

New Richmond Area Ambulance Service  
Board of Directors Meeting  
Wednesday, February 25, 2015  
6:30pm – Ambulance Garage

Call to Order: Chairperson Steve Lewis called the meeting to order at 6:30pm

Roll Call: Board members present were: Steve Lewis, John VanDyke, Jane Hansen, Craig Kittel, Randy Olson, Chris Boardman, Brad Johnson, Gary Knutson for Jim Peirson, Randy Zemke, Mike Kamm, Jerry Croes. Others present were Matt Melby, Steve Massey, Joh Eastvold, Chris Albee. Absent Willard Moeri.

Approval of Agenda: Motion to approve the agenda by Johnson and seconded by Kamm. Motion carried.

Approval of Minutes from November 9, 2014: Motion to approve the minutes made by Hansen and seconded by Kamm. Motion carried.

Financial Report – Steve Massey

- a. Year to Date financial statements: Accounts receivable and expenses to date were reviewed. The end of year numbers were better than the midyear projections due to increased transports and transfers. The insurance renewal increase will affect the 2015 budget. The year ended with 44 days cash on hand. The goal is to have 60 to 90 days cash on hand.

All municipal assessments for 2015 are collected. January financials are not yet available but can be distributed by email monthly. Expense per Transport was discussed. The cost includes Direct and fixed costs. The service is ready for growth in volume and revenue with limited increase in expense.

By-Law Change: Voting in Officers second quarter of the year:

A motion to change the NRAAS bylaws Article IX Officers:

**The officers of the organization shall consist of a chairman, vice-chairman and secretary-treasurer, who shall be elected annually by the Board at its first quarter meeting and shall serve for a period of one year or until their successors are elected, and shall constitute the Executive Board. The Executive Board shall be the administrative agency of the Service and shall carry out the policies as determined by the Board of Directors.**

to have officers “elected annually by the Board at its second quarter meeting” was made by Kittle and seconded by Zemke. Roll call was taken and passed unanimously.

By-Law change: Separating Secretary/Treasurer into two positions:

Per Melby, only three municipalities responded, with a “no” vote by Village of Star Prairie, which means no change can be made to the by-laws.

Assessments – determining model for calculation

Per a request from the last meeting, Melby brought forward a summary assessment schedule by current method (per capita = 50% and usage = 50% and compared it to a schedule by per capita only. Discussion provided that all surrounding municipal services used the “per capita” formula only. Board members did not find rationale for the current model after Hansen asked for reasons to keep the current funding model. It was determined that City of New Richmond would discuss at the next Public Protection Committee meeting and perhaps return with a request for change in the by-laws regarding the calculation model.

A motion to Table was made by Croes, seconded by VanDyke and passed unanimously.

#### Audit

An audit will be performed on the 2014 financial data and be available at the next Board of Director’s meeting.

#### Operational Report

In November an ambulance needed a new engine and it was replaced. Call volume is on target. Future equipment purchases were reviewed. 2014 total calls were 1343, an increase of 63 over 2013.

#### Announcements

Next meeting is scheduled for Wednesday, May 20, 2015 at 6:30pm

Motion to adjourn made by Kittle and Seconded by Croes. Carried. Meeting adjourned at 7:40pm

Respectfully Submitted

Jane Hansen, Treasurer/Secretary