



WESTERN COVENTRY FIRE DISTRICT
1110 Victory Highway, Greene, Rhode Island 02827
Phone (401) 397-7520, Fax (401) 397-1084, www.wcfd.net
Board of Directors Meeting, February 15, 2024 7:00 P.M

(Agenda Posted January 13, 2023)

AGENDA

1. Call to Order and Attendance.
2. Emergency evacuation procedure announcement.
3. Confirmation of required meeting posting and quorum.
4. Acceptance of the January 18, 2023 meeting minutes. *
5. Chief's Report to include: *
 - Department's operational and administrative activity for the past month of December 2023.
 - Chief's Comments and department notes.
6. Treasurer's Report to include: *
 - The district's financial accounting activity for the past month of December 2023 and January 2024. *
 - Approval of the Treasurer's Report.
7. Tax Collector's Report to include: *
 - Tax collection activity for the past month December 2023.
 - Approval of the Tax Collector's Report. *
8. Clerk's Comments. *
9. Approval of Changes to SAP 1212.01 PTO accrual. *
10. Approval of Changes to SAP 3100.00 Informational Reports. *
11. Discussion and Schedule of 2024-2025 upcoming financial schedule. *
12. Discussion topics for 2024-2025 budget consideration including future staffing needs. *
13. Open Forum.
14. Schedule next SAP Meeting.
15. Schedule next B.O.D. Meeting.
16. Adjournment. *

*Votes may be taken

Board of Directors

Stephen Bousquet, Richard Holt, Joe Gigliotti,
, Jillian Winemiller

District Officers

WCS Mays III – Moderator, Annie Driscoll– Tax
Collector
Sandra Mann -Treasurer, Mariann Gardener – Clerk

Chief

James Cady

“Note: Secretary of State web site posting instructions for minutes of this meeting:

*Unofficial minutes must be posted on or before, 16 days after the date of this meeting, but no later than 7 days prior to the next regularly scheduled meeting, whichever date is earlier. +**

Note: The next regularly scheduled meeting is scheduled for 2-17.

*Official minutes must be posted on or before, 30 days after the date of this meeting regardless if not reviewed by the body or chairperson of the body. **

(If the minutes have not been reviewed by the chairperson of the body, normally done at the next regularly scheduled meeting of the body, and/or not authorized for posting on the SOS website, the minutes must be reviewed by the chairperson of the body within 10 days, make all necessary and agreed upon changes/corrections, and repost the minutes on the SOS website as*

“Official Minutes as Amended.”

(+) As a precautionary measure, the above posting requirement dates are five (5) days earlier than the timely filing limits set by the RI Open Meetings Act § 42-46-7, ‘Minutes.’”