



MINUTES  
JULY 10, 2018  
BOARD OF DIRECTORS  
LAVON VOLUNTEER FIRE DEPARTMENT  
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS  
REGULAR MEETING

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ATTENDING: MINDI SERKLAND  
KELLY TURK  
MIKE JONES

**1. THE MEETING CAME TO ORDER AT 6:02 P.M. WITH A QUORUM PRESENT.**

**2. ITEMS FOR CONSIDERATION**

**A. Discussion and action regarding the Minutes of the June 25, 2018 meeting.**

**MOTION: APPROVE THE MINUTES OF THE JUNE 25, 2018 MEETING AS PRESENTED.**

MOTION MADE: JONES

SECONDED: SERKLAND

APPROVED: UNANIMOUS

**B. Staff report regarding the formation, transition and implementation plan status.**

City Administrator Kim Dobbs provided a report.

**C. Discussion and action regarding a resolution adopting the organization bylaws and ratifying the Certificate of Formation of the Lavon Volunteer Fire Department (LVFD).**

The Board reviewed and discussed the establishment, organization, certificate of formation and by-laws of the LVFD.

**MOTION: APPROVE LVFD RESOLUTION NO. 2018-07-01 RATIFYING AND APPROVING THE CERTIFICATE OF FORMATION AND ACCEPTING AND APPROVING THE BYLAWS OF THE LVFD.**

MOTION MADE: SERKLAND

SECONDED: TURK

APPROVED: UNANIMOUS

**D. Discussion and action regarding the election of officers.**

The Board discussed the roles and duties of the offices of President, Vice President and Secretary. Due to security clearance and conflict related provisions of her employment, Ms. Serkland advised that she requested a determination form her employer regarding service as a Board Officer and could not serve as an officer until that determination had been provided.

**MOTION: NOMINATE MIKE JONES TO SERVE AS BOARD PRESIDENT AND KELLY TURK TO SERVE AS VICE PRESIDENT.**

MOTION MADE: TURK

SECONDED: SERKLAND

APPROVED: UNANIMOUS

**E. Discussion and action regarding a resolution authorizing the President, or his or her designee, to submit any and all applications for federal and/or state tax exemptions, including requesting an Employer Tax Identification Number ("EIN") with the Internal Revenue Service.**

**MOTION: APPROVE LVFD RESOLUTION NO. 2018-07-02 RATIFYING RELATED ACTIONS AND DIRECTING THAT A FEDERAL EMPLOYER IDENTIFICATION NUMBER BE OBTAINED AND THAT NECESSARY STEPS BE TAKEN TO EFFECTUATE TAX EXEMPTION STATUS INCLUDING FILINGS WITH THE SECRETARY OF STATE OF TEXAS, TEXAS COMPTROLLER OF PUBLIC ACCOUNTS AND THE INTERNAL REVENUE SERVICES.**

MOTION MADE: SERKLAND

SECONDED: TURK

APPROVED: UNANIMOUS

**F. Discussion and action regarding the opening of a bank account subject to receipt of the EIN.**

Ms. Dobbs stated that because of the LVFD's association with the City, it would be appropriate for the LVFD to bank with the City's contracted depository, Independent Bank Texas.

**MOTION: DIRECT THAT A BANK ACCOUNT BE OPENED AND MAINTAINED AT THE CITY'S CONTRACTED DEPOSITORY AND THAT SIGNATORIES BE THE PRESIDENT, VICE PRESIDENT AND TWO MEMBERS OF CITY STAFF.**

MOTION MADE: TURK

SECONDED: SERKLAND


APPROVED: UNANIMOUS

**G. Set future meetings and agendas.**

The Board determined the next meeting would be set as needed.

**3. THE MEETING WAS ADJOURNED AT 6:31 P.M.**

**DULY PASSED and APPROVED** by the Board of Directors of the Lavon Volunteer Fire Department ("LVFD") on this 10 day of September, 2018.

  
Mike Jones, President

**ATTEST:**

  
Kim Dobbs, City Administrator