

Adair Rural Fire Protection  
Board of Director's Meeting

Adair Rural Fire Station

Adair Village, Oregon

July 8, 2025

The meeting was called to order at 6:30 p.m. by President Dick Green.

Those present were President, Dick Green, Vice-President Erin Scott, Fran Harris, Secretary/Treasurer, Becky Merja, Barbara Lower. Others were present: Aaron Harris, Fire Chief and Mary Hardenbrook.

**MINUTES** - The minutes of June 10, 2025, regular meeting was and read by those present. There were no changes.

**MINUTE** – The minutes of June 10, 2025 Budget Hearing were read. There were no changes.

**MINUTE** – The minutes of June 10, 2025 Appropriation meeting were read. There were no changes.

**FINANCIAL STATEMENT** – The statement for July 8, 2025, was reviewed by those board members present.

**BILLS** – The bills June 2025 bills were presented by Mary Hardenbrook. Becky Merja moved, and Erin Scott seconded to pay the bills. The motion passed unanimously by those present. The July 2025 bills were presented by Mary Hardenbrook. Erin Scott moved, and Becky Merja seconded to pay the bills. The motion passed with Erin Scott, Becky Merja and Mary Hardenbrook and Dick Green voting for the motion and Fran Harris abstaining from the vote because of conflict.

**CALENDAR ITEM – Board Officers.** Erin Scott nominated Fran Harris to remain as Secretary Treasurer, Barbara Lower seconded and the vote passed unanimously by those present. Becky Merja nominated Dick Green for President and Erin Scott for Vice-President, Barbara Lower seconded and the vote passed unanimously by those present.

The SDAO dues and audit have been taken care of.

**CORRESPONDENCE** – We had received a letter from SAIF thanking us for our patronage.

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Cornerstone sent a request for a new three-year contract. Erin moved to approve the contract, Becky Merja seconded and the vote passed unanimously by those present.

**COMMITTEE REPORTS – None**

**UNFINISHED BUSINESS –** Policy 2024-04-01 was posted for the required amount of time. Erin Scott moved to approve the policy, Becky Merja seconded and the vote passed unanimously by those present.

There has not been any success in finding someone to assist with the bookkeeping.

**NEW BUSINESS –** Making a policy on the duties of each board member was discussed. Becky Merja would like everyone to know what each job entails. Becky Merja and Barbara Lower were appointed as a committee to pursue this.

**PUBLIC INPUT – None**

**STAFF OFFICER'S REPORT –** Mike Larkin's report was presented by Aaron Harris and read by those present. A copy is attached hereto and by reference made a part herein.

**CHIEF'S REPORT –** Chief Harris presented his chief's. A copy is attached hereto and by reference made a part herein.

The meeting was adjourned at 7:35 p.m.

Respectfully Submitted

Frances I. Harris, Secretary/Treasurer