



Crystal Lakes Fire Protection District

237 Blackfoot Rd Red Feather Lakes, CO 80545

clvfd.org

Board of Directors

Study Session
September 30, 2024
Crystal Lakes Fire Station
11:30 am – 3:00 pm

Minutes

Purpose: This Study Session was scheduled to present and discuss information pertaining to District Bylaws.

- I **Call to Order:** The meeting was called to order by Chair Robin Lauric at 11:38 am.
- II **Board Members Present:** President/Chair Robin Lauric, Secretary Susan Vance, Director Tamla Blunt, Director Todd Cook, and Treasurer Tom DeMint
Board Members Absent: None
- III **Quorum:** Yes
- IV **District Members Present:** Doug Race
- V **Approval of Agenda:** No changes were brought forth. Agenda stands approved.
- VI **Order of Business:**
 - a. **Governance:** The Board began their work by identifying a set of valued norms to ensure a collaborative working environment where trust, candor, healthy discussion/debate would lead to sound decisions for the success of the District. The Board read through the entire Bylaws draft and engaged in rigorous discussion. Suggestions were offered throughout the process to update the language, add and revise sections to match state statute, and to address Board desires. Of special note, the Board discussed the need for language pertaining to emergency meetings, clarifying the duties of Directors, attendance at meetings, keeping and maintaining a Book of Actions, public conduct, and removal for cause. Much time was also given to refining Chief duties and requirements and ensuring these were in-line with

the Department's Rules and Regulations. It was suggested that Board members be required to read and attest to the Bylaws on a yearly basis.

- b. Policy:** The Board discussed possible financial policies including reserves, investments, and reimbursements. Treasurer Tom DeMint will further investigate these ideas to later share with the Board.

Director Tamla Blunt shared with the Board some code of conduct ideas. The Board discussed these and acknowledged that they are similar to the norms the Board has been working on.

It was suggested that policies of the Department such as sexual harassment and firearms, be added to District Bylaws along with technology usage.

VII Next Meeting:

The next Regular Meeting of CLFPD Board of Directors will be on October 10, 2024, at 6:00 pm at the District Fire Station, 237 Blackfoot Rd Red Feather Lakes, CO 80545.

VIII Adjournment: The study session was adjourned at 3:00 pm by Chair Lauric.

This was a Study Session at which information was presented and discussed, but no official action was taken by the Board.

Attested by: *Susan W. Vance*

Date: November 1, 2024

