

**Alabama Firefighters' Annuity & Benefit Fund**  
**Meeting Minutes**  
**Alabama Fire College 1:40 pm**  
**10/11/2012**

**Members Present:**

Dale Wyatt, Chairman

Reid Vaughan, Vice-Chairman

Billy Doss

**\*A Quorum was present at this meeting to conduct business.**

**Approval of Minutes and Financial Reports:**

**Presentation of Financial Report**

**Motion to accept financial report made by Reid Vaughan**

**Second by Billy Doss**

**Motion passed unanimously**

**Presentation of meeting minutes to be approved**

Minutes dated 09/27/2012 presented

**Motion to accept 09/27/2012 minutes made by Billy Doss**

**Second by Reid Vaughan**

**Motion passed unanimously**

Minutes dated 08/30/2012 presented. It was determined that the minutes contained a typo.

**Motion to accept 08/30/2012 minutes as written with typo made by Reid Vaughan**

**Second by Billy Doss**

**Motion passed unanimously**

Minutes dated 07/13/2012 presented

**Motion to accept 07/13/2012 minutes made by Billy Doss**

**Second by Reid Vaughan**

**Motion passed unanimously**

Minutes dated 02/14/2012 presented for signing. Minutes were previously accepted but had to be amended for accuracy before signing. No further acceptance was needed.

Minutes dated 01/25/2012 presented

**Motion to accept 01/25/2012 minutes made by Reid Vaughan**

**Second by Billy Doss**

**Billy Doss abstained from vote because he was not yet a board member at the time the minutes were recorded. Reid Vaughan and Dale Wyatt voted yes to accept minutes. Motion passed.**

A letter for a meeting to be called for the date of 10/19/2011 was stated to be found by the Secretary. It was determined that there were no minutes for 10/19/2011 because the meeting was canceled due to conflicting dates of board members.

### Reports

#### Executive Director Report

Executive Director not present. Dale will be discussing the position of the ED with the Current ED at a later date.

#### Office Manager Report

Discussion about what information had been given to the auditor at the present time.

Dale reviewed the appointment letter folder. All letters were present. This will then be given to the auditor as well.

Discussion about fire departments paying for member contributions and buy-back. If someone quits a given department what will happen with the money paid by the city and how will this be handled on the Fund's part. It was decided that further legal advice would be necessary to determine this.

### Old Business

#### Via Dale

Regions update for SAFE. Dale has taken care of this matter and has changed the bank account to a "Public Funds Account". We should be receiving an acknowledgement letter about becoming a SAFE entity.

#### Via Reid

Status of Brochures was discussed.

Discussion about Diana Hewlett's contract with the AFABF. The contract has been reviewed by Allan Rice and is ready for Dale and Diana to sign.

Decision to print 1,000 brochures. This is covered by the previous contract with AFC.

#### General Discussion

Invoice for Tiffany Crutchfield's work. Teresa Stone said we need to fill out a vender form and request a bill for Tiffany's contract.

**\*10 minute Recess\***

Discussion about buy-back options over the course of the 2 year buy-back period.

**Motion made by Reid Vaughan to allow members to buy-back time in up to four blocks over the course of two years. The amount of each block of time will be determined by the total cost amount of the individual's buy-back divided by four. Members will be able to pay up any multiple of the four equal block cost amounts but no more or less than those multiples.**

**Second by Billy Doss**

**Motion passed unanimously.**

Discussion about creating a form for the four-payment plan. This form will be created by Tiffany.

New Business

Via Dale

Charlie Dixon has been reinstated with the Fund

Billy Doss is to be reappointed sometime very soon

Discussion on board member training

Next Meeting to be held on November 1, 2012 at 1:30 at the Alabama Fire College.

**Motion to adjourn by Billy Doss**

**Second by Reid Vaughan**

**Motion passed unanimously**

 11-1-12  
Chairman Dale Wyatt/ Date

 11-1-12  
Secretary Tiffany Crutchfield