

**HOODLAND FIRE DISTRICT # 74**  
**SPECIAL BOARD MEETING MINUTES**  
**MAY 26, 2020**

Attendance: Board Members: Shirley Dueber, Mary Ellen Fitzgerald, Darcy Lais, Jacob Rackley, and Cliff Fortune. Staff: Steve Abel; Interim Fire Chief, DC Scott Kline, Carol Norgard; Financial Manager, FF Nick Miller, and Sally Chester (Conference Call).  
Guests: John Watts (Conference Call) and Judy Clark (Conference Call).

1. Call to Order: By Shirley Dueber at 7:00 PM.
2. Roll Call: With the meeting being offered as a conference call, a roll call was performed to determine the attendance.
3. Pledge of Allegiance: Led by Cliff Fortune.
4. Persons to be Heard. None.
5. Unfinished Business.
  - A. Staff Report – Audit Update.
    - i. In the process of finishing up the FY 2016-2017 Audit. This Audit should be completed by the end of May 2020.
    - ii. The Final Audit Report will be sent to the Secretary of State.
    - iii. Planning to get two audits a year completed in order to catch up.
  - B. Second Reading of the changes to Policy 007: Notice and Location of Fire Board Meetings.

MOTION MADE: By Cliff Fortune to approve the second reading of the changes to Policy 007: Notice and Location of Fire Board Meetings.  
2ND: By Darcy Lais.  
DISCUSSION: None.  
VOTE: Passed Unanimously.

- C. Second Reading of the changes to Policy 107: Public Records.

MOTION MADE: By Mary Ellen Fitzgerald to approve the second reading of the changes to Policy 107: Public Records.  
2ND: By Darcy Lais.  
DISCUSSION: None.  
VOTE: Passed Unanimously.

6. New Business.

A. Budget Messaging.

i. Discussion regarding providing an update to the public about the budget situation in order to dispel rumors.

ii. We should wait until after the budget is adopted and decisions are made.

iii. There were two articles in the Mountain Times in April and May that provided updates for the public.

7. EXECUTIVE SESSION under ORS 192.660.2(f) To consider confidential documents exempt from public inspection, including communications from legal counsel.

A. No further business will be conducted after the Executive Session except to adjourn the meeting.

RECESS: 7:16 PM from Regular Session.

RECONVENE: 7:25 PM into Executive Session.

B. Discussion with legal counsel.

ADJOURN: 8:00 PM from Executive Session.

RECONVENE: 8:03 PM into Regular Session.

7. Adjournment.

ADJOURNMENT: Meeting adjourned by Shirley Dueber at 8:03 PM.

Respectfully Submitted,

*Carolyn M. Norgard*  
Carolyn M. Norgard, Financial Manager

Notes Typed By: Kelli Ewing, Administrative Assistant