

Fire Safe Sonoma
CDF West Division Headquarters
2210 W. College Ave, Santa Rosa, Ca
Minutes
November 5th, 2008

Attendees

Jack Rosevear, Vern Losh, Eric Hoffman, Marshall Turbeville, Tamara Boulton, Marjorie Conley, Nathan Garrett, Tony Walls

Consent Agenda

All present Board members unanimously approved the consent agenda. October minutes will be reviewed at December meeting.

Fire Safe Garden

Irrigation was installed and one-third of the garden area is already planted.

Doug Jones, the primary caretaker of the garden, needs tools for the garden. Jack requested money from Fire Safe Sonoma (FSS) to pay for the tools.

The garden needs signs and FSS plans to provide brochures on site. Information about the garden will also be posted on the FSS website.

The FSS Board is hopeful a Master Gardener as an official project will sponsor the garden. Jack suggested a press release for the garden and a ribbon cutting ceremony during Fire Prevention Week in May 2009. This will need to be coordinated with all entities involved. Once all who contributed to the garden are identified, FSS will offer thanks.

Grants

Caerleon needs to submit recent timesheets and expense reports for Board approval.

Update on Chipper Grant

Chipper was repaired under warranty.

Jack is to compose a waiver of liability for chipper use and formalize a usage procedure.

Jack will have both documents together by the December meeting.

The chipper will be presented at the Fire Chiefs meeting in Petaluma during the week ending on November 15th, 2008.

Chipper may need to be covered under CSA 40 insurance.

A billing program for use of the chipper must be established to secure money for repair

costs.

Legal Assistance

Tamara researched legal consultation for FSS.

The estimated cost for legal assistance is \$300 per hour.

FSS needs assistance to review the Chipper Days contracts.

Vern will contact a lawyer he knows to solicit services.

FSS Website

Jack renewed the website domain name.

The website will continue to be maintained by the County for the time being.

Budget Update

The Board will adopt 2009 budget at the December meeting. The following is a list of items that need to be included in the 2009 budget:

Legal Services

Rent (mailbox and possibly an office)

Monthly Web Fees

Chipper Maintenance (a revenue stream must also be generated)

FSS Publications (additional presentation materials)

Next Meeting.

All other agenda items were stayed until the December meeting due to time constraints.

Next meeting will be December 3rd, 2009.