

Bodega Volunteer Fire Department

Minutes – Regular Meeting of the Board

Date: 03/10/2026

Meeting Called to Order: 7:42 PM

Board Members Present: Dave, Ron, Sarah, James

Board Members Absent: None

Others in Attendance: 6 Community Members

Approval of Previous Minutes: The minutes from the previous meeting were read and approved.

---

Topics Discussed

### **1. Organizational Governance, Bylaws, and Legal Structure**

The Board reviewed attorney feedback regarding governance structure and bylaw modernization.

The attorney recommended adopting amended and restated bylaws using a modern nonprofit template. Key recommended updates include:

- Remote and hybrid meeting provisions
- Emergency and special meeting procedures
- Clear amendment processes (member vs. board authority)
- Definition of “members in good standing”
- Clarification of quorum and voting rules

It was also advised that:

- Articles of Incorporation remain brief and high-level
- Operational detail be moved into bylaws
- Meetings remain for members in good standing, with closed sessions for legal or sensitive matters
- The organization should avoid applying public agency (Brown Act) standards

- A county Board of Supervisors resolution/ordinance is needed to confirm authority related to fire service transition and asset transfer
- FEMA rules apply to rolling stock transfer

The attorney recommended:

- Using a small coordination committee to streamline communication
- Assigning a single point of contact (James) for correspondence between attorney and board for communications and document distribution

The attorney noted that bylaw and article changes require membership approval.

---

## **2. Attorney General Guidance and Donor Restrictions**

Concerns were raised regarding:

- Use of donor-restricted funds following mission or name changes
- Potential need for Attorney General (AG) review or approval

The attorney advised contacting the AG to clarify:

- Whether governance or mission changes impact donor intent
- Whether approval is required before repurposing funds

Work on bylaws may continue, but final adoption should follow AG guidance.

---

## **3. Lease Negotiations with Gold Ridge Fire Protection District**

The Board confirmed the organization is in good standing and may proceed with lease negotiations with Gold Ridge.

Key points discussed:

- Lease negotiation may proceed prior to final bylaw updates
  - Legal counsel may assist in drafting lease terms
- 

## **4. Board Structure and Membership Status**

The Board discussed:

- Current board consists of four members, with plans to expand to five after governance updates
  - Membership status is tied to annual donations (dues), which were suspended during COVID
  - The Board must determine whether to:
    - Reinstate dues
    - Set dues at zero
  - A formal definition of “members in good standing” is required for voting eligibility and governance clarity
- 

## **5. Financial Report and Reconciliation**

Treasurer’s report:

- Exchange Bank: approximately \$95,921.02
- Morgan Stanley: approximately \$442,598.70

Additional items:

- Hall bill of \$10,532 was paid
  - Post office railing repair invoice pending
  - Fundraising income and upcoming attorney costs discussed
- 

## **6. Post Office Building and Maintenance**

The Board reviewed maintenance proposals for the post office, including:

- Pressure washing
- Full exterior painting
- Deck and handrail sanding/staining
- Optional roof coating to reduce rust

Estimated costs ranged approximately \$5,000–\$5,750 (not finalized).

---

## **7. Polenta Feed Fundraiser**

The annual Polenta Feed planning is underway.

Key points:

- Approximately 140 lbs of beef stew meat required
  - Supplier comparison between Costco and Golden Gate Meats due to cost increases
  - Volunteers assigned for setup, cooking, bar, tickets, and cleanup
  - Setup scheduled several days prior; cooking begins early morning on event day
- 

## **8. Local Artists Community Event**

The Local Artists Event is scheduled for May 24, 2026.

Status:

- Event previously approved
  - Vendor participation increasing; limited remaining space (~2 vendors left)
  - Logistics include tables, porta potties, trash/recycling, and traffic control signage
  - No food service planned
- 

## **9. Facilities and Equipment Items**

- Broken clock mechanism will be replaced
  - Chair maintenance required due to worn plastic feet
  - Inventory and replacement parts needed prior to events
- 

Meeting Adjourned: 8:39 PM