

AABF Board Meeting Notes January 22, 2005

Location: Black Forest Fire Rescue Conference Room

Time: 7 pm - 9 pm

Present: Polly Bosworth, Shari Conley, Mark Larivee, Sheila Larivee, Matt Manzione, Jim Taylor, Karlene Thomas

Agenda Items:

1. **Field Reservations:** We need to submit reservation request by 1/24 by sending FAX to Park and Recreation and then pay in person. **ACTION ITEM:** Polly to send FAX request and then pay in person.
2. **Annual Report:** We need to file our Annual Report to the CO SOS by 3/31. **ACTION ITEM:** Shari and Jim to file the Annual Report online.
3. **Board Election:** The 2005 Board has been defined based on the election held in 2004. Matt Manzione (Chairperson), Karlene Thomas (Vice Chairperson), Jim Taylor (Secretary), Shari Conley (Treasurer), Polly Bosworth (Director), Jim Fanning (Director), Mark Larivee (Director), Tera Stevens (Director), and Chuck Ulen (Director). **ACTION ITEM:** Jim to contact Board members and get their contact information for future communications and the website.
4. **Insurance:** Insurance coverage should be the same as last year. **ACTION ITEMS:** Matt and Jim to review the Insurance. Mark to research Lightning Detection devices. Polly to check with Insurance provider on use of Lightning Detection devices.
5. **Areas of Responsibility:** Areas of responsibility were defined to ensure proper coverage and redundancy. There are still some vacancies where we need redundancy.

Area of Responsibility	Owners (Primary, Secondary)
Agreements/Contracts	Matt Manzione, Jim Taylor
Communications	Jim Taylor, Matt Manzione
Financial	Shari Conley, Jim Taylor
Referees	Matt Manzione, Mark Larivee
Rules	Matt Manzione, ?
Equipment	Sheila Larivee, ?
Fields	Mark Larivee, ?
Uniforms	Karlene Thomas, Polly Bosworth
Parent Contact	Mark Larivee, Karlene Thomas
Registration	Shari Conley, Jim Taylor
Awards	Polly Bosworth, Karlene Thomas
Events	Matt Manzione, Mark Larivee
Coaches	Jim Fanning, Paul Pinto
Rosters	Matt Manzione, Mark Larivee, Karlene Thomas

6. **Finances:** We have \$80.00 in Savings and \$6940.35 in Checking. **ACTION ITEM:** Shari to change Checking and Savings to Bank of Colorado and specify the AABF Officers as having Signature Authority (The checks should also be labeled to require two signatures if the check is \$500.00 or more).
7. **Meeting Adjourned:** Agreed to communicate by email until the next meeting.