

Meeting Minutes from conference call April 8, 2019
Ed, Karla, Don, Phil, Tom present. Marty Absent.

- Next call (calendar notification has been sent...please RSVP if you haven't yet!)
 - Monday, May 6
 - 1100 Eastern
 - 1000 Central
 - 0900 Mountain
 - 0800 Pacific
- Budget
 - Approved budget is \$34,571
 - Will be pulled from different accounts within IAFF
 - Process for payment is that invoice is submitted to Tom and he sends it onwards for processing within IAFF
 - Tom is going to look into the possibility of having recurring expenses automatically paid without having to go through this process
- Fiscal year
 - Foundation is on an October - September fiscal year
 - We are going to assume (until we hear differently) that we will be on the same.
 - Tom is going to check and see if that is the case
- Annual Report
 - We are going to plan on producing an annual report
 - Publish by mid-November (Executive Team)
- Revenue
 - Solicitation letter
 - Previous one is good to go
 - Website is up and running
 - Ed to pull the latest one and send it around one last time for review by the Executive Committee
 - Before sending it out to the YFIRES community, want to do another communication first outlining what is new, what we are doing, plans for the future. WHO WILL DRAFT THIS? ED IS WILLING TO DO SO IF EVERYONE WANTS
 - The response to this solicitation will help determine what we might need to do in the future for funds
 - Licensing Fee
 - We are going to look at the possibility of a licensing fee in the next fiscal year, spend some time getting it right
- Decision-Making process
 - Don and Karla to identify changes that need to be made in the reporting system for Short Term (stuff to do this year) and Long Term (that we will need to accommodate in next year's budget) and circulate among the Executive Team.
- Executive Team Responsibilities
 - The sustainability plan that we submitted to the board was accepted in its entirety, so what we proposed in there is a go.
- Research Project
 - Karla to write up an outline of the research project and route it around to the Executive Team for review.
 - \$10,000 allocated for this (IS THIS ON TOP OF THE \$34,000 BUDGET OR A PART OF THAT?)
- Executive Team Compensation
 - As outlined in the Sustainability Plan
 - Payment to be semi-annual
 - Tom to look into processing this now and will let us know by the end of this week.
- Meetings
 - Virtual - frequency
 - Monthly, plan on 1.5 hours for each one
 - Will schedule on a rolling basis
 - Next one May 6 (details above)
 - In-Person
 - Possibly week of July 22 in Milwaukee
 - Tom is going to look into it and let us know
 - NFPA in June will be too busy and not enough time to focus on YFIRES

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