

**Bolingbrook Foreign Fire Insurance Board  
Regular Meeting Minutes  
April 24, 2023**

**Bolingbrook Fire Station 5  
1900 Rodeo Drive, Bolingbrook, IL**

**CALL TO ORDER**

Vice-Chair Valach called the regular meeting of the Foreign Fire Insurance Board to order at 11:03 a.m.

**ROLL CALL**

Board Members Present:     Joe Valach, Vice-Chair  
                                      Ryan Klavohn, Secretary / Treasurer  
                                      Dave Zelinski, Trustee

Absent Member:               Chris Brophy, Chair  
                                      Jeff LaJoie, Fire Chief  
                                      Gary Obidowicz, Trustee  
                                      Michael J. Johnson, Trustee

Recording Secretary:        Meghan Strimel

Public Present:               Austin Cruse, FF/PM

**NO VOTE TO BE TAKEN ON ANY ISSUE. NO QUORUM.**

**PUBLIC COMMENT**

Austin Cruse inquired why his submittal was denied. Klavohn stated that any items requested for review/approval, first need to be approved for use for the department by the Chief. Klavohn will follow up on the denial and respond to Cruse.

**APPROVAL OF MINUTES**

NO VOTE TO BE TAKEN ON ANY ISSUE. NO QUORUM.

**TREASURER'S REPORT**

NO VOTE TO BE TAKEN ON ANY ISSUE. NO QUORUM.

- ✓ Current balance as of 04.24.2023: \$225,364.05
- ✓ Outstanding, approved, purchases in the amount of: \$105,106.76
- ✓ Available balance: \$120,257.29

**OLD BUSINESS**

Procurement Card “P-Card” process complete. Brophy and Klavohn have received their cards. Waiting on Valach’s.

**NEW BUSINESS**

**A. REVIEW OF SUBMISSIONS PROCESS / RULES AND REGULATIONS**

- a. Klavohn reminded members about the rules for submitting requests:
  - i. Must be received no later than 10 days prior to a regular meeting.
  - ii. Requests must be complete, ie: signed approvals from appropriate Chiefs.
- b. Valach and Zelinski to review / update board’s rules and regulations.

**B. ECONOMIC INTEREST STATEMENTS**

- a. All members are complete.

**C. REVIEW / APPROVE SUBMITTED REQUESTS**

NO VOTE TO BE TAKEN ON ANY ISSUE. NO QUORUM.

**D. NOMINATION / ELECTION PROCESS:**

- a. Two (2) spots up for election, Klavohn and Obidowicz.
- b. Email will be sent for nominations May 8 and due May 19 by 4:00 pm.
- c. Election will take place from June 1 – 8.
- d. Results will be counted June 9 and ratified at the July meeting.

**NEXT MEETING**

Next regular meeting scheduled for July 24, 2023 at 11:00 am.

**ADJOURNMENT**

NO VOTE TO BE TAKEN ON ANY ISSUE. NO QUORUM.

Meeting ended at 11:11 am.

\_\_\_\_\_  
Joe Valach, Vice Chair

\_\_\_\_\_  
Date

**APPROVED AT THE 07/31/2023 REGULAR MEETING**

\_\_\_\_\_  
Ryan Klavohn, Secretary/Treasurer

\_\_\_\_\_  
Date

Prepared by: Meghan Strimel

Appendix A

Foreign Fire Insurance Board  
**REGULAR MEETING**  
APRIL 24, 2023

**Public Present – Please Print**

Name

1. AUSTIN CRUSE
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
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