

Adair Rural Fire Protection  
Board of Director's Meeting

Adair Rural Fire Station

Adair Village, Oregon

November 8, 2022

The meeting was called to order at 7:30 p.m. by President Dick Green.

Those present were President, Dick Green, Vice-president Kendall Manthe, Fran Harris, Secretary/Treasurer; Erin Scott and Mary Hardenbrook. Others present: Chuck Harris and Chief Aaron Harris .

**MINUTES** - The **minutes**, of October 10, 2022, regular meeting were presented by Fran Harris and read by those present. Kendall Manthe moved to approve the minutes Mary Hardenbrook seconded. A vote was taken, and the motion passed unanimously by those present.

**FINANCIAL STATEMENT** – The statement for November 8, 2022, was reviewed by the board present. Mary Hardenbrook moved to accept the financial statement; Erin Scott seconded. A vote was taken, and the vote passed unanimously by those present.

**BILLS** – Mary Hardenbrook presented the October 2022 bills. Kendall Manthe moved to pay the bills; Erin Scott seconded. The vote to pay the bills was taken and passed unanimously by those present with Fran Harris abstaining because of a conflict.

**CALENDAR ITEM** – Insurance Review. Chief Aaron Harris will contact the SDIS to get a review.

**CORRESPONDENCE** – None

**COMMITTEE REPORTS** – None.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** – Fran learned at the conference that there could be a conflict with a member signing the checks and a policy needs to be adopted. There was an explanation of the reasoning for needing a policy. Fran Harris will draft one for the next meeting.

Additionally, Fran Harris found that the policy we have for mileage reimbursement does not match our policy. It was discussed and decided that we should word our policy differently to include the IRS standard mileage rate. Erin Scott moved to change the