



WESTERN COVENTRY FIRE DISTRICT
Bylaws and Charter Review Committee Meeting
June 7, 2012
MINUTES

Members Present

Robert Hevey

Richard Holt

Mary Ellen Carlu

Captain Robert Mann

Cheryl Wilcox, Clerk

1. ***Call to order and attendance*** – Mr. Hevey called the meeting to order at 7:00 p.m.
2. ***Confirmation of required meeting posting and quorum*** – It was confirmed by the Members and by the Clerk that the meeting was posted on time and in all required locations. There is a quorum present.
3. ***Old business***
 - a. ***Approval of 5-10-12 Minutes*** – A motion was made and seconded to approve the minutes of the May 10, 2012 meeting as written. All voted aye. No discussion. Motion carried.
4. ***New business***
 - a. ***Review of Charter as it related to agreed upon by-laws changes***
 - b. ***Other recommendations from members to be considered***

All changes to the Charter must be approved by this Board and then be approved by the Board of Directors, and then the voters.

 - The ‘glossary of defined terms’ will be the same as the By-laws
 - Capitalize all d’s in District

Discussion of boundaries in the Charter. Ms. Carlu would like a map included in the Charter. Mr. Holt would like the boundary descriptions verified. Members would like a copy of Central Coventry’s Charter to compare wording for our common boundary.

Discussion of Chief’s responsibilities.

Mr. Holt questions if maintaining mutual aid agreements should be in the Charter or the By-laws. Other members believe it is an operating function of the Chief. Mr. Holt will take that to the SAP Committee. Mutual Aid Agreements were signed by the Chief’s when there were seven (7) districts.

- Section 2, Page 4, line 4, after ‘then being held’: add: *and are listed as owning taxable property in the District*
- Section 3, Page 4, line 9: question: How many qualified voters constitute a quorum?
- Section 3, Page 4, line 10: add after ‘transaction of business at’: *the annual or special meeting*. At the end of the sentence change to: *of the District*
- Glossary By-laws, special meeting: Change Section 1.2 to Section 2.2
- Replace Section 4, Page 4, with wording from Mr. Holt with minor changes
- Section 5: spelling changes
- Section 6: spelling changes
- Section 7: spelling changes
- Section 8: spelling changes
- Section 9: re-write; speak to Glenn or Joan for a percentage. A percentage would give flexibility. Members like the idea of 1/2%

- Members stopped at Section 10.
- Mr. Hevey will send out changes discussed at this meeting

5. ***Schedule next meeting*** – The next meeting will be held on June 28, 2012.

6. ***Open forum***

7. ***Adjournment*** – A motion was made by Captain Mann and seconded by Mr. Holt to adjourn the meeting at 9:17. All voted aye. Motion carried.