



**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  
January 16, 2022

The meeting was called to order at 1:04 P.M. by President Jody Sandquist.

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

GUESTS: Steve Dirmeyer

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

APPROVAL OF MINUTES: Susan moved to approve the corrected minutes of the October 17, 2021 and Anne seconded. Passed unanimously.

PRESIDENT'S REPORT: Jody reported the dispersal of funds to the CLVFD per written request by Chief Rau for the purchase of three mobile radios, total of \$5,040.00. Request was received 10-25-21, funded were provided. Jody also reported that she had sent out five appreciation letters for donations.

TREASURER'S REPORT: Anne supplied everyone with the financials for December 2021, 4<sup>th</sup> quarter October through December 2021 and the January 1, 2021, through December 31, 2021. She explained several accounts for the year including the web site, brush truck, radios, pavers & sand (for the bricks), the memorial event for Jane Tiffin and the grants. The net loss is due to the brush truck. A 990EZ will be filled for 2021.

UNFINISHED BUSINESS: Anne reported the success of the "That's My Brick" fundraiser. Have received enough orders that our cost has been lowered to \$18 from \$25. Several people are including the replica bricks. 126 bricks which is \$10,800 donation, \$2,538 cost, \$270 in shipping = \$7,542 profit. The order will be placed on May 1, 2022 and will take 7 to 10 days to be delivered. Hoping to have them placed around the flagpole by Memorial Day, weather permitting. Deana presented ideas for banners to be made for Base Camp and the CLVFD station. Kathy will contact the Rec. Committee to see what their plans are concerning breakfast on Memorial Day weekend, so CLFIRES can plan if we want to have something to eat available after the flag raising. Susan explained the idea of using Square on the CLFIRES website for the Duck Race adoptions. Being able to have Square assign the numbers when the adoptions are made would make it much easier. Kathy reported that Don Harlan and his children are willing to help promote the race by handing out flyers. It was agreed that the adoptions would be \$10 again this year. Kathy will design a post card size flyer that can be handed out. All the ducks are

numbered and ready to go. Anne and Kathy will work on the 2022 Membership letter, update the form, and thank you photo card. Pictures of the new brush truck and current crew with the thank you banner will be used. Kathy will update the address list and get a current list from Larimer County. A final letter for review will be done prior to the April meeting. Fun Day was discussed with Steve Dirmeyer planning will be done during the April meeting. Anne and Marion David have volunteered to do food. Rummage Sale will need a co-chair to help Kate Kelly. Kathy will find shirts for Board Members. 2022 Grant applications will be mailed after the Membership letter has been mailed. We will offer 3 grants for \$500 each, a 30-day limit will be enforced and the form on the website will be changed.

NEW BUSINESS: Anne will be taking the Treasurer position for the CLVFD effective June 1, 2022. She will be unable to continue to be the Treasurer of CLFIRES. Kathy has volunteered to become the CLFIRES Treasurer, Deana has volunteered to become the Secretary, Anne will become the Vice President. Jody will continue to be the President and Susan the Communications Officer. Signers for the Chase Bank account will be Jody, Kathy, and Susan. Susan moved to approve all the position changes and signers for the checking account, Jody seconded. Passed unanimously. A Help Us Help Them banner will be purchased for the front of the information table. Anne discussed the need for more storage for CLFIRES items in the office at CLVFD station. She will investigate what is needed.

MEETING SCHEDULE:

CLVFD Station at 1 P.M,

April 10, 2022

August 14, 2022, Annual Meeting (Board of Directors meeting immediately following)

Anne moved to adjourn at 3:23 P.M. Susan seconded. Passed unanimously.

Submitted by Kathy Dillon-Durica, Secretary.



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**CL FIRES Board of Directors Meeting**  
**April 10, 2022**  
**CL Fire Station, 1300 hours (1:00 p.m.)**

The meeting was called to order at 1:03pm by President Jody Sandquist.

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

**Guests:** Steve Dirmeyer, Doug Race, Janice Hanlen, Sue Chesnut, Robin Lauric, Amber Basgall

**APPROVAL OF AGENDA:** Susan Rau moved to approve agenda with additions. Kathy Dillon-Durica seconded. Passed Unanimously.

**APPROVAL OF MINUTES:** Anne Dirmeyer moved to approve the minutes of the January 16, 2022 meeting. Susan Rau seconded. Passed Unanimously.

**OFFICERS' REPORTS**

**President's Report**—Jody Sandquist Reported that she has sent thank you notes for several very generous donations (\$500+). She has filed the Periodic Report with the State of Colorado on April 4, 2022. Copy provided to Secretary. CLVFD established Legacy Brick memorial fund for CLVFD members & immediate family (spouse or child). Approved by CLVFD officers. CLVFD also approved the layout of Legacy Bricks.

**Treasurer's Report**—Kathy Dillon-Durica reported on First Quarter 2022 financials, along with an update for April 1-9, 2022. Bank signature cards have updated. Kathy reminded directors to send her receipts, either in hard copy or scanned and emailed for all purchases. Kathy reported that the transition from Anne Dirmeyer as Treasurer to her is complete and successful. Kathy has transitioned Secretary duties to Deana Lehman. Deana inadvertently made personal purchases on the CL FIRES credit card, thanks to Amazon. Deana will reimburse CL FIRES in the amount of \$20.72. PayPal—got old board members off and Kathy on. Susan will help Kathy with PayPal. They will work with Sharon Fessler to see if we can make the PayPal transaction fees mandatory to the donors. Deana Lehman moved to approve the Treasurer's Report. Anne Dirmeyer seconded. Passed Unanimously.

**UNFINISHED BUSINESS**

Ratification of the text actions—approval of the CLVFD Acct. commemorative coin payment (used Jody Sandquist/CL FIRES Visa). Also ratified text approval for purchase of banners,

signs and table runner 1-26-22. Kathy Dillon-Durica moved to ratify email vote to approved. Susan Rau seconded. Passed unanimously.

#### **Discussed the Summer 2022 Events:**

**Memorial Day:** - Jody Sandquist selected as lead. Kathy will make signs to post; Susan will make sure they get posted in appropriate places, including NextDoor. Deana will repost to two Crystal Lakes Facebook groups.

**Memorial Day Flag Raising at Basecamp** will be at 9:00am (meet at 8:30). Breakfast by CLRRRA Recreation committee, normally over by 11-11:30. Last held 3 years ago, attendance was over 100. Janice Hanlen (970-881-2543) & Cindy Goodell (Cindy.Goodell@gmandc.com 970-320-2719) are the leads.

**Station Flag Raising** at Station @11:00.

**Ceremony to Reveal the Legacy Bricks** following flag raising. Bricks will be tarped after installation until time of Reveal. Anne Dirmeyer will email all brick donors to invite them to the Reveal ceremony. Jody Sandquist will check with CLVFD officers to determine who will speak. Uncertain if Chief Rau will be available. Steve Dirmeyer will contact Denver Channel 7 News to see if they will come to the Brick Reveal.

**Memorial Day Flag Retirement Ceremony** – Doug Race usually does, but he will be off the mountain. Jody will follow up with Doug as to his replacement (Doug was not present at the meeting when this was discussed. Kathy will staff table at the breakfast with info and order forms for Legacy Bricks and Duck Race adoptions. Following breakfast, table will be moved to the Station. Susan Rau will provide a table so we only have to move the materials. CL Water & Sewer is having their annual meeting at 1:00 pm in the W&S building followed by Wine & Cheese reception at the Community Center at 2:30.

Prior to Memorial Day, we will take inventory in the container: Games, passport items, prizes, etc. Date TBD after CLVFD sets day for deep cleaning of Station.

**Independence Day/Weekend Activities:** - Leads: Steve Dirmeyer. Steve will ask Mike Clark to fill in for Doug Race, who will be off the mountain. Jody will request use of Basecamp Saturday & Sunday 7-2/3-22. Susan will lead advertising of event schedule, including the "Adopt A Duck" . Kathy already has 1/3 page handouts. Don & Caren Harlan and their kids have offered to hand out. These can start being distributed after May 1<sup>st</sup>. Each Board Member took a stack to distribute. Flyers will also be at W&S office and RRA office. Deana has made 8.5x11 flyers we can post at mail sheds, community bulletin boards, etc. Website for Adopt A Duck will be live by May 1. We will ask Alex to set up the duck sign at Basecamp by Memorial Day.

**Duck Race-Monday, 07/04/2022-** Kathy Dillon-Durica is the Lead. Start Time: 10:00 am, expect to be done by noon. Both Kids and adult ducks race at the same time. It was determined that a practice duck race is not needed. Kathy wants to order a few more firefighter ducks to give to kids.

**Set up Duck Race** – Snoopy Pond Set up at 8:00. Kathy will let office know no fishing on Snoopy Pond that morning.

**Set up Parking** –Jody will contact Rich and Jeanne Rowe to see if they will lead parking. Alex operated ATV shuttle last year. Would like more Shuttles.

**Set up Tender & hose**--Jody will ask Marian Kelly if she will operate the Tender, and recruit firefighters as needed.

**Duck Wranglers** –Volunteers Doug Durica (Kathy's husband) & Steve King had said they would do again.

**Duck Race Announcer** --Don Harlan. We need to ensure he has a bullhorn, Don will also announce winners, prizes awarded. Last year prizes were gift certificates donated and/or purchased from Main Street Deli, Mediterranean Table, Pot Belly, Red Feather Tavern. Kids prizes from Dairy Queen and Chick-Fil-A. 1<sup>st</sup> place \$35, 2<sup>nd</sup> place \$25, 3<sup>rd</sup> place \$10.

**Advertise Cake Walk – Needs lead.** Need to solicit cakes, to be delivered morning of. Still need to determine location: Community Center Deck, Wapiti Room, etc. Cake walk general runs every 10 minutes or so over a couple hour period.

**Silent Auction**—Susan Rau to lead. We have some leftover items from prior years. Will set up tables on Saturday, but without the Auction items. **WILL NEED CASHIERS FOR SUNDAY.**

**Doug Race indicated that** CLVFD will schedule Apparatus to be decorated Friday, July 1 @10:00am

**Saturday (7-2-22) Fishing Derby** @8:00 or 8:30. CLVFD starts the first two derbys (kids, mens, but not the womens)

**Saturday (7-2-22) RFL Parade**

**Set up and prep Basecamp All hands on deck.** Anne Dirmeyer & Marilyn David will order food.

Haul games, prizes, etc. to Basecamp. Set up kitchen for the BBQ.

Set up Silent Auction tables. Set up tables, not auction items. Need cashiers needed for Sunday.

### **Sunday (7-3-22) CLVFD Fun Day**

We will not have a dunk tank this year. Considering a water sponge fight. Use the expired Budweiser water cans for the water. Checking Dollar Tree for car wash type sponges.

**BBQ Lunch:** Anne Dirmeyer & Marilyn David are leads, along with Anne's sister Melonie.

Consider a hand stamp to help prevent people for going through line multiple times. Serving starts at noon. (cooking starts at 10-10:30)

**Games**-temp tattoos, stickers

**Tour de Fun Parade** – 9:00am start, takes about 1 hour.

**Community Parade** – line up starts at 11:00am. Kids line up at Mail shed, load and unload, picked up from there. Rich and Jeanne Rowe are taking lead. We will need entry numbers on poster board. Susan will make. Signs will go on the front of the vehicles. Need to have accurate list of number to entrant name. Categories: Floats, ATV, Community Groups, Animals. Determined that 1<sup>st</sup> place prize will have a \$30 value and 2<sup>nd</sup> Prize \$20 value. Last year prizes were gift certificates from Main Street Deli, Pot Belly, Red Feather Tavern, Mediterranean Table.

Jody to check with office for use of Wapiti Center, etc. If office is open, where do we set up games, etc? Guest Robin Lauric suggested use of Campground if not used for camping. Other years the games have been set up in the Basecamp overflow parking lot. If CLRRRA office is NOT open, Wapiti Road can be blocked and games set up on the south parking area. Doug Race will check on use of grill.

Don Harlan will be the announcer. Steve Dirmeyer called him during the meeting to confirm. Award prizes – Need to find Judges. Awards announced 15 minutes after last participant goes through. Doug recommends PA.

**CLVFD Demonstration** – Doug Race stated to anticipate CLVFD to plan. Position at Sledding/Cistern hill. The demonstration to take place at 2:00pm-subject to change.

**Rummage Sale Sunday Sept 4, 2022** , 9:00am to 3:00pm--Leads will be Kate Kelly has been the lead in the past. Susan Rau offered to help as co-lead. Jody Sandquist will talk to Kate to see if she is up to co-lead.

The board set Collection and pricing dates: August 6, 13 &20. Pricing day will be August 27<sup>th</sup>. 10am-2pm for all days.

Sue Chesnut reported that the opinion of the Recreation Committee, it was great to have the rummage sale the same day and the Craft Fair. Rec Committee will sell food. The board will need to invite Sue Chesnut to August Board meeting. They want posters advertising the Rummage Sale. Discussed the bag/box sale will be held on Monday. Deana Lehman will check with Jon & Sue Gessert to see if their acquaintance will take the unsold items again this year. The Board and volunteers will clean the Station on Monday as unsold items are boxes up. Susan will do advertising for the Rummage sale and collections days.

## **NEW BUSINESS**

The Annual Appreciation Dinner was discussed briefly and tabled for the next meeting

Doug Race is requesting financial support for certified Basic Life Support (BLS) class. Doug and/or Chief Rau to instruct. There will be costs for materials (handbooks). The class will be held at Chapel of the Pines on April 30<sup>th</sup> 8:00am-12:00. Doug is estimating \$100.

Determined that this will be a grant. Kathy moved to approve a grant of up to \$200. Anne seconded. Passed unanimously. Discussed that we will offer two \$500 grants, two \$200 grants and \$100 grant. Will not finalize until we learn the exact amount needed for the BLS class. Will need to change website info once final grant amounts available are determined.

## **CL FIRES QUARTERLY MEETING SCHEDULE 2021-2022:**

CL Fire Station, 1300 hours (1:00 p.m.)

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

**ADJOURN:** Susan Rau moved to adjourn. Jody Sandquist seconded.  
Meeting adjourned 4:24pm.

Submitted by Deana Lehman, Secretary



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**CL FIRES Board of Directors Meeting**  
**Agenda: August 14, 2022**  
Immediately Followed CL FIRES Annual Meeting

Present were board members Jody Sandquist, Anne Dirmeyer, Kathy Dillon-Durica, Susan Rau and Deana Lehman  
Guests included Mel Nelson, Steve Dirmeyer, Harold “Alex” Alexander, Kate Kelly

**MEETING CALLED TO ORDER**—Meeting was called to order by Jody Sandquist @ 2:35pm. Susan Rau moved to approve the agenda, with the addition of “Refrigerator” Item #5. Anne Dirmeyer Seconded; motion passed unanimously.

**APPROVAL OF MINUTES**—Susan Rau moved to approve the minutes of the April 10, 2022 meeting. Anne Dirmeyer Seconded; motion passed unanimously. Deana Lehman will send to Sharon Fessler for posting on the CLFIRES.org website.

**OFFICERS’ REPORTS**

1. **President’s Report**—Reviewed handbook info on annual events.
2. **Treasurer’s Report**—Kathy handed out printouts of the P&L reports for June, July and August 1-8, 2022. She had nothing in particular to point out to the Board. Susan Rau moved to accept the Treasurer’s Report. Anne Dirmeyer Seconded; motion passed unanimously. We thanked Kathy for her efforts of going above and beyond to drive to Greeley to return the donation check to Kell and to pick up the new checks. He had sent one check to CL FIRES wanting part to go to CLVFD and another portion to the CLRRA Fishing program.

**UNFINISHED BUSINESS**

1. **Ratify text actions**—Susan Rau moved to ratify the text actions for the money for the CPR class materials and for Kathy to purchase mesh bags for storage of the Duck Race Rubber Duckies. Anne Dirmeyer Seconded; motion to ratify passed unanimously.
2. **Membership Drive for 2022** – Discussed that we will review during the October 2022 meeting. Early March 2023 is target for sending the 2023 letter.
3. **Logo Items** – Kathy will inventory the remaining logo items. She will staff a table at the Rummage Sale on September 4. Discussed asking Jim to provide coffee to sell with the remaining mugs. Jody will reach out to Jim. Probably 6-8 bags. If Jim cannot, Susan can, but her roaster only does one pound at time.
4. **2022 Events**—We reviewed the 2022 events. We have decided that we will make a ‘manual’ for each aspect of the events. This will be used as a

guideline for future years so not to only rely on member's recollections. Each person has written up the guidelines/timelines/procedures for the area in which they were responsible. Jody drew maps of the Family Fun Day Parade staging areas. See list under item B below.

**A. Memorial Day Legacy Bricks Reveal**—This was done in conjunction with the CLVFD flag raising at the fire station.

**B. Fun Day Debrief: Prep. Booklet to Include:**

- a. Advertising
- b. Preparation
  1. Food
  2. Games
  3. Acquire Prizes
  4. Arrange to use Basecamp area
  5. Confirm if campground can be used for parking, mow
  6. Purchase any additional decorations for apparatus
  7. Decorate and Set up Basecamp
  8. Route and selected areas blocked with cones
- c. Tour de Fun Parade & Basecamp Parade
  1. Timing
  2. Line up Entries
  3. Load Kids – have water for kids and parents at load zone
  4. Unload & reload additional Kids
- d. Arrange for entry judges and M.C.
- e. Lunch – ordering list and pickup food
- f. Games - game area and staffing - recruit volunteers
- g. Clean Up Basecamp and parking areas
- h. Re-pack Items in Container

**Duck Race – Review & Evaluate**—Discussed Duck Race and that Duck 270 is still MIA. Discussed that we should consider having a CL FIRES Duck Race Float in next year's parade.

**Rummage Sale 09/04/2022 Plans:**

**Collect and Price donations: 08-06, 13, 20 & 27.** So far this is going well and we have had adequate volunteers. Susan will be working on the "manual" for this, to have complete sometime after the sale. Discussed at length a fishing boat, motor, trailer and fish finder that was donated for the sale. We will put this one item up for bids as a "Silent Auction" item. Alex has done some research to the value, and we believe we will start the bidding at \$4500.

**Set Up & Prep 09/03/2022**—Will need much help for this. Deana has taken Thursday and Friday 09/01 & 02 off work as her employer's Volunteer Time Off program. Deana will be available all day 09/01-09/04. Susan will make flyer for the sale, and include a message that we can accept credit and debit card payments. Susan will post to NextDoor and Deana will repost to two Crystal Lakes Facebook pages. Discussed that we should have signs at the CLRRRA Rec Committee's Craft Fair at Base Camp.

**Sale Staffing**—Discussed that we need all hands on deck. Jody & Kate will bring up at CLVFD Business Meeting tomorrow (08/15/2022) to ask everyone to be available to help. Discussed that we need 2 cashiers plus Susan for to run credit/debit card transactions. Anne stated that she believes she had \$500 in cash last year, in quarters, \$1s, \$5s, \$10s and \$20s, but mostly in smaller denominations. Kathy will get the cash from the bank prior to sale. We will have 2 cash boxes, and load initially with \$100.

**Clean Up & Disposal**—We will have a 'bag and box sale" on Monday, 09/05 from 9:00 am until Noon. Buyers can put as much fits in a bag for \$5 and as many items they can fit in a box for



\$10. We discussed changing the sale price on the day of event—subject to what and how much is left.

**Jon & Sue Gesserts' friend to pick up unsold items 9-10-22**

**Review Rummage Sale 9-5-21**—Nothing needed discussion.

**Legacy Bricks** – Discussed that Kathy will take over Bricks administration from Anne. Anne will get Kathy the notes and materials. Anne has placed another order for 15 bricks which will be installed prior to the September 4 Rummage Sale. Steve Dirmeyer stated he will continue to do the installation of additional bricks.

## **NEW BUSINESS**

**Membership Drive 2023**—will discuss in October 2022 meeting.

**New Events**—As discussed in Annual meeting, We will hold a “chili cookoff” in 2023. Deana and Susan to lead the event. Determined date to be Saturday, September 30 from 4:00-7:00 pm. Steve Dirmeyer suggested that in addition to the Chili, we do a ‘Bread Cookoff’. Susan and Deana will work to plan this.

**Quarterly Board Meetings FY 2022-23, CLVFD Station**

Determined at the Annual Meeting that meetings will be held at 1:00pm on the following Sundays—October 09, 2022; January 8, 2023; April 16, 2023 (this is a week later than ‘normal’ due to the Easter holiday); August 13, 2023. Deana will email Sharon Fessler to publish Dates and Times on CL FIRES Web

**Directors Election Results from Annual Meeting**--We have Two Full Terms 2022-2025. Kathy Dillon-Durica and Susan Rau will continue with the board in new terms. Deana moved to accept and renew terms for Kathy Dillon-Durica and Susan Rau. Anne Dirmeyer seconded and the motion passed unanimously.

We discussed the partial term and that we were unable to recruit new board members. It was determined we would hold the position open, and Susan would advertise.

**Election of Board Officers was held. The following was determined:**

**President—Jody Sandquist.** Nominated by Kate Kelly; Seconded by Anne Dirmeyer. The motion passed unanimously.

**Vice president—Kate Kelly.** Nominated by Jody Sandquist; Seconded by Kathy Dillon-Durica. The motion passed unanimously.

**Secretary—Deana Lehman.** Nominated by Jody Sandquist; Seconded by Kathy Dillon-Durica. The motion passed unanimously.

**Treasurer—Kathy Dillon Durica.** Nominated by Jody Sandquist; Seconded by Kathy Dillon-Durica. The motion passed unanimously.

**Communication Officer—Susan Rau.** Nominated by Kate Kelly; Seconded by Kathy Dillon-Durica. The motion passed unanimously.

**Refrigerator requested by Steve Dirmeyer.** The refrigerator in the station is not cooling well. Cannot get to a desirable temp (ie 40°F). Steve had print outs of two different refrigerators. One for \$900 that has a \$30 rebate from PVREA and the other for \$700. We discussed that it was unknown but unlikely that anyone has vacuumed the coils of the current fridge since it was installed. Jody will ask Jeanne and Rich Rowe to do this as part of their monthly station cleaning. If the fridge does not cool better, Susan will post to NextDoor the ask from the community for a donation of a working refrigerator. The contact for donations will be [president@CLFIRES.org](mailto:president@CLFIRES.org) (Jody). If no donations are received in two weeks of the posting, then we will make an evote to purchase a new refrigerator.

**CL FIRES APRONS**—Anne asked if we could purchase CL FIRES aprons for use at the Family Fun Day BBQ. We discussed having these printed/embroidered with the CL FIRES logo. This will help promote that CL FIRES is hosting the event. We will also be

able to use these at the First Annual Chili Cook Off in 2023. Kathy will research some sources she may have. Will discuss further during the October meeting.

**ADJOURN--** Kathy Dillon-Durica moved to adjourn. Anne Dirmeyer seconded. Meeting was adjourned at 3:39pm.



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CL FIRES Board of Directors Meeting  
Agenda: November 6, 2022  
CLVFD Fire Station; 1300 hours

Members attending in-person: Jody Sandquist, Kate Kelly, Susan Rau, Deana Lehman.  
Kathy Dillon-Durica attended via telephone

Guests: Mel Nelson, Anne Dirmeyer. Steve Dirmeyer, Patrice Diem, Steve Ault, Doug Race

President Jody Sandquist called meeting to order at 1:04 pm.

Introductions were made of all present.

#### APPROVAL OF AGENDA

Susan Rau moved to approve the agenda; Kate Kelly seconded. The motion passed unanimously.

#### APPROVAL OF MINUTES

August 14, 2022—Jody corrected grammar on item 4. Kate Kelly moved to accept the minutes as corrected, Susan Rau seconded. The motion passed unanimously.

#### OFFICERS' REPORTS

1. President's Report- Jody stated she has nothing that won't be covered under the agenda.
2. Treasurer's Report—finished for the quarter, nothing happened in October.  
CLVFD requested funds for Winches—1 of 2 = \$3258.74.  
Donations have been generous.  
Kathy Dillon-Durica found a website that files the 990 form for free for Nonprofits. Susan Rau moved to accept the Treasurer's report. Deana Lehman seconded; motion passed unanimously.

#### UNFINISHED BUSINESS

1. There were no text actions since last meeting.
2. Membership Drive for 2022 – Moved from 8-14-22 agenda
  - A. Deana will get new list from Larimer County in January. Lisa Ford is our person at county. Will review Membership letter at January meeting.
3. Logo Items
  - A. Kathy Dillon-Durica has inventory. No baby onesies. Hoodies were not available last year, not sure what will be available next year. Discussed Daryl T shirts, Brad as HotDog t-shirts. Steve Ault has contact in Fort Collins with an imprint company. Dean Schmeer, 970.226.6808. Deana will reach out to Dean.

4. Rummage Sale, September 4, 2022.
  - A. Kate Kelly stated sale went well. Boat auction went very well. Auction website was a good solution. We only paid the title transfer fees and PayPal fee. Susan said that we could use that same website for the July 4 Silent Auction. We will look at logistics.
  - B. Kate Kelly recommending that we do everything the same in 2023. Everyone likes the Labor Day weekend date.
  - C. Deana will send Thank You card to Jon Gessert's friend who took leftovers. He took all scrap metal and other stuff. made two trips. Suggestion by Steve Dirmeyer.
5. 2022-2023 Quarterly Board Meetings and Annual Meeting:
  - A. October 9, 2022, postponed to November 6, 2022; Quarterly
  - B. January 8, 2023; Quarterly
  - C. April 16, 2023; Quarterly
  - D. August 13, 2023; Annual followed by Quarterly Bd. Mtg.
6. New Board Member CL FIRES shirt
  - A. Kathy Dillon-Durica has Kate's shirt. Will send up with Anne tomorrow.
7. Update on refrigerator
  - A. Steve Dirmeyer paid and we reimbursed him. We are getting a \$30 PVREA rebate.
8. CL FIRES Aprons update
  - A. Aprons are here, in the station somewhere.

## NEW BUSINESS

1. Promotion for Legacy Bricks:
  - A. Flyers – Review & Update
    - a. Susan will make flyer/post promoting as Christmas gift
    - b. Flyers needed—Brick company printed for free. Kathy Dillon-Durica will inquire and get 100 flyers.
    - c. Will ensure there is a blurb in the membership letter.
    - d. Will continue to a new revel at the CLVFD flag raising.
  - B. Advertising
    - a. Susan will review and update advertising plan.
  - C. Update Web Order Page
    - a. Susan will review and update the order form on the CLFIRES website.
  - D. Clean up day in station office—Alex is almost done with shelves. Alex has invoice for us. Once shelves are done and installed, we will set a day to clean the office and organize our things.
  - E. Needing Volunteer to put together handbook-Deana will put together, let Jody know how many binders. Will review at January meeting.
  - F. Duck race photos to the website—Susan has everyone but Milo's. She will reach out to Milo and Susan will review and get to Sharon to publish on website. Susan will see about archiving 2021 photos on website.

- G. Grants—only grant given as \$200 to CLVFD for basic life support class. Discussed and will not offer any more grants for 2022, but will rollover \$500 for one grant and offer 4 grants for \$500 max of \$2000 grants in 2023. Kathy Dillon-Durica made a motion that we will not offer more grants in 2022, but will offer 4 grants of up to \$500 each for a total of \$2000. Kate Kelly seconded. The motion passed unanimously. Deana will have letter ready to email to fire departments at January meeting, will send out right after with a January 31 deadline.
- H. 2023 Activities and Events
- 1 Membership Drive 2023 - Target early March 2023 to mail membership letters.
    - a. 2022 was sent early to mid-March. Will use Burt, Business Card Factory, for printing and mailing again. Will review letter at the January 8 meeting.
  - 2 Brick Reveal – after Memorial Day Flag Raising
    - a. 2<sup>nd</sup> Brick Placement & Reveal in Sept. 2023
  - 3 Fun Day –
    - a. Sunday July 2<sup>nd</sup> Family Fun Day
    - b. Duck Race Monday, July 3.
    - c. Nothing on Tuesday July 4.
  - 4 Rummage Sale –Kate and Susan will chair. Kathy Dillon-Durica says we do not need more pricing dots.
    - a. Rummage sale will be held Sunday September 3. 4 Saturdays in August are the drop-off days.
    - b. Sept 1 and 2<sup>nd</sup> are final pricing and set up. No Pre-sales for the public. For volunteers—will keep a note book with list of volunteer pre-sales, a second volunteer signs off. Or put stickers on the notebook page.
  - 5 Chili & Bread Cook-off –Sept. 30, 2023, 4:00-7:00. Base Camp Community Room and kitchen are reserved. CLRRRA will not charge for use of the Community Room.
    - A. Deana and Susan will meet to brainstorm prior to January meeting to outline what we need, present at January meeting. Doug Race mentioned that Poudre Canyon VFD does a Chili Cook-off. Susan Rau will reach out to them to see if they can offer tips on organizing and executing.
    - B. If we have a Beer garden, special event liquor license is needed. We may have to get TIPS certification. Wrist bands with punches for each beer? After further discussion, will table the beer garden until future years.
    - C. Judges—discussed that we will ask area chefs (Mario, Brett Oberhammer, etc) to judge. It had been previously discussed having the CLVFD Fire Fighters judge, but this would eliminate them as contestants.
  6. Discussed the idea of having a Santa at the Crystal Lakes Artisan Fair on December 3<sup>rd</sup>. Anne Dirmeyer will ask Alex if he would be willing to play Santa. Discussed that we would have Santa hand out candy, perhaps have photos taken with Santa. Jody mentioned that at one time CLRRRA had a Santa Suit. Deana will check with Stella Anderson to see if she knows where it is. If not found, Susan will look into renting one. She found a Royal Blue Santa suit for sale, not rent, through a costume shop in Fort Collins. Susan will discuss with Chief Rau use of apparatus and fire fighter participation.

Kate Kelly moved to adjourn. Susan Rau seconded. Motion passed unanimously. Meeting was adjourned at 3:16 pm.