

STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

7221 Stoney Point Road, Fayetteville, North Carolina 28306-8005

Telephone: (910) 424-0694 Fax: (910) 425-2795

E-Mail spfd13@nc.rr.com

March 16, 2010

SUBJECT: Minutes of the Board of Directors Meeting March 16, 2010

The monthly meeting of the Stoney Point Fire Department Inc., Board of Directors was called to order by Chairman Brown and was let in prayer by Mr. Angus Pate at 7:30 PM. The meeting was conducted at Station 19.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry Townsend	Vice Chairman
Alan Grupy	Treasurer
Angus Pate	Secretary
James P. Bullard	Member
Jerry R. Hall	Member
Joel A. Siles	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief

Members Absent:

Matthew Williams - Assistant Chief

B: ANNUAL/SPECIAL/PUBLIC HEARING MEETING:

N/A

C: READING AND APPROVAL OF THE MINUTES OF THE LAST MEETING:

Secretary Pate presented the minutes from the January 19 & February 16, 2010 Board of Directors meeting for review and approval. Chairman Brown called for the approval of the presented minutes. **MOTION** A motion was made by Mr. Larry Townsend to approve the January 19, 2010 and the February 16, 2010 minutes as presented. The motion was seconded by Mr. Jerry Hall and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

General Information: None¹

Guests: None

Personnel:

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1. Chief Johnson stated that he received several new applications for membership. He will not act on the applications until both candidates return with their back-ground checks from their perspective Sheriff's Office.
2. Chief Johnson advised the board that we currently have two openings for full time position as a result of recent terminations. He stated that a supervisor was terminated this past Monday (March 17, 2010) for a direct policy and safety violations resulting in substantial property damage to both one of our Engines (1332) and Station 19 on Wednesday March 10, 2010. The employee attempted to back 1332 back into the building while the ladder rack was down. It is our written policy that all drivers complete a 360 degree safety check around the vehicle before moving or engaging the transmission. He also failed to look into his passenger side mirror, ignored a flashing strobe light, ignored an audible warning horn and ignored the command module computer located next to the automatic gear shift indicator flashing a picture of the truck with the ladder rack down. It was obvious he was not focused on his job and was so distracted to miss all of the before mentioned safety measures. Director Townsend inquired about a post urinalysis, and Chief Johnson replied that we do have a policy in place to conduct post accident urinalysis. He stated this accident occurred on the last day of shift and the driver was send home and terminated on his first day back from his scheduled four day cycle break. He stated that we just completed an unannounced random urinalysis late last year, and he did not want to throw away additional funds to come to the same conclusion - termination.
3. Chief Johnson Sr. briefed the board members on Engineer Wallace Smith's deteriorating health condition. He is not doing well and expects it's a matter of time now. His family is by his side. He asked that we continue to pray for Wallace and his entire family. Wallace has served this department for nearly 40 years and will be missed. He was active until he no longer could attend and participate due to his medical condition. He attended our meetings well into last fall. The Chief stated he would call if anything changes with Wallace before our next meeting.

Vehicles:

1. Chief Johnson stated that Engine 1931 is in the final stages of repairs and the truck should be back on line within the next week or so. All the repairs have been completed and the crews are putting the truck back together.
2. Chief Johnson stated that Engine 1332 is in Four Oaks in Harnett County at a local paint and body shop that Triad/Pierce MFG utilizes for body repairs. VFIS Insurance was ok with that, whereas they have worked in the past with the shop and is satisfied with their work. The truck has approximately \$ 20,000 in damages that we know off and this could climb higher once the cabinets are removed. It will be out approximately 2 months.²
3. Engine 1331, 1341, and 1361 are all due for new tires. We will purchase tires on the state contract. All of the tires are worn down to the point where it will become a safety issue and therefore we will replace the tires over the next several weeks.

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4. Chief Johnson advised the board members that Command Vehicle 1991 (1984 Chevrolet Blazer) has been repainted and we should have the truck back in the next week or so. It will take us about another month or so to have the truck in service. This vehicle was purchase from Federal Surplus in Raleigh. It's a 4 wheel drive diesel with low mileage and runs good. It will be rotated between our Chief Duty Officers on a weekly basis. Each Chief is on call for 1 week every 5th week and is required to respond and supervise operations during their week on call.
5. Deputy Chief Johnson Jr., informed the board members with two of our primary Engines out of service our Reserve Engine 1311 has been placed on the front line at Station 19. He stated that this old engine acquired from the City of Fayetteville is still running good, passes service test and the auxiliary has approved to letter the truck. Currently the truck is not lettered. They also agreed to pay for a new primer pump for the truck. The cost of the lettering and primer pump will run about \$ 3,300.00. The auxiliary will use trail funds.

Grounds and Buildings:

1. Chief Johnson stated that the heat system on the sleeping quarter side of the building at Station 19 has been running on emergency heat trying to heat the building to 68 degrees. We called the builder and the fixed our problem. We will monitor this issue, whereas we had this problem with the same heating system twice already. Our building warranty expires next month.
2. Chief Johnson and the members looked at the damage at station 19 and discussed our options. VFIS asked that we send them any invoices for repairs to the building.
3. The crews are also working on Station 13's building. The entire building was washed to remove a build up of mildew. During the process we found several pieces of facial boards that required replacing. Over the next month or so, weather permitting we will replace facial boards and repaint as required.

Fire Conditions:

1. Chief Johnson Sr. passed around the February 2010 Fire Incident Run Report along with the Firehouse membership attendance roster for review. **(See Enclosure # 1)**

Training Report:

1. Chief Johnson stated that so far only 3 of our officers in the Instructor Methodology Class at FTCC have passed the test.³ He has instructed Chief Murphy our training officer to call the officer together and conduct a study group before the next testing period. It was important for all our officers to pass this course. Instructor Methodology is a requirement for officer credentialing.

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Accreditation:

1. Chief Johnson Sr. stated that on Saturday coming up March 20, 2010 starting at 8:30 am here at station 19 all the officers will meet along with selected board members for breakfast and to update our Strategic long range plan. He stated that all board members are invited and the breakfast is actually a working breakfast and we should be done by noon.
2. Chief Johnson also stated that we are on track and working on completing or various accreditation categories. He will ask Assistant Chief Clouston our Accreditation Manager to come to a future board meeting and brief and update the board.
3. Chief Johnson stated that key members again worked both February 12 & 13 on accreditation requirements at Station 13 and submitted the February Monthly Accreditation Meeting Minutes for everyone to review. **(See Enclosure # 2).**

E: REPORT OF THE TREASURER:

1. Treasurer Grupy presented the treasurers and financial report for review and approval.

Current Fund Balances:	As of today is \$	422,047.49	checking
	CD	\$ 150,791.13	North State Bank
	Total Cash Flow Available	\$ 572,838.62	Available Funds
.....			
Approved County FY 08/09 Budget	\$	768,582.00	
County Budget Funding Received YTD	\$	774,044.00	
County Budget Funding Pending YTD	\$	0.00	
County Budget Collected over approved budget	\$	5,462.00	
Approved Fayetteville FY 08/09 Budget	\$	272,670.48	
Fayetteville City Funding Received YTD	\$	204,502.86	
Fayetteville City Funding Pending YTD	\$	68,167.62	
Combined City & County Approved Budget	\$	1,041,252.48	
Combined City & County Budget Received YTD	\$	978,546.86	
Combined City & County Budget Pending	\$	68,167.62	
Other Income Hope Mills	\$	12,000.00	
Other Income CCFCA	\$		
Other Income Miscellaneous (Sales & Fuel Tax)	\$	5,091.55	
Safer Grant Income FY 09-10	\$	180,603.40	
Total Board Funds received 09/10 to date all Sources		\$	1,238,947.43⁴

2. The Board members reviewed the monthly financial business transactions, purchase orders and bank statements for the month of **February 2010** and asked several questions of Treasurer Grupy. **MOTION** Mr. Joel Siles made a motion to accept and approve the monthly (February 2010) financial transactions and treasurers report as presented by Mr.

⁴ SPFD Board of Directors Meeting March 16, 2010 Page 4 of 7

Grupy. The motion was seconded by Mr. Larry Townsend and **APPROVED** by all members present.

3. Treasurer Grupy stated that all our major bills have been paid. During this reporting period we paid out the truck and building payments and the Department of Homeland Security (DHS) owes us funding for the safer positions and we currently have about \$ 106,000.00 pending. He reminded the members that this fiscal year the match is 80/20 and at the beginning of next year the match would be 50/50.
4. There was no report from the auxiliary treasurer and Chief Johnson stated there has been no change to the ICE/Can Trailer balances. He did advise that he plans on purchasing two Garmin GPS's for a couple of apparatuses to assist in finding addresses.

F: REPORT OF COMMITTEE'S:

1. **Policy Committee** - No Report
2. **Equipment & Vehicle Replacement Committee** - Chief Johnson stated that Assistant Chief Williams is enrolled in the Instructor Methodology class and is preparing for his 90 minute class he has to present this week. He will present the policy and report in this area during our April meeting.
3. **Building & Grounds Committee** - No Report
4. **Small Tools & Gear Committee** - Chief Johnson Sr. stated that Assistant Chief Sean Johnson is out with the flu and will present his final report next month also.
5. **Budget Committee** - Johnson stated that we should receive the new budget forms from the county any day. Once the new forms are in we will transfer the data and have them ready for the April 20, 2010 meeting. We will announce this meeting to the public on our marquis at both stations. Chief Johnson stated that normally the county gives fire department a very short turn-around time. He stated that he will talk with the Fire Commissioner about county finance sending the forms out by the 1st of March and give departments a full 30 days to meet and return their budgets. He stated we would also need to adopt a budget resolution.⁵ The finance committee consists of Director Townsend, Grupy, Hall and Chief Johnson Sr.

G: OLD BUSINESS:

1. Chief Johnson Sr. and the board members discussed the various news paper articles in last Sunday's paper concerning the Public Safety Task Forces recommendation to implement a Sales Tax in lieu of Property Tax.
2. A sales tax system would provide sufficient funding to fund all the services. The paper has not fully explained the process, other then emphasizing the tax hike.

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Additional public relations work is required on this issue. Chief Johnson stated that the priority is to help the low wealth stations and then go from there.

3. Chief Johnson Sr. presented to the board two quotes for a copier replacement. One from Lafayette Business Machines and one from Cavins Business Solutions. He stated that LBM offered the best deal and was almost \$ 100.00 dollars lower-priced per month for the same type of copier.

LBM - Konica Minolta 35 pages per min 60 months @ 319.49 per month

Cavins – Copy Star 30 pages per min 60 months @ 409.00 per month

- Both copiers include Reverse auto document feeder / standard duplex service / Built in empron print controller / Scan to e-mail / booklet finisher and 2 & 3 hole punch and a 2500 sheet extra capacity cassette and maintenance.

After a discussion between the two (2) quoted models the board authorized Chief Johnson to pursue a replacement copier with LBM. **(See Enclosure # 3) MOTION** Mr. Larry Townsend made a motion to authorize Chief Johnson Sr. to coordinate with Lafayette Business Machines (LBM) for a replacement printer for Station 13 and a small low cost unit for station 19. The motion was seconded by Mr. Joel Siles and without any further discussion **APPROVED** by all members present.

3. Chief Johnson stated that we still have some station blanket throws available for sale at \$ 30.00 each in case any member wanted to purchase throws. We provided Wallace Smith with a throw on behalf of the Fire Department.

H. NEW BUSINESS:

1. Chief Johnson Sr. informed the Board Members that four (4) members - Assistant Chief Sean Johnson, Captain Brandon Hanzal, Lieutenant Tara Whitman and Firefighter Mike Long are flying to Chicago next week for a week long Haunted Trail EXPO Seminar. The expenses are being paid for with last years trail funds. These seminars are extremely beneficial to our quest and we incorporate many improvements into our annual program as a result of this valuable seminar. ⁶

They will leave on Monday March 22 and return on Monday March 29, 2010. He also stated that after their return we will have a coordination meeting and start preparing for this years event. Mr. Grupy inquired if we are still planning on moving the event to station 19 and Chief Johnson stated that it was but it would take several years to implement the move. It is our plan to lay out a plan for 19 and built it correctly while still holding the event at 13 until 19 is complete. He will keep the board abreast the situation.

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2. Chief Johnson Sr. advised that the City of Fayetteville Fire Department has purchased Mobile Data Terminal's (MDTs) and will be providing two (2) units to our department. We ordered four (4) additional units for approximately \$ 24,000.00 for a total of six (6). Funding for the four (4) units is coming from the auxiliary trail fund balance. We will in turn outfit the following units. (1331, 1332, 1932, 1361, 1371 & 1376). These units will provide leading edge automation technology into our fire apparatuses and falls in line with up coming Insurance Services Office (ISO) changes. The terminals will provide voiceless dispatch, mapping, and integrate with both dispatch and our Firehouse Software program and provide many other enhancement features. The City of Fayetteville Fire Department has provided training to 35 of our members in preparation. Installation is scheduled to start in the near future.

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Mr. Larry Townsend to adjourn. The motion was seconded by Mr. James Bullard and **APPROVED** by all members present. The meeting adjourned at 2035 hours. The next meeting is scheduled for April 1, 2010, at 7:30 pm at Station 13.

Respectfully Submitted:

Angus R. Pate

ANGUS R. PATE

Secretary

4 Enclosures:

- 1-Fire Attendance Roster February 2010
- 2-Monthly Accreditation Agenda – February 2010
3. LBM & Cavins Copier Quotes
- 4-Board Member Attendance Roster 2010



Stoney Point Fire Department

Year-to-date Incident Participation (Modified)

Activity Date Between {01/01/2010} And {02/28/2010}

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
6367 ALLEN, NICHOLAS PHILLIP	6	16	0	0	0	0	0	0	0	0	0	0	22	11.28
3758 ALPERS, JASON ANTHONY	32	13	0	0	0	0	0	0	0	0	0	0	45	23.07
3081 AUSTIN, SEAN DANIEL	29	23	0	0	0	0	0	0	0	0	0	0	52	26.66
5954 BARTLETT, EDDIE HOSTON	14	9	0	0	0	0	0	0	0	0	0	0	23	11.79
0120 BELCHER, JR., JOSEPH ALVIN	34	22	0	0	0	0	0	0	0	0	0	0	56	28.71
9942 BELDON, ANTHONY JACOB	44	34	0	0	0	0	0	0	0	0	0	0	78	40.00
2716 BROWN, AUBREY JARROD	9	1	0	0	0	0	0	0	0	0	0	0	10	5.12
1517 BROX, MATHEW TAYLOR	5	3	0	0	0	0	0	0	0	0	0	0	8	4.10
5299 BRUTON, ROBERT LESLIE	7	0	0	0	0	0	0	0	0	0	0	0	7	3.58
4969 BUIE, JAMES CALTON	8	12	0	0	0	0	0	0	0	0	0	0	20	10.25
4946 BUNCE, TRAVIS RAY	22	23	0	0	0	0	0	0	0	0	0	0	45	23.07
7727 CARLSON, CHRISTOPHER PAUL	37	21	0	0	0	0	0	0	0	0	0	0	58	29.74
8003 CHILDERS, MICHAEL BARRY	19	14	0	0	0	0	0	0	0	0	0	0	33	16.92
3477 CLARY, MARSHALL ALAN	40	27	0	0	0	0	0	0	0	0	0	0	67	34.35
8463 CLOUSTON, DERRICK SEAN	3	4	0	0	0	0	0	0	0	0	0	0	7	3.58
2271 COOK, CHRISTOPHER PHILIP	27	9	0	0	0	0	0	0	0	0	0	0	36	18.46
9244 COX, ELAINA MARIE	3	0	0	0	0	0	0	0	0	0	0	0	3	1.53
9657 DUDLEY, KENNETH RAY	35	28	0	0	0	0	0	0	0	0	0	0	63	32.30
6907 DUFFELL, CHRISTOPHER	33	0	0	0	0	0	0	0	0	0	0	0	33	16.92
1410 ENGLAND, STEPHEN COLTON	4	0	0	0	0	0	0	0	0	0	0	0	4	2.05
0981 FELIX, JESSICA ANGELINA	29	4	0	0	0	0	0	0	0	0	0	0	33	16.92
9653 GALE, CHRISTOPHER ANTHONY	11	11	0	0	0	0	0	0	0	0	0	0	22	11.28
1756 GILES, NORA L	13	3	0	0	0	0	0	0	0	0	0	0	16	8.20
8676 HANZAL, BRANDON PAUL	52	36	0	0	0	0	0	0	0	0	0	0	88	45.12
2367 HANZAL, MARCIA LYNN	20	3	0	0	0	0	0	0	0	0	0	0	23	11.79
9242 HINSON, NICHOLAS PAUL	31	19	0	0	0	0	0	0	0	0	0	0	50	25.64
1003 HUGHES, JORDAN ALYN	31	24	0	0	0	0	0	0	0	0	0	0	55	28.20
2247 JOHNSON, SEAN CHRISTOPHER	42	30	0	0	0	0	0	0	0	0	0	0	72	36.92
0935 JOHNSON, JR., FREDDY	30	25	0	0	0	0	0	0	0	0	0	0	55	28.20
4415 JOHNSON, SR, FREDDY LUDWIG	56	37	0	0	0	0	0	0	0	0	0	0	93	47.69
1459 KLINE, JOHN DAVID	16	7	0	0	0	0	0	0	0	0	0	0	23	11.79
6758 LEE, WENDELL AUSTIN	11	12	0	0	0	0	0	0	0	0	0	0	23	11.79
4437 LEVEILLE, CHRISTOPHER CY	0	1	0	0	0	0	0	0	0	0	0	0	1	0.51
1250 LIGHTNER, CHARLES PATRICK	45	36	0	0	0	0	0	0	0	0	0	0	81	41.53
6719 LONG, MIKE WESLEY	39	38	0	0	0	0	0	0	0	0	0	0	77	39.48
1581 MANLEY, DANIEL EDWARD	1	0	0	0	0	0	0	0	0	0	0	0	1	0.51
9788 MATOS, FRANDY ANEUDY	5	4	0	0	0	0	0	0	0	0	0	0	9	4.61
8756 MCDONNELL, SAMUEL PAUL	5	18	0	0	0	0	0	0	0	0	0	0	23	11.79
7185 MURPHY, KEVIN THOMAS	49	51	0	0	0	0	0	0	0	0	0	0	100	51.28
2739 McNAMARA, ROBERT ALLEN	27	30	0	0	0	0	0	0	0	0	0	0	57	29.23



Stoney Point Fire Department

Year-to-date Incident Participation (Modified)

Activity Date Between {01/01/2010} And {02/28/2010}

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
7007 OHM, CODY JAMES	3	10	0	0	0	0	0	0	0	0	0	0	13	6.66
0306 PARKER, BRIAN KEITH	15	9	0	0	0	0	0	0	0	0	0	0	24	12.30
8696 PATE, DAVID ANGUS	30	25	0	0	0	0	0	0	0	0	0	0	55	28.20
7164 PRICE, KAITLYN MARIE	12	10	0	0	0	0	0	0	0	0	0	0	22	11.28
4866 PRICE, THOMAS WALTER	21	16	0	0	0	0	0	0	0	0	0	0	37	18.97
4043 RAMSEY, JR, THOMAS WAYNE	42	50	0	0	0	0	0	0	0	0	0	0	92	47.17
2674 RASDALL, MARK ALAN	39	36	0	0	0	0	0	0	0	0	0	0	75	38.46
3816 RHODES, ROBERT DAVID	12	18	0	0	0	0	0	0	0	0	0	0	30	15.38
4043A ROBARGE, JONATHAN MICHAEL	15	12	0	0	0	0	0	0	0	0	0	0	27	13.84
9043 SILVER, RICHARD HARLIN	40	34	0	0	0	0	0	0	0	0	0	0	74	37.94
1036 SIMMONS, PHILIP NICHOLAS	5	10	0	0	0	0	0	0	0	0	0	0	15	7.69
6044 SLUSSER, JULIE ANN	15	9	0	0	0	0	0	0	0	0	0	0	24	12.30
4510 SPONAUGLE, KEVIN	0	1	0	0	0	0	0	0	0	0	0	0	1	0.51
0820 STARLING, DUSTIN SHAWN	10	13	0	0	0	0	0	0	0	0	0	0	23	11.79
8529 STEWART, DAVID ALAN	7	10	0	0	0	0	0	0	0	0	0	0	17	8.71
6004 STOUDT JR, DONALD R	18	11	0	0	0	0	0	0	0	0	0	0	29	14.87
1416 TABRAHAM, RICHARD DANIEL	11	10	0	0	0	0	0	0	0	0	0	0	21	10.76
6502 TAYLOR, DANIEL MAURICE	6	1	0	0	0	0	0	0	0	0	0	0	7	3.58
6607 TAYLOR, PAMELA MARGRET	8	0	0	0	0	0	0	0	0	0	0	0	8	4.10
9940 TAYLOR, THOMAS MONROE	13	2	0	0	0	0	0	0	0	0	0	0	15	7.69
2040 WATKINS, JESSICA MARIE	7	10	0	0	0	0	0	0	0	0	0	0	17	8.71
4752 WEEKS, JOSEPH RAY KIPPER	0	8	0	0	0	0	0	0	0	0	0	0	8	4.10
6546 WHITMAN, COURTENAY JOHN	14	2	0	0	0	0	0	0	0	0	0	0	16	8.20
2484 WHITMAN, TARA LYNN	27	4	0	0	0	0	0	0	0	0	0	0	31	15.89
5150 WILLIAMS, MATTHEW WHITAKER	21	13	0	0	0	0	0	0	0	0	0	0	34	17.43

Total Runs by Month											
Jan	108	Feb	87	Mar	0	Apr	0	May	0	Jun	0
Jul	0	Aug	0	Sep	0	Oct	0	Nov	0	Dec	0

Grand Total Runs: 195



February

SCOPE

Meeting will be the second in which staff will actively work each month in order to conduct the final preparations for our Accreditation visit.

Old Business

Committee reports (Committee Chairs)

- Policy Committee
- Apparatus Committee
- Small Tools Committee
- Web Site
- Category Reports
- Update on Risk Assessment progress

New Business

Discuss current category progress (Clouston)

Discuss status on Firehouse report templates (Melvin)

Discuss 911 issues in regards to CAD and dispatching (Johnson)

Action Items

Thursday

Meet with Mike Osborn to discuss mapping needs and reports that will be coming in the next few weeks.

Meet with Kenny Curry in regards to ongoing issues as it pertains to dispatching

Friday

Category review and reports for Cat 1, 4, 5, 6, 7, 8, 9, 10.

Start exporting reports to develop SOC

Go over Sharepoint Site



Proposal Generated for:
STONEY POINT
FIRE DEPARTMENT
FREDDIE JOHNSON
 MARCH 10-2010

12,500
 B+W.
 \$1,019



Prepared by: **DOUGLAS ESTEP**
 Color
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	48 month lease - \$379.87
	36 month lease - \$448.82

THE CUTTING EDGE OF SERVICE

OPTIONS *	Price Per Year	Price Per Month
20,000 copies EXAMPLE	\$280.00	\$23.33
	0.09 COLOR	0.014 B/W

One (1) Year Service and Maintenance Agreement includes: Toner, drums and consumables, machine parts and labor costs, scheduled maintenance checks, normal service calls, and network connectivity troubleshooting directly related to any new device installation. Service agreements increase by 10% after year one.

- * Delivery and initial setup is FREE of charge *
- * Lease Payment requires \$0 DOWN *
- * Service payments can be added to your lease, but will include tax and interest *
- * All leases incur a one time document handling fee by the lease company *
- * Customer assumes responsibility for all applicable sales tax on equipment *
- * Customer should contact insurance company to include equipment on policy *
- * PRICES QUOTED IN THIS PROPOSAL ARE GOOD FOR 30 DAYS *

Contact LBM Rep DOUGLAS ESTEP Phone #910-322-1969

ORDER



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CUSTOMER

SOLD TO Stoney Point Fire Department SHIP TO _____
 NAME Freddie Johnson NAME _____

ADDRESS _____ STREET ADDRESS _____
 CITY/STATE/ZIP _____ CITY/STATE/ZIP _____
 TELEPHONE 424-0694 CUSTOMER P.O. NUMBER _____
 DATE 3/16/10 TERMS FMV Lease

Qty.	Description	Stock No.	Serial No./Size	Unit Price	Amount
	Option 1	Speed		Lease	
1	CopyStar 300ci Color Copier	30 pages/min		Options	
	Copy/Print/Scan/Fax			60 Month:	\$409.00
	Includes Staple Finisher			48 Month:	\$449.00
	Option 2	Speed		Lease	
1	CopyStar 400ci Color Copier	40 pages/min		Options	
	Copy/Print/Scan/Fax			60 Month:	\$439.00
	Includes Staple Finisher			48 Month:	\$479.00
**	Free Lanier 5613F Copier Included	Copy/Print/Fax			

Special Instructions:
Lease Price includes toner, parts and labor for
10,000 black and white copies per month and
1,000 Color copies per month
Black and White overages billed @.012 Quarterly
Color Overages billed @.06 Quarterly
Price includes delivery, set up and training

Order Total	
Delivery/Shipping Charge	
Sales Tax: 8 % (Exempt No.)	
Sub Total	
Professional Services	
Total	
Deposit	
Balance (Freight Added to Invoice)	

District Manager: Tommy McLamb Date: _____

Sales Representative: _____ Sales #: _____ Date: _____

Customer Name: _____

Customer Signature: _____

2009

BOARD OF DIRECTORS ATTENDANCE ROSTER

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President (2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	P
02	Alan R. Grupy - Treasurer (2012)	P	A	P	P	P	P	N/A	N/A	P	P	P	P
03	Angus Pate - Secretary (2012)	P	P	P	P	P	P	N/A	N/A	P	A	P	P
04	Joel Siles - (2010)	P	A	P	A	P	A	N/A	N/A	A	P	P	P
05	James Bullard - (2010)	P	P	P	A	P	A	N/A	N/A	A	P	A	P
06	Larry Townsend V-President (2010)	P	P	P	A	P	P	N/A	N/A	P	A	A	P
07	Jerry Hall - (2010)	P	P	P	A	A	P	N/A	N/A	P	A	P	P
08	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	A	A	A	A	A	P	N/A	N/A	P	A	A	A
10	Matthew W. Williams - Asst Chief	A	A	A	A	P	P	N/A	N/A	P	A	A	P
11	Sean Johnson - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	P	P	A-E
12	Chad Autry - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	A-E	A-E	P

P-Present - A-Absent - N/A - No Meeting Conducted **A-E - Absent & not required to attend by invitation only.** **N/A No Meeting Vacation**

2010

BOARD OF DIRECTORS ATTENDANCE ROSTER

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President(2012)	P	P	P				N/A	N/A				
02	Larry Townsend V-President (2010)	P	P	P				N/A	N/A				
03	Alan R. Grupy - Treasurer (2012)	P	P	P				N/A	N/A				
04	Angus Pate - Secretary (2012)	P	P	P				N/A	N/A				
05	Joel Siles - (2010)	A	P	P				N/A	N/A				
06	James Bullard - (2010)	P	A	P				N/A	N/A				
07	Jerry Hall - (2010)	P	A	P				N/A	N/A				
08	Freddy Johnson Sr. - Chief	P	P	P				N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	P	P	P				N/A	N/A				
10	Matthew W. Williams - Asst Chief	P	A	A				N/A	N/A				
11	Sean Johnson - Asst Chief	P	P	N/A				N/A	N/A				
12	Kevin Murphy - Asst Chief	N/A	P	N/A				N/A	N/A				

P-Present - A-Absent - N/A - No Meeting Conducted **A-E - Absent & not required to attend by invitation only.** **N/A No Meeting**

ENCLOSURE # 4 Board Minutes March 16, 2010