

I.
II. **Call to Order/Roll Call/Affirmation of Quorum**

D. Seese called the meeting to order at 05:01 PM.

Attendee Name	Title	Status	Arrived
David Seese	Chairman	Present	Via Phone
David Putnam	Vice Chairman	Present	
Peggy McCool	Clerk	Present	Via Phone
Sandra Watson	Member	Present	Via Phone
Shirley Putnam	Member	Present	Via Phone
Brett Lane	Fire Chief	Present	

III. **Pledge of Allegiance**

Chief Lane led the Pledge of Allegiance to the Flag followed by a moment of silence.

IV. **Call to the Public**

V. **Reports and Correspondence**

- a. **Presentation of Personnel** – none
- b. **Fire Chief’s Report** – see attached
- c. **Board Member’s Report** – none
- d. **Attorney’s Report** – none

VI. **Consent Agenda**

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Peggy McCool
SECOND:	Shirley Putnam
AYES:	Peggy McCool, Dave Putnam, Shirley Putnam, Sandra Watson, Dave Seese

Approval of Consent Agenda

MOVE TO APPROVE ALL ITEMS ON THE DECEMBER 17, 2020 CONSENT AGENDA AS PRESENTED.

- a. **Approval of Minutes of Board of Directors’ Regular Meeting of 11/19/2020.**

VII. **Unfinished Business**

- a. **Review, discussion, and possible action regarding audit findings.**

CHIEF LANE PRESENTED AUDIT FINDINGS WITH EXPLANATIONS AND RATINGS.

MR. SEESE REQUESTED THAT ADMINISTRATIVE DESK PROCEDURES THAT ADDRESS THESE FINDINGS BE PROVIDED AT THE NEXT BOARD MEETING.

RESULT:	NO ACTION TAKEN
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VIII. **New Business**

- a. **Review, discussion, and possible action regarding acceptance of the financial reports, bank reconciliations, balance sheet and check register for the month of November.**

MOVE TO APPROVE FINANCIAL REPORTS, BANK RECONCILIATIONS, BALANCE SHEET AND CHECK REGISTER FOR THE MONTH OF NOVEMBER.

RESULT:	APPROVED [UNANIMOUS]
MOTIONED:	Dave Seese
SECOND:	Dave Putnam
AYES:	Peggy McCool, Dave Putnam, Shirley Putnam, Sandra Watson, Dave Seese

IX. Future Agenda Items

- a. A Governing Board member, the Fire Chief, or the district’s attorney may bring forth general topics for a future meeting agenda. Governing Board members, the Fire Chief, or the district’s attorney may not discuss, deliberate, or take any action on the topics presented, pursuant to A.R.S. §38-431.02(H).

X. Meeting Evaluation – Mr. Seese felt that the meeting went well.

XI. Adjournment

Dave Seese made the following motion, seconded by Dave Putnam and approved unanimously with five ayes:

MOVE TO ADJOURN THE MEETING 05:48 PM.

Next Regular Meeting on January 21, 2021 at 5:00 PM.

Minutes approved by the Picture Rocks Fire District Board at its January 21, 2021 Regular Governing Board Meeting.

Peggy McCool, Board Clerk