



Beaver Dam/Littlefield Fire District
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Minutes A.R.S. §38-403.01

MINUTES OF SPECIAL MEETING OF DECEMBER 9, 2019

1. CALL TO ORDER:

Board Chairman Adriance called the meeting to order at 6:01 P.M. on December 9, 2019

2. ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM:

| | | |
|-----------------|-------------------|---------|
| Board Chairman: | Doug Adriance | Present |
| Board Clerk: | Tom Oliver | Present |
| Board Member: | Rodney Rutherford | Present |
| Board Member: | Dan Reber | Present |
| Board Member: | Kevin Smith | Present |

Administrative Assistant: George Burnett

Also present were: There were no other staff members present.

3. PLEDGE OF ALLEGIANCE: Not given

4. CALL TO THE PUBLIC:

There were no responses.

- 5. Discussion and possible action re: call for an executive session to review applications received for the position of Board of Directors Administrative Assistant under the A.R.S. 38-431 (A) (1).**
Board Chairman Adriance mentioned that there was no need to go into an Executive Session.
All the applicants Resumes and Applications have been numbered and no names will be used.

- 6. Adjournment of the Executive Session. No applicable.**

- 7. Reconvene the Open Meeting. Not applicable.**

- 8. Discussion and possible action re: comments needed regarding the applications and discussion and action of the applications that have been accepted for interviews.**
Board Chairman Adriance – we have 7 total resumes and applications. Let's consider 2-3 of the best applicants.
The board took the time to review the resumes and applications for the Board of Directors Administrative Assistant. All Resumes & Application are numbered from 1 through 7.
After reviewing all Resumes & Applications the board discussed the all seven of the resumes and applications.

Board Clerk Oliver mentioned that Applicant #3 resume is not in chronological order. He suggested that they be removed from consideration.

Applications 4, 5 were also removed from consideration due to the fact that they believed the experience level was not high enough.

Board Member Reber suggested that applicant #6 was in the wrong field and also suggested that they should be removed from consideration as well.

Overall the board thought that applicants #1, #2 and #7 meant the qualifications and experience that they were looking for.

Board Member Reber made a motion to interview applicants #1, #2 and #7 at a special meeting that is scheduled for December 12, 2019 at 6:00 P.M.

Board Clerk Oliver seconded the motion. Motion passed to accept applicants #1, #2, and #7 for interviews. 5-0-0.

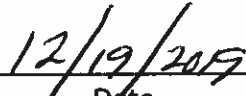
9. ADJOURNMENT:

Board Member Rutherford made a motion to adjourn. Board Member Reber seconded the motion. Motion passed to adjourn. 5-0-0

Board Chairman Adriance adjourned the meeting at 7:03 P.M. on December 9, 2019.



Beaver Dam/Littlefield
Fire District – Chairman
Governing Board



Date