

Portal Rescue, Inc.



P.O. Box 16331, Portal,
AZ 85632
(520) 558-2206

Board Meeting Minutes

Thursday, September 11, 2025, 6:00 PM (Arizona time) Portal Classroom

Board: Cary Booth, Alina Downer, Aaron Smith, David Newton, Jackie Lewis, Dennis McAvoy, & Bec Webster. Community: Bill Wilbur

1. Called Board Meeting to order at 6:01 PM AZ.
2. Adoption of agenda
 - a. Cary moved to adopt agenda as written, Jackie seconded. Non-opposed, motion carried.
3. Moment of Silence for Sept 11 remembrance.
4. Approval of Minutes of Board meeting on July 10, 2025 found at <https://portalrescue.com/gallery/PR%20Board%20Meeting%20Minutes%202025-07-10.pdf>
 - a. Cary moved to approve the meeting minutes as written, Aaron seconded. Non-opposed, motion carried.
5. Reports - inclusive of updates on projects or tasks not included in agenda below
 - a. Fire Chief: David Newton
 - i. Operations: Two smoke investigations since the July board meeting, one car fire and one tractor fire. Thanks to Animas and Rodeo fire departments for mutual aid in responding to the tractor fire .
 - ii. Training: Trainings have been well-attended
 - iii. Vehicles: All vehicles currently in service.
 - iv. Grants: See **6.c. Grant application review and status.**
 - v: Facilities: Thanks to Henry Essary for repairs to one roll-up bay door- bottom most panel to be replaced. Thanks to Chuck Detrick for landscaping maintenance around the station.
 - b. EMS Chief: Alina Downer
 - i. Operations: Five EMS calls since July, EMTs provided patient care on three calls.
 - ii. Training: Trainings have been well-attended. Carolyn organized mass-casualty training that was well-attended by volunteers and community members alike.
 - iii. Vehicles: Both vehicles currently in service, Rescue 4 to have its light bar replaced.
 - iv. Other: Three EMTs recently attended a TMC conference and one EMT attended a trauma conference. The next EMS training will have an outside instructor come in and do special training.

c. Treasurer: Jackie Lewis

i. See **Appendix A** for Treasurer's Report.

ii. 1 CD redeemed today has been deposited into our money market (checking). Vicki from Edward Jones called this morning. We were able to get a 1-year CD with maturation date in September 2026 with 3.75% interest. The best she could get. Interest rates are going down. The CD that matures in December has a 5.2% interest rate. Expectation is that the interest rate will be around 3.25% - 3.5% by the end of the month.

iii. The Workman's Compensation (WC) audit this year has been interesting and time consuming. Apparently, all of the past providers have not asked for volunteer fire fighter hours, something our new company stated is AZ required. David pulled together an hourly computation spreadsheet for the year. The new calculated premium is incorrect as they did not include \$400 monthly "wages" for all of the other volunteer members. Tammy at Southwest Risk Management is following through with Old Dominion in order to get the corrections made. I do expect a refund for the 2024/2025 year and again next year as we've already paid the higher premium.

a. The Fire Chief and Treasurer duties will need updated to include the "new" WC requirements.

iv. Electric rates went up slightly, but we will still be on budget for utilities.

d. Member without Portfolio: Dennis McAvoy Jr

i. No new reports.

e. Secretary: Bec Webster

i. No new reports.

f. VP Report: Aaron Smith

i. Update from Paul Hirt at the H.A.T. Building: New building security is working great, many thanks to Cary and David for their assistance.

g. President: Cary Booth

i. Bypassed a faulty timer switch to fix A/C unit

ii. Updated website to reflect current volunteer rosters

6. Continued Business

a. Building project progress

i. Responders Lounge- no progress.

ii. Fire Building storage -no progress.

b. Land search for radio tower status update- no progress.

c. Grant application review and status

i. State farm and Gila River applications have been denied.

ii. Still have three applications to different tribes at play- Jackie has leads on another grant and will continue to pursue those leads.

7. New Business:

a. No new business.

8. For the Good of the Order

a. Next Blood Drive: Nov 13, 2025

i. Red Cross blood drive - 27 units collected at today's blood drive. We had a "golden ticket" winner for the collectible Snoopy t-shirts. Paradise resident, Arch, was the winner! 171 units have been donated in 2025 and 1,256 units collected over the 8 years Portal Rescue has been a donation site.

ii. The next drive is scheduled for Thursday, November 13th . 10am – 3pm. This will be the 50 th blood drive at Portal Rescue!

b. October 2025 annual donation drive

- i. Jackie will get the donation drive letter printed (and hopefully mailed) while she is in Prescott.
 - c. BBQ Planning update
 - i. BBQ, November 1st, with meal beginning at 11:00. Please bring a side dish, salad or dessert.
 - ii. Games!! Brush Truck Soccer, Ball Pull, It's a Mess and Member Mingle Bingo. Prizes are mostly ready. Rain gear is available to those on the Brush Truck Soccer teams.
 - iii. Jackie will purchase burgers, beyond, buns and condiments. She will also purchase paper plates if needed. Alina will purchase beverages. Aaron will lead the team for bay preparation and set up. Aaron will also be the grill master.
 - d. Chief's Lunch
 - i. Chief's lunch is sponsored by Portal Rescue on Wednesday, November 19 th . Jackie is willing to prepare the meal but we are hoping to include a new member and former chef in the festivities.
 - e. Community open mic
 - i. Christmas Party for members and partners is scheduled for December 17 th at 5:00pm. Location is to be determined. Cave Creek Sandwich Company has been asked to provide food.
9. Adjourned at 6: 53 PM AZ.

Appendix A: Treasurer's 2025 Year-to-date Report

Jan 1 thru July 10, 2025

Checking:

Beginning Balance: \$95,860.07

INCOME: \$41,263.18

Donations: \$19,905.75

Fire Income:

Fundraising Inc: \$12,443.94

(includes donated expenses)

Grants: \$518.93

Interest Deposit: \$8,220.37

Misc Inc: \$14.19

Phone Book Sales: \$60.00

Rent: \$100.00

EXPENSES: \$35,554.49

Chief's Meetings: \$70.02

Dues: \$100.00

EMS Supply/Equip: \$2,547.34

EMS Training: 983.25

Fire Supply/Equip: \$3,130.95

Fundraising Expense: \$1,554.57

Insurance: \$10,520.

Heli Membership: \$2,875.00

Misc. Exp:

Office: \$1,618.45

Radio Ops: \$589.48

Structure Maint: \$6,140.75

Utilities: \$2,911.36

Vehicle Ops: \$2,433.32

EDWARD JONES CURRENT BALANCE:

\$101,614.85

EDWARD JONES CDs: \$205,000

Morgan Stanley (5.2%) \$30K – 12/1/2025

Goldman Sachs (4.2%) \$30K – 2/4/26

Bank America (4.05%) \$30K – 4/2/26

Wells Fargo (4.15%) \$30K – 7/22/26

American Express (4.15%) \$40K – 1/22/27

*Morgan Stanley (4.15%) \$15K – 1/22/27

*Dedicated MUMA – interest use only

Check Deposits to be made (not included above)

Fundraising Inc: Cans \$17.00

Donations: \$ 30

Cash Deposits to be made (not included above)

Rent: \$32.40

Rent: \$224.00

Donations: \$90.00

Phone book sales: \$15.00

Petty Cash on hand: \$119.30

Excess stamps on hand: \$390.00