

**Alabama Firefighters' Annuity & Benefit Fund  
Meeting Minutes  
Alabama Fire College  
09/27/2012**

**Members present:**

Chairman Dale Wyatt  
Vice-Chairman Reid Vaughan  
Robert Ezekiel  
Billy Doss  
Charlie Dixon

**Guests present:**

Craig Corum  
Mike Twilley

**Secretary's report**

**Financial report presented**

**Motion for approval and to accept by R Ezekiel**

**Second by C. Dixon**

**Motion passed unanimously**

Discussion about "Risk Management" becoming a line item in financial report

Discussion about R. Ezekiel preparing a budget for the Fund

**Meeting minutes presented**

**Dale Wyatt recommended a motion to accept 04/05/2012 meeting minutes**

**Motion to accept minutes by R. Ezekiel**

**Second by C. Dixon**

**Motion passed unanimously**

**Motion to accept 06/19/2012 meeting minutes by B. Doss**

**Second by R. Ezekiel**

**Motion passed unanimously**

**Motion to accept 02/14/2012 meeting minutes as amended by R. Vaughan regarding the AFC contract of which a motion was made by R. Vaughan and Second by C. Dixon and was passed unanimously.**

**Second by R. Ezekiel**

**Motion passed unanimously**

## Old Business

### D. Wyatt Report

The Fund met with the auditors today at 12:00 noon.

R. Ezekiel and D. Wyatt report to have met with Mark Boardman for legal advice. No expense was incurred for this advising. M. Boardman recommended that there be one notary seal for each of the signatures on the Volunteer Affidavit.

Discussion on D. Wyatt's meeting with Milton Parsons. Stated that he relayed to M. Parsons that the Fund may need to make some changes regarding the Executive Director's position with the Fund. M. Parsons stated that he still desired to be Executive Director. Dale will be talking to Milton more at a later date. No action will be made today.

### R. Vaughan Report

R. Vaughan spoke with the Department of Revenue and if a county sends separate checks and not one complete check, we should contact the Department of Revenue and they will contact the county and recommended that the county change the way they send out checks.

Discussion on gaining contact information for the Income Tax Division

Discussion on contact information for counties

Discussion about wanting to use same contract with Diana Hewlett as Tiffany Crutchfield's contract as signed between the AFABF and Diana. Must contact Allen Rice and Diana about this.

## New Business

### Dale Wyatt Report

Dale is going to check with the Governor's office about C. Dixon's appointment.

Dale is going to meet with Milton Parsons on status as ED of the Fund.

Dale will be drafting a letter to the Alabama Fire College Foundation about making a donation to the AFABF

Charlie Dixon wants Dale to draft an additional letter to Charlie's church for a donation.

### Secretary's Report

Presentation of members to be accepted

John Entrekin- Mt. Brook

Bradley McCain- Mt. Brook

Michael Box – Mt. Brook

Heathe Watkins – Mt. Brook

Jeff Byars

James Ray

**Motion to accept new members by Reid Vaughan**

**Second by C. Dixon**

**Motion passed unanimously**

Discussion about the letter sent from Monroe County that has not cleared their books. The letter will be sent back to the county requesting a replacement check. We never received and/or deposited the check for \$92.00.

Reported that next member draw from accounts will be on October 1<sup>st</sup> for five individuals. No money has been received from Mt. Brook members as member dues at this time.

Discussion on the iTreasury fee for Reid and Tiffany's access to the Auto Debit account. This will be \$6 for the each of us in addition to the \$55 monthly upkeep fee.

Other Reports and Discussions under New Business

Discussion from Dale about having two people open mail and deposit checks. This may be a problem with only one part-time employee.

Discussion about the necessary documents and who will produce them to give to auditor

Discussion to buy a recorder for meeting minutes

**Motion made by R. Vaughan**

**Second by B. Doss**

**Motion passed unanimously**

Questions from Guests

Discussion about notarized forms and if they can be faxed. The Fund must have original documents.

Next meeting to be held on November 1, 2012 at 1:30 pm at AFC.

**Motion to adjourn by R. Vaughan**

**Second by R. Ezekiel**

**Motion passed unanimously**

 10-11-12  
Chairman Dale Wyatt/ Date

  
Secretary Tiffany Crutchfield