



**To:** Board of Directors  
**From:** Michael Schwartz, Fire Chief  
**Date:** July 7, 2020  
**Subject:** Election of Vice President and Committee Review & Assignments

Background

With the resignation of Director Hyde, it is necessary to fill the vacant position of Vice President. The position of Vice President fulfills the functions of the President in his/her absence. There are no rules stipulating how long a Director may serve in any position. Nor is there a requirement for the minimum amount of time serving as a director to fill the position of an officer of the board.

The Board currently has one standing committee which is the Finance Committee and is headed by Direct Beals as Secretary/Treasurer. The committee meets 30 minutes prior to each board meeting to review and discuss the District's monthly financial records. This committee should have at least two members. Sitting on this committee is voluntary, not an appointment and can be any member of the Board,

Any committee which does not meet on a regular basis is considered an ad-hoc committee and is not a standing committee.

Recommendation

1. Select a member of the Board to fill the position of Vice President; and
2. Request a volunteer(s) to sit on the Finance Committee.