

BOARD OF FIRE COMMISSIONERS

Tinton Falls Fire District #1

2 Volunteer Way

Tinton Falls, NJ 07753

Minutes of the Workshop Meeting November 16, 2017

The Workshop Meeting of the Board of Fire Commissioners was called to order by President Calvo at 7:01PM.

Board Attorney Braslow advised the Board that all requirements of the Open Public Meeting Laws have been met.

Roll Call- Bowles-present, Calvo-present, Costa-excused, Hawkins-excused, Kingston-present, Attorney Braslow-present.

2016 Audit- Rodney R. Haines from Holman Frenia and Allison, along with Oliver Walling and Steve Burns from Koerner & Koerner were here to discuss our 2016 Audit. The 2016 Audit has been completed and their findings of our record keeping and accounting practices are clean, and day to day operations are going well. It WAS noted that our previous auditor/accountant was using a 20 year old version of accounting principles and misreported our total assets. This issue will not have a material effect on the District and has been fixed so that going forward there will be no issues. The Auditor was also surprised that the NJ DCA did not catch this. President Calvo was concerned with the amount of time this Audit took to be completed. Mr. Haines stated this will not be an issue in the future. DCA will receive a copy of our Audit.

Changing Accounting Systems- Commissioner Calvo asked the Accounting Reps if they were familiar with Edmonds Accounting system. They said yes, and that Edmonds is not user friendly when it is not used day to day. They said all but 2 of their accounts use Quickbooks. Commissioner Calvo spoke about possibly switching over to Quickbooks as of January 1, 2018 with their help setting up the account. Quickbooks is also much less expensive.

2018 Budget Proposal- We currently have \$600,000.00 in Cap Bank. President Calvo stated he is not looking to raise the tax rate and provided the Accountants with a rough draft of the 2018 budget.

Public Comment- Wayside President Aaron Brawner asked the Accounting Reps about budgets for other Fire Companies. He wanted to know if any of them do 2,3, or 5 year budgets? Answer was NO. By law they are done yearly.

Motion to Adjourn- Motion to adjourn was make by Commissioner Bowles and seconded by Commissioner Kingston. Meeting was adjourned at 7:31PM.