
REGULAR MEETING NOTICE

TO: BOARD OF TRUSTEES
PHIL FRY
LARRY WINDMILLER
WENDELL UNDERWOOD
ALL OTHER INTERESTED PERSONS

DATE: JUNE 21, 2025

RE: REGULAR QUARTERLY MEETING

The next regular meeting is scheduled to be held on **Tuesday, July 1, 2025** at Roachdale Volunteer Fire Department. Please email tiffany@deeraccounting.com or call 765-653-6825 if you are unable to participate.

TENTATIVE AGENDA:

1. Minutes – April 2025 regular meeting
2. Financial Report
 - a. Financial Statement 6/30/2025
 - b. Register of Claims [4/2/25 – 7/1/25]
 - c. Bank Statement April – June 2025
 - d. 2026 Proposed Budget
 - i. Pre-Budget Worksheet – Submitted
 - ii. Public Hearing – 9/16/25 @ 6:30pm
 - iii. Public Adoption – 10/21/25 @ 6:30pm
 - e. SBOA Audit 2021-2024 – Internal Controls Policy (Resolution 2025-3)
 - f. CD – currently 4%; maturing February 2026
 - g. Regulatory Compliance:
 - i. 990 (IRS 2024) – Filed timely
 - ii. E-1 Entity Annual Reporting (SBOA 2024) – Submitted; Tentative Waiver
 - iii. Contract Attestation (DLGF 2024) – Submitted
 - iv. Engagement Uploads (SBOA) – Up to date
3. Department Financial Report and Operations Update
 - a. Generator Maintenance Emails – Routine maintenance?
 - b. Turnout Gear – everything arrived?
 - c. Replacement of #41
4. New Business
 - a. Open Door Law – Work Session was held Monday, June 9. Total cash outlay = \$11,667
 - b.
5. Public Forum

The next quarterly meeting is scheduled for October 7, 2025 at 7:00 p.m. at the Roachdale Fire Station. *2025 meetings will be held on the first Tuesday of every quarter (and December) at 7pm located at the Fire Station*

Please post: Roachdale Fire Station