



# *Greater Houston Fire Marshal's Council*

Minutes of the Greater Houston Area Fire Marshal's Council quarterly meeting for February 11, 2013 at Doneraki's Restaurant (Gulf Gate Mall)

Meeting called to order at 11:09 by Director David Brannon with 20 members present

## **Officers Report:**

Secretary/Treasurers Report - Director Brannon gave a report for the Secretary/Treasurer. The association bank account has been moved from the JSC Credit Union to Chase Bank to facilitate access by the Treasurer. Current balance 15,676.07

Director at Large Randy Burlin – No Report

Training Director Dennis Harris – Discuss training and the classes offered through the State Fire Marshal

Co-Director Gilbert Robinson – No Report

Director David Brannon - Discuss the Council's 501 (c) Status and the need to re-affirm the council's Constitution and Bylaws at the meeting in order to maintain the 501 (c) Status. Discuss the GHAFMC Website and that a new effort will be made to bring the website online. Announce 2013 council officers will be elected at today's meeting per motion from November 2012 Meeting.

**Old Business:** None

## **New Business:**

- Randy Burlin requested that we send out an email questionnaire of what classes should be offered at 2013 Annual Conference in November.
- Greg Yount stated that anyone interested in a Situational Unit Leader class to please contact him.
- Rusty Kattner discussed a possible interest in combining future efforts with the Gulf Coast Fire Prevention Conference.
- Rusty Kattner discussed that we re-affirmed the Constitution and Bylaws that the following sections be amended to reflect the following:
  - o Article 4 Section 1 to reflect as follows: "The property, business affairs and policies of the Council shall be vested in the Board of Directors which shall consist of a Director, a Co-Director, Secretary, Treasurer, two Directors at Large, and a Training Director."
  - o Article 4 Section 5 to reflect as follows: "**SECTION 5. SECRETARY AND TREASURER**"

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- **SECTION 5A.** The Secretary shall keep records of all meetings of the Council and Board of Directors and maintain files for all records of the Council. The Secretary shall perform other duties as prescribed by the Director.
  - **SECTION 5B.** The Treasurer shall be the custodian of all funds of the Council. The Treasurer shall maintain all financial records and shall collect and disperse funds of the Council as authorized by the Board of Directors and/or membership. The Treasurer shall submit a summarized financial report to the membership at each regular meeting. The Treasurer shall submit a comprehensive written financial report annually at the last meeting of the year to the general membership of the Council and shall perform other duties as prescribed by the Chairperson.
  - **SECTION 5C.** A member of the council may be elected to hold the offices of Secretary and Treasurer concurrently.
- Motion by Gilbert Robinson, Second by Dennis Harris that we adopt the the Councils Constitution and Bylaws as amended by Rusty Katner. Motion Passed

## 2013 Officer Elections

- Nominations as follows:

Position	Name	Agency
Director	David Brannon	Pasadena FMO
Co-Director	Gilbert Robinson	Galveston FD
Training Director	Roland Garcia	Pearland FMO
Director at Large	Randy Burlin	Baytown FD
Director at Large	Dennis Harris	Texas City FD
Treasurer	Rusty Kattner	Village FD
Secretary	Frank Bengochea	Pasadena FMO

- Motion by Terry Byrd, Second Dennis Harris that we elect the council's 2013 officers by acclamation. Motion passed.

Motion to adjourn by Dennis Harris Second by Rusty Kattner, Motion Passed Meeting adjourned at 12:09