

Liberty Fire Department Monthly Liberty Board Meeting Minutes

Meeting Date and Time	
Date of Meeting:	February 4, 2024
Time of Meeting:	4:00 PM
Meeting Location	
Location of Meeting:	Liberty Station Hwy 90 DeFuniak Springs, Florida 32433
Meeting Attendees	
Present at Meeting:	Mike Engle, Chairman ; Tony Roy , Secretary ; Philip Canterbury , Board Member ; Randi Lightner , Board Member
Absent from Meeting:	John Bottoms, Treasurer

The regular meeting of the Liberty Board of Liberty Fire Department was called to order at 4:00 PM on February 4, 2024 at Liberty Station by Mike Engle.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved .

III. Consideration of Open Issues

1. Call To Order
Mike Engle
2. Roll Call
Mike Engle
Mike Engle, Tony Roy, Philip Canterbury present. John Bottoms absent
3. Pledge Of Allegiance
Mike Engle
4. Invocation
Tony Roy
5. Deletion Of Agenda Items
Randi Lightner
Motion made by Randi Lightner to delete treasurer report from agenda due to treasurer being absent. Second by Mike Engle. Motion passes unanimously.
6. Approval Of Fire Board Meeting Minutes
No minutes presented.
7. Web Site
Mike Engle
James Odom states the website went live on Thursday, February 1 , 2024. Philip Canterbury is in the process of getting a .gov address. Discussion to change name depending on what .gov addresses are available. Option to register to receive agendas and meeting dates via email soon to be added. No board action needed at this time.
8. Clerk Of Courts Report
Mike Engle
James Odom presented Report to the board for approval. Report shows that LFD is above average on most national standards for volunteer departments. Average response time is 8 minutes, including out of district calls. Discussion to

separate in district calls in the future to determine response time inside district alone. Majority of out of district calls are to District 11, Mossy Head. Discussion to break training down into categories in the future. Motion to accept FY2023 Clerk of Court report as presented by Tony Roy. Second by Randi Lightner. Motion passes unanimously.

9. Facilities Report

Mike Engle

Due to Walton County Planning Department March 1. James Odom states he has been emailing back and forth with the county seeking clarity on what they want in the report. James Odom plans to schedule an appointment this week with the county to determine if this report is needed and what needs to go in it if so. No board action needed at this time.

10. Crescent Accounting Contract

Mike Engle

Contract expired December 31 , 2023. Randi Lightner agrees to work with bookkeeper to set up Quickbooks and maintain it. Motion to purchase Quickbooks and work with Crescent Accounting to transfer information to Quickbooks in an amount not to exceed \$500 made by Tony Roy. Second by Philip Canterbury. Motion passes unanimously.

Agenda and Time of Next Meeting

The next meeting will be held at 7:00 PM on February 5, 2024 at:

Liberty Station

Hwy 90

DeFuniak Springs, Florida

32433

The agenda for the next meeting is as follows:

Treasurer Report , Board Position Assignments , County FY 2023 Funds , Sunbiz Yearly Report Renewal , County SLERS Radio Upgrade Letter , Direction on updating all District Accounts to include a board member and District volunteer / employee for all district accounts , Fire Chief Monthly Report , Bylaws Final Document , District Calendar Dates

The meeting was adjourned at 6:00 PM by Mike Engle.

Minutes submitted by: Randi Lightner

Minutes approved by: Mike Engle