

Bolingbrook Foreign Fire Insurance Board
First Meeting Minutes
August 11, 2017
Bolingbrook Fire Station 4
1111 W. Boughton Road
Bolingbrook, IL 60440

CALL TO ORDER:

Public Safety Director Ross called the first meeting of the Foreign Fire Insurance Board to order at 9:11 a.m.

ROLL CALL:

Present: Board Members: Tom Ross, Public Safety Director
Chris Brophy, Trustee
Ryan Klavohn, Trustee
Jason Magruder, Trustee
Gary Obidowicz, Trustee
Joe Valach, Trustee

Absent Members: Tony Peloso, Trustee

Recording Secretary: Meghan Strimel

Public Present: See attachment "A"

ELECTION:

- On a motion made by Trustee Brophy and seconded by Trustee Magruder:
"To have a discussion on secret ballot versus an open ballot".
MOTION CARRIED UNANIMOUSLY
 - ✓ *Discussion ensued on election of Chairman, Vice Chairman, Secretary and Treasurer*
 - ✓ *Discussion on secret ballot or motions for nominations. All members agreed to continue with nominations.*
 - ✓ *All members agreed on an open discussion.*
- On a motion made by Trustee Magruder and seconded by Trustee Obidowicz:
"Open nominations for Chairman."
MOTION CARRIED UNANIMOUSLY
- On a motion made by Trustee Magruder and seconded by Trustee Obidowicz:
"Nominate Chris Brophy as Chairman."
MOTION CARRIED UNANIMOUSLY
- On a motion made by Trustee Magruder and seconded by Trustee Klavohn:
"By acclamation Chris Brophy is the Chairman of the board."
MOTION CARRIED UNANIMOUSLY

- On a motion made by Trustee Magruder and seconded by Trustee Obidowicz:
 “To have a discussion on the positions of Vice Chairman, Secretary and Treasurer.”
MOTION CARRIED UNANIMOUSLY

- ✓ *Discussion ensued regarding the remaining positions of the board.*
- ✓ *Required by state statute to have a treasurer, but the vice-chairman and secretary are not required.*
- ✓ *If Chairman is not at a meeting, the Vice Chairman will run the meeting.*
- ✓ *Discussion ensued regarding having a secretary/treasurer.*

- On a motion made by Trustee Magruder and seconded by Trustee Obidowicz:
 “Nominate Trustee Magruder as Vice Chairman.”

MOTION CARRIED UNANIMOUSLY

- Nominations for Secretary/Treasurer were discussed.

1. Chairman Brophy nominated Trustee Klavohn and Trustee Magruder seconded.
2. Trustee Klavohn nominated Trustee Peloso (absent) and Trustee Obidowicz seconded.
 - a. Chairman Brophy stated that Trustee Peloso stated that he would not be interested in the position if nominated. Trustee Klavohn stated that he would withdraw his nomination.

Chairman Brophy asked “By a show of hands, who votes for Peloso?” – No Hands

Chairman Brophy asked “By a show of hands, who votes for Klavohn?” – 5 to 1 vote

Trustee Klavohn was nominated and received the majority vote for the position of Secretary/Treasurer.

PUBLIC COMMENT:

Kevin Bramwell thanked the Trustees for volunteering their time for the Foreign Fire Insurance Board.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

- On a motion made by Vice Chairman Magruder and seconded by Secretary/Treasurer Klavohn:

“Accept the Rules and Regulations as presented with the changes as noted.”

MOTION CARRIED UNANIMOUSLY

- ✓ *AFFI Rules and Regulations language for foreign fire insurance funds.*
- ✓ *Make changes to page 2, regarding Board of Officers, Secretary/Treasurer.*
- ✓ *Make changes to items 16 and 17, combined into one.*

- On a motion made by Secretary/Treasurer Klavohn and seconded by Trustee Valach:
 “Meeting schedule will follow Fire Pension Board quarterly meetings immediately following the meeting or 11:00 am, whichever comes first, the 4th Monday of the months January, April, July and October.”

MOTION CARRIED UNANIMOUSLY

- ✓ *Rules and Regulations state the board should have quarterly meetings.*
- ✓ *Combine meeting with Fire Pension Board.*
- ✓ *Will meet immediately following Fire Pension Board meeting.*
- ✓ *Meetings will be held the 4th Monday of January, April, July, October at Fire Station 5.*
- ✓ *Monies are received in November. Gives members times to submit requests to be discussed at the next meeting.*

- Trustee Valach asked if everyone had taken the Open Meeting Act training. All trustees stated the training was completed. PSD Ross stated he will take a refresher as it has been a couple of years.

- On a motion made by Secretary/Treasurer Klavohn and seconded by Vice Chairman Magruder:

“Create a list of guidelines for proposals submitted.”

MOTION CARRIED UNANIMOUSLY

- ✓ *Expenditures will be for the benefit of the department.*
- ✓ *List of items located in the Rules and Regulations, items 3 & 4.*
- ✓ *Review semi-annually.*
- ✓ *Secretary/Treasurer Klavohn suggested having guidelines for members to submit requests to the board for review. He will work on some guidelines and bring to the October meeting.*

- PSD Ross reminded the Trustees to use their Village of Bolingbrook email account to discuss all department related business.

ADJOURNMENT:

- On a motion made by PSD Ross and seconded by Trustee Valach:
 “Adjournment at 9:31 a.m.”

MOTION CARRIED UNANIMOUSLY

 Chris Brophy, Chairman

 Date

 Ryan Klavohn, Secretary/Treasurer

 Date

APPROVED AT THE 01/22/2018 MEETING

Prepared by: Meghan Strimel