



A 501(c)(3) Nonprofit Charitable Corporation
237 Blackfoot Road, Crystal Lakes Subdivision
Mail: PO Box 113, Red Feather Lakes, CO 80545; Web: clfires.org

CLFIRES Board of Directors Meeting
Minutes
CLVFD Station
February 21, 2021

The meeting was called to order by President Jody Sandquist at 1:06 p.m.

ATTENDANCE: Jody Sandquist, Anne Dirmeyer, Sharon Cooper, Kathy Dillon-Durica and Susan Rau

GUESTS: Steve Dirmeyer, Doug Race, Alex Alexander, Robin Lauric, Kate Kelly, and Mark Rode

APPROVAL OF AGENDA: Sharon Cooper moved the approval of the agenda and Anne Dirmeyer seconded. Passed unanimously.

APPROVAL OF MINUTES: The minutes from the November 22, 2020 were reviewed. Susan Rau moved the approval of the minutes and Anne Dirmeyer seconded. Passed unanimously.

PRESIDENT'S REPORT:

CLVFD was not selected for the State Farm Insurance Grant.

Grant applications, for \$500 each, were reviewed,

Poudre Canyon Fire Protection District-Chain Saw

Livermore Fire Protection District-2 Practice Fire Shelters and 1 Drip Torch

Red Feather Lakes Volunteer Fire Department-High Visibility Safety Vests

Susan Rau moved the approval of all three grants and Anne Dirmeyer seconded. Passed unanimously.

Postage discount and regulations require the full name of Crystal Lakes Fire Information Resources Education Safety be used for the return address on the mailings. "DBA" CLFIRES will be registered with the Colorado Secretary of State.

UNFINISHED BUSINESS:

An account with Square has been set up for credit card transactions. One terminal was free. Sharon Cooper moved to purchase three more terminals and Kathy Dillon-Durica seconded. Passed unanimously.

Membership Drive for 2021-Anne Dirmeyer showed ideas she had for the letter and thank you cards. Kathy Dillon-Durica moved to send the Membership letter to all of 80545 zip code and Anne Dirmeyer seconded. Passed unanimously.

Fundraiser events were discussed because of the continued risks of COVID-19. It was decided to postpone the Rummage Sale until the Labor Day weekend, Sunday, September 5, 2021. Collection dates will be scheduled later. Fun Day will consist of the 4th of July Parade of the Fire Trucks and a Rubber Duck Race on Sunday, July 4, 2021. Sharon Cooper moved to purchase 250 ducks with the CLVFD logo and Anne Dirmeyer seconded. Passed unanimously. Decorations for the trucks and candy will be restocked. The Selected Games and Silent Auction will not be held.

Compliments on the update of the website were expressed by all. Efforts to keep it up to date will be applied.

NEW BUSINESS:

Quarterly meeting schedules were questioned because financial reports are not complete at each meeting. Schedule has been set more because of the events and time of year. CLVFD snacks and soda supply will be posted on the board.

That's My Brick fundraiser was presented and enthusiastically accepted as a project for the space around the flagpole at the CLVFD station. The That's My Brick project will be presented to the CLVFD Officers at their meeting.

Annual Meeting August 14, 2021 CLVFD Station at 1 p.m.

Next CLFIRES Board meeting, May 2, 2021 at the CLVFD Station at 1 p.m.

At 4:09 p.m. Sharon Cooper moved to adjourn Susan Rau seconded.

Submitted by Kathy Dillon-Durica, Secretary, CLFIRES



Special Meeting
For 4th of July activities and the Brick Sale
April 11, 2021
Crystal Lakes Volunteer Fire Station

The meeting was called to order by President Jody Sandquist at 1:05 p.m.

ATTENDANCE: Jody Sandquist, Anne Dirmeyer, Sharon Cooper, Susan Rau and Kathy Dillon-Durica.

GUESTS: Steve Dirmeyer and Doug Race.

Times for the 4th of July activities:

Tour de Ottawa 9 a.m.-10 a.m.

Line up for the parade 10 a.m.

Parade 11 a.m.

Rubber Duck Race 1 p.m.

No lunch will be served because of Covid concerns. Pop, water, granola bars, fruit flavored gummies, trail mix and cookies, all individually wrapped will be offered to all. A way to make sure more than one serving to each will be enforced.

Parade Prizes:

1st & 2nd place will be awarded in different categories: Floats, Animals and ATVs. Susan will contact local businesses and purchase gift certificates worth \$20 to \$30 each.

Rubber Duck Race:

Adoptions (\$10 each) will start out being online only, with the option to do adoptions in person if our goal of 253 is not being met. Adoptions could also be done on the 4th of July. Susan will contact Sharon Fessler and ask how long it will take to set up. When Anne receives purchases, Kathy will assign numbers to each adoption and email the adoptive parents their numbers with instructions to bring a copy of the email to verify the winners (1-150 for kids, 253-151 for adults).

There will be two categories' kids are 17 years old and under, 18 years old and over will be adults. All ducks will race at the same time. The kids Ducks will have red, white, and blue tied around their necks. Kathy will do that when numbers are assigned.

Advertising for the Race will be on Nextdoor, and the View. Alex will make a big duck with a stand that we can put a sign on. Make sure a limited number of adoptions is included in the advertising and online.

A dry run will be scheduled in June to make sure we cover all our bases. Mike Rode said the CLVFD will help. The finish line and where the fire truck will be parked both need to be determined.

Prizes: All winners get a Fireman Rubber Duck-Kathy will order 1 dozen.

Adults:

1st- one fishing pass (donated by the Crystal Lakes Road & Rec & Fishing Board)

2nd- 1 slash pile pass (donated by the Crystal Lakes Road & Rec)

3rd-\$20 gift certificate to the Pot Belly

Kids:

1st \$30 gift certificate to Chic Filet.

2nd \$20 gift certificate to McDonald's

3rd - \$10 gift certificate to Dairy Queen

Anne will check the logo merchandise to see what else might be added.

Bricks:

Bricks will be sold for \$75 for a 4X8 brick. Motion by Kathy, 2nd by Anne. Passed unanimously.

Color choices: Lighthouse Grey, Nutmeg and Regimental Red. Motion by Kathy, 2nd by Anne.

Passed unanimously.

Font choices: Arial (italic) and Times New Roman. Motion by Anne, 2nd by Susan. Passed unanimously.

Stickers:

It was discussed to use Member or Supporter and if the year should be added. A Member would be someone that does purchase a Membership. Supporter would be someone that donate to CLVFD. Kathy made the motion to use the new sticker from Colorpro in Fort Collins with Member and no date. 2nd by Anne. Kathy will order 150 and send them with Thank you notes for Members and use the orange and white Supporter ones for those who donated.



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CLFIRES Board of Directors Meeting

Minutes

CLVFD Station

May 2, 2021

The meeting was called to order by President Jody Sandquist at 1:10 p.m.

ATTENDANCE: Jody Sandquist, Sharon Cooper, Susan Rau and Kathy Dillon-Durica

ABSENT: Anne Dirmeyer

GUESTS: Steve Dirmeyer, Doug Race, and Kate Kelly

APPROVAL OF AGENDA: Sharon Cooper moved the approval of the agenda and Susan Rau seconded. Passed unanimously.

APPROVAL OF MINUTES: The minutes of the February 21, 2021 were reviewed. Sharon Cooper moved the approval of the minutes and Susan Rau seconded. Passed unanimously.

PRESIDENT'S REPORT:

Ratification of the text actions for the window stickers, Membership Letter and Thank you Notes. Susan Rau moved the approval of the text actions and Sharon Cooper seconded. Passed unanimously.

The Periodic Report was submitted. The new bank account was entered into the Amazon Smile account. Terry Zurist donations were moved to Kate and Marian Kelly's house. A receipt for Terry will be supplied.

TREASURER'S REPORT

Steve Dirmeyer reported we have received approximately \$19,000 from the Membership Letter and donations for the brush truck. More have been received this week. It was discussed to have a poster made showing all the donations for the brush truck to display during the 4th of July activities.

UNFINISHED BUSINESS

An inventory of the logo items needs to be taken before selling them this summer.

Saturday 5-29-21 Flag Raisings

Firefighters meet at Wapiti Center at 8:30 a.m.

Flag Raising at Basecamp at 9 a.m.
Flag Raising at Fire Station immediately following.

****Practice Duck Race 6-16-21 10 a.m.****

Prep for Fun Day

Wash & Decorate Apparatus Friday, 7-2-21
9 a.m.

Photo Op in Fire Gear with new Brush Truck following

Fishing Derby Saturday 7-3-21

Confirm with Fishing Board on time - estimate 8:30 a.m.

Fireworks 7-3-21

Confirm time to report to RFL with 2 apparatus.

Fun Day Sunday 7-4-21

Ottawa Way "Tour de Fun" Parade.

Apparatus leave station at 9 a.m. sharp.

Basecamp Parade line up at Station 10:30 a.m.

Basecamp Parade 11:00 a.m. followed by awards.

Announcer: Possibly Randy Peonio

Snacks at noon & carpool to Snoopy Pond

Rubber Duck Race 7-4-21 at Snoopy Pond

Announcer: Doug Race

1:00 p.m. followed by awards to Winners in Kids and Adults categories.

CL FIRES Annual Meeting 8-14-21 at Basecamp Meeting Room

1:00 p.m.

Collect Donations for the Rummage Sale 8-14 and 8-21 at Station

10 a.m. - 2 p.m.

Price Donations 8-28-21 at station 10 a.m.

Clean Fire Station 9-4-21 at 9 a.m.

Set up and Prep for sale.

Rummage Sale 9-5-21

9 a.m. - 3 p.m.

Firefighters and sale staff arrive by 8:30 a.m. at least.

Food available at Craft Sale at Basecamp.

Clean up and haul remaining items after close of sale.

Buy a Brick-Fundraiser

All questions were answered, and form was filled out to submit to That's My Brick. Advertising and Web Order Page were discussed.

NEW BUSINESS

Annual Meeting-August 14, 2021, CLVFD Station at 1 p.m. Board Election-two terms complete.
Next Board Meeting will follow the Annual Meeting.

At 4:17 p.m. Susan Rau moved to adjourn Sharon Cooper seconded.

Submitted by Kathy Dillon-Durica, Secretary, CLFIRES



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CLFIRES ANNUAL MEMBERSHIP MEETING

August 14, 2021

CRYSTAL LAKES FIRE STATION 1 P.M.

The meeting was called to order at 1:00 P.M. by President Jody Sandquist.

ATTENDANCE: Jody Sandquist, Anne Dirmeyer, Susan Rau and Kathy Dillon-Durica

ABSENT: Sharon Cooper

GUESTS: Steve Dirmeyer, Doug Race and Deana Lehman

APPROVAL OF THE AGENDA: Kathy moved the approval of the agenda, Susan seconded. Passed unanimously.

APPROVAL OF THE MINUTES: The minutes from the August 15, 2020, were reviewed. Anne moved the approval of the minutes and Susan seconded. Passed unanimously.

ELECTION OF BOARD MEMBERS: Jody Sandquist agreed to stay for another term. Anne Dirmeyer agreed to stay on the Board until the end of 2021 and will decide after that. Susan moved a white ballot, Kathy seconded. Passed unanimously. All positions will remain the same.

PRESIDENT'S REPORT: Jody thanked everyone for their hard work and new ideas.

TREASURER'S REPORT: Anne shared the Profit and Loss Statement for January 1 through August 14, 2021, with a comparison of 2020. Donations were up 212.9%. Expenses seemed high but it was because \$85,352 was paid to CLVFD for the purchase of the brush truck. Doug Race mentioned that CLVFD would be asking around \$4,900 for the lettering on the trucks. It was discussed that four grants were approved when originally, we had agreed to have three.

UNFINISHED BUSINESS: Appreciation to Sharon Cooper's service was expressed, she has given her resignation because she is involved in the Community Fund and didn't feel as though she had the time to do both.

NEW BUSINESS:

Fund raising effort-Donations and the Brush Truck are outstanding. Continuing to have the Rummage Sale on Labor Day was discussed because that time of year CLVFD wouldn't have to worry about leaving the trucks outside when they could possibly freeze. Asking the Rec Committee if it would conflict with the Craft Fair was suggested. It would also help CLFIRES not to offer food. The Security Committee will be counting passes of guests that are coming to Crystal Lakes for the Rummage Sale and Craft Fair.

Membership Drive for FY 2021-2022-People are still confused about donation and membership, it was suggested to change the wording to include different levels. Kathy will compare prices from different local mailers for the

membership letter. An updated list will be obtained from Larimer County in January 2022. That list will be compared to our old list.

Calendar for FY 2021-2022-

Quarterly Meetings-having quarterly meetings the month following the end of each quarter would make it easier for the treasurer, except for the 2nd quarter because things are so busy in July.

October 17, 2021

January 16, 2022

April 10, 2022

August 14, 2022, for both the Annual & 2nd quarter meetings

All these meetings are at 1 P.M. at the CLFVD fire station.

ADJOURN: Susan moved to adjourn at 2:16 P.M. Anne seconded. Passed unanimously.

Submitted by Kathy Dillon-Durica, Secretary



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CLFIRES Board of Directors Meeting
Minutes
CLVFD Station
August 14, 2021

The meeting was called to order at 2:20 P.M. by President Jody Sandquist.

ATTENDANCE: Jody Sandquist, Anne Dirmeyer, Susan Rau and Kathy Dillon-Durica

ABSENT: Sharon Cooper

GUESTS: Steve Dirmeyer, Doug Race and Deanna Lehman

APPROVAL OF AGENDA: Anne moved to approve agenda with additions & correction, Kathy seconded. Passed unanimously.

APPROVAL OF MINUTES: Anne moved to approve the minutes of the April 4, 2021, special meeting, Susan seconded. Passed unanimously. Susan moved to approve the minutes of the May 2, 2021, meeting. Passed unanimously.

OFFICER'S REPORTS: Jody commented that she was hoping for a good rummage sale. Anne supplied everyone with the current financials.

UNFINISHED BUSINESS:

Ratification of text actions-approval of accepting Pay Pal online "brick" orders, pricing Legacy Bricks at \$80.00 each, approval of purchasing Logo items August 2021 and the grant request from the Glacier View Fire Protection District for \$500 to be used at their 2021 Firewise Event to provide information and education on fire mitigation and fire prevention. Any remaining funds may be used in an effort to assist homeowners during their Slash-n-Haul. Kathy moved to approve all of the text actions; Anne seconded. Passed unanimously.

Membership Drive for 2021 was very successful, mailing list will be updated in January 2022.

Tour de fun Parade went well. Basecamp Parade-bags need to be supplied to the kids for the candy and get more Gushers. Preregistration was discussed for the kids to ride in the trucks and kids should load and unload at Base Camp rather than the Fire Station.

Logo items-Prices were set at:

	Cost	Price
Shirts	\$14	\$20
2X Shirts	\$15	\$22
Kids shirts	\$10	\$15
Totes	\$14.50	\$20
Mugs	\$9	\$14

Mugs w/coffee-the cost of coffee needs to be confirmed

Signs with prices and a display of items should be determined for the Rummage Sale

Duck Race-suggestions for improvement next year:

- Purchase more ducks and have two separate races, adults, and kids
- Better finish line-it needs to be narrower so not so many ducks jump the noodles, maybe larger noodles or some kind of net
- More shuttle services, parking accommodates 25-30 cars
- Schedule later in the day with rain delay added
- Possible deadline for adoptions
- Advise adaptors to go to the Comments Box to give names for all adaptations made
- Local prizes were very much appreciated, slash pile and fishing pass weren't really liked

Rummage Sale-September 5, 2021 (Labor Day weekend)

- Collect and price donations-August 14, 18, 21 & 28 at 10 a.m.
- Clean fire station
- Set up and prep September 4, 2021
- Sale staffing
- Clean up and disposal, right after sale on September 5, 2021

Legacy Bricks

- Flyers are done
- Advertising-signs and banners
- Web Order Page-waiting for corrections
- Display in Road & Rec office-Susan will see if that is possible

NEW BUSINESS:

Schedule of meetings:

- October 17, 2021
 - January 16, 2022
 - April 10, 2022
 - August 14, 2022, for both the Annual & 2nd quarter meetings
- All these meetings are at 1 P.M. at the CLFVD fire station.

Election results from Annual Meeting- Jody Sandquist agreed to stay for another term. Anne Dirmeyer agreed to stay on the Board until the end of 2021 and will decide after that. Sharon Cooper has resigned, and Deanna Lehman has offered to replace her. Kathy moved to approve Deanna Lehman to replace Sharon Cooper Susan seconded. Passed unanimously.

ADJOURN:

Anne moved to adjourn at 4:03 P.M. and Susan seconded. Passed unanimously.

Submitted by Kathy Dillon-Durica, Secretary.



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CLFIRES Board of Directors Meeting
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CLVFD Station
October 17, 2021

The meeting was called to order at 1:12 P.M. by President Jody Sandquist.

ATTENDANCE: Jody Sandquist, Anne Dirmeyer, Susan Rau, Kathy Dillon-Durica and Deana Lehman

GUESTS: Steve Dirmeyer and Doug Race

APPROVAL OF AGENDA: Anne moved to approve agenda with additions Deana seconded. Passed unanimously.

APPROVAL OF MINUTES: Susan moved to approve the minutes of the August 14, 2021 Anne seconded. Passed unanimously.

OFFICER'S REPORT: Jody reviewed CLFIRES responsibilities as the fundraising arm of Crystal Lakes Volunteer Fire Department and the 501 3C. CLFIRES receives the Membership and Silent Auction funds, CLVFD receives donations, designated funds, and cash from the boots.

TREASURER'S REPORT: Anne supplied everyone with current financial reports. Reminded all Directors to give her receipts for reimbursement. It was discussed about funds being held in reserve for fund raising events, grants, and supplies. Deana does not want to be a signer on the checking account but will get a credit card.

UNFINISHED BUSINESS: Kathy moved to ratify Deana Lehman as Vice President Anne seconded. Passed unanimously. Kathy will send out thank you notes to volunteers who helped with the Rummage Sale from list supplied by Jody. A thank you email will be sent out for all Legacy Bricks. Thank you to Doug Race and Alex Alexander for prepping the site. So far 10 bricks have been ordered.

NEW BUSINESS: Discussions for getting our logo put on the front of cards that could be used as thank you and any occasion. Also, letterhead stationery and cards for the Duck Race. Kathy will price these with Business Card Factory. All were in favor of changing the black letters to blue. The idea of getting CLFIRES shirts to be worn during events will be investigated by Doug and Deana. The Membership Letter will be proposed in January and sent out in March. Kathy will keep the address list up to date with the Larimer County List. 2022 Grant applications will be sent out after the April meeting.

2022 Fundraiser Events

Fun Day-July 3, 2022 will include parade, games, dunk tank, BBQ, Steve Dirmeyer and Doug Race volunteered to head these activities.

Duck Race-July 4, 2022, 10:00 a.m. Anne moved to purchase 250 more ducks Deana seconded. Passed unanimously. Kathy will order them. It was discussed to identify the kids ducks somehow and thought if we put a deadline on adopting ducks as the end of Fun Day that would give us time to mark them.

Rummage Sale-The advantages of having it on Labor Day was discussed and all decided to schedule it September 4, 2022.

That's My Brick-80-90 bricks will fit in the space that has been prepared, 10 have been reserved. Both the Water & Sewer and Road & Rec offices will have displays and New Owner packages will include flyers.

Some discussion on having a Chili Cook Off.

Deana reported on going to the New Owner's meeting and is going to put a presentation together for those meetings in the future.

MEETING SCHEDULE:

Crystal Lakes Fire Station at 1;00 p.m.

January 16, 2022

April 10, 2022

August 14, 2022 (Annual Meeting followed immediately by Board Meeting)

Kathy moved to adjourn at 3:44 p.m. Anne seconded. Passed unanimously.

Submitted by Kathy Dillon-Durica, Secretary.