



California Fire Chiefs Association  
Fire Prevention Officers Section  
Southern Division

**Executive Board Meeting**

**Date: June 13, 2007**

**Location: Huntington Library, San Marino**

*The following minutes were documented as noted below. The minutes are not intended to be an exact notation but are general in nature.*

**BOARD OF DIRECTORS PRESENT:**

Ken Kraus	1 <sup>st</sup> Vice-President
Robert Nolan	2 <sup>nd</sup> Vice-President
Jill Perumean	Secretary
Ian MacDonald	Operations

Meeting Called to Order at 1515 hours by Ken Kraus

**Routine Business**

- The next meeting's raffle will be taken care of by Doug Dupree.
- Jill was reimbursed for the raffle prizes for June's meeting; Doug was also reimbursed for the prizes he has already bought for July's meeting.
- The ICC has not reimbursed So Cal FPO for the ICC classes yet. Our liaison for training is leaving so we will have a new contact for ICC; all flyers should be changed once we have the name and number for our new ICC contact.
- Robert recommended another Board meeting with Anita Jones to discuss the membership renewal process and the handling fee. Ken wants the renewals to go out right away.

**New Business**

- The Secretary, as indicated in the by-laws, should be keeping all documentation for the Board.
- Three reimbursements have been submitted for Rochester; two will come from the Code Committee budget for Jim Pettigrew (Room 409) and Mark Dossett (Room 2211). The third is for the meeting room that was approved by the Board and will come from the Board budget.
- All other reimbursements will come through Christina Jamison.

- Anita Jones is putting together our records for our taxes for our filing. Taxes are due in December; we need to file for state and federal taxes, complete the application for federal and state non-profit status, and resolve the status of our past taxes and penalties.
- Robert will type a transition sheet for Doug indicating the status of our taxes

#### **Monthly Meeting & Program Logistics**

- The July meeting will be held in Brea.

#### **Adjournment**

- The meeting was adjourned at 1615 hours.

Respectfully Submitted,

Jill Perumean, Secretary