER: 18:35

MINUTES for: December 9 approved by Kim Greenlee.

TREASURER'S REPORT: Our budget is now at 182.11 This amount reflects the company treasure report for 2015 in a notice dated 1/16/2016. The planned budget amount for 2016 is \$850.

HEALTH/SAFETY: Per Chief Chris, the Fire Company board will be contacting members to inform them of the next needed physical. Auxiliary members as asked to wait until we hear from them. Please dress warmly for the cold temperatures that we now have.

Attached is the Fire news article from the January 2016 news letter on the Health department requirements for non-for-profit organizations. This may clear up any questions anyone has on what is required.

Old Business

Fundraiser in June- Continued discussion for possible choices are Brooks BBQ, Doug's fish fry, Smoken Bones BBQ. Research will be done to see who is available and when we can plan them.

Summer Picnic - Venues were discussed. Greenwood Park it was decided, will be booked for this event.

Adopt a family- Was a success. Because of the laws of incorporation for the fire company, it was mentioned by Chief Chris that we would probably not be doing this again.

Nominations- The following have been nominated for officers of the Auxiliary for 2016: President, Barrilyn Polhamus, Vice President, Kelly Hoyt, Secretary, Debbie Dieffenbacher, Treasurer, Donna Glover. We will vote for these officers at the Auxiliary February Meeting. There will be a vote of confidence for the President, Vice President and Secretary and a vote for a new Treasurer.

Auxiliary shirts- Donna Glover brought with her tonight, the shirts that we have ordered. The invoice will be paid out of 2016 budget. The incentive orders will not be from Calleo, no one sent Chief

Chris an order of what the Auxiliary would like to get from them. The current Auxiliary Logo has been altered to help to make the stitching read able. It was suggested to add the date the new Auxiliary began to this new logo.

New Business

Fire Association meeting: Will be at Union Center March 4th. The meeting starts at 7:30p.m. Food, ordered by Kim Greenlee will be provided. Be at the station to help set up before 6 p.m. time for the dinner. Planned menu is Sandwich wraps, chips, cookies, coffee and soda. An inventory was done of the kitchen to determine what more the kitchen needed in supplies. Items that were expired were thrown away.

Budget considerations- Please think about the needs of the Auxiliary for 2016 budget.

Vending Machines- Kelly Hoyt will take this over.

Auxiliary Sunshine

Kelly sent a floral arrangement for Mr Tull's funeral.

Welcome future members Sierra Hoyt and Ruby McConnell.

New Members

None as yet.

TIMED ADJORNED: 20:35 p.m.

NEXT MEETING: February 10 Station 1, 18:30

Fire Company Annual Meeting Saturday February 6th at 12N.

Respectfully Submitted by *Debbie Dieffenbacher Secretary*

HEALTH DEPARTMENT HAS NEW REQUIREMENTS FOR NON-PROFIT FUNDRAISERS At the November 2015 meeting of the Firefighters' Association, representatives from the Broome County Health Department spoke about new requirements for non-profit organizations, such as fire companies, for holding fundraisers involving food. While the Sanitary Code does provide exemption for religious, fraternal and charitable organizations, the Health Department has now laid down some new requirements for these organizations. Matthew Laine, a Public Health Sanitarian and Sean Britton, a Deputy Public Health Director, attended the meeting to inform fire companies about these new requirements: • If your fire company intends to do any food fundraisers over the next two years they need to send a letter to the Broome County Health Department, 225 Front Street, Binghamton, NY 13905 to notify them that your organization plans to do food events in the next two years. This letter needs to be sent every two years if you are continuously doing food events. •

Your members who are handling food at these events need to take a food safety class online at <http://www.gobroomecounty.com/eh/temporary-food-service-safety-class>. Click on the "Temporary Food Safety Class". Read through the food safety presentation, take the quiz, and fill out the certificate at the end with your name. This certification should be retained by someone at your fire company to verify that your food handlers have taken this class. This class must be taken each year. •

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. •

The Health Department will respond with a letter giving you permission to hold the event. They also may stop in at your event to certify that you are following the guidelines set forth in the food service class. Note that a permanent food safety class is given on the second Monday of each month. This is a four-hour class and there is no cost to attend. The class starts promptly at 1 pm but you should arrive at least 15 minutes early. The class is held in Conference Rooms B and C of the Health Department office at 225 Front street in Binghamton. Topics covered in the food safety class included - pathogens, hygiene, receiving and storage, preparation and cooking, and sanitation. The class is led by an experienced instructor and supplemented with Powerpoints and videos. An open book test is given at the end of class. Upon successful completion a certificate is issued by the Health Department. The Health Department also advises that the following equipment should be on hand for any food events: • Thermometers to check food temperature • Coolers or heaters to keep food the proper temperature • Utensils that are properly cleaned • Gloves and hair restraints (hats, hair nets, etc.)

They also advised that cooking surfaces, such as barbecue grates or utensils cannot be galvanized but must be stainless steel. Galvanized utensils are coated with zinc and under certain conditions can cause zinc poisoning. To submit your letter requesting permission for an event you can mail your letter to the address above, or e-mail mlaine@co.broome.ny.us. If you have questions you can contact Matthew Laine at the above e-mail or call him at (607) 778-2847. *