

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE BIG ROCK FIRE PROTECTION DISTRICT**

- **Approved** Minutes of a meeting of the Board of Trustees of the Big Rock Fire Protection District held at the Big Rock Fire Station on July 14, 2026, at 10:00am.
 - **Attendees:** Brian Phillips, Wray McKenzie, and Cindy Dean. Ryan Michael and Kari Rogerson were absent. Chief Kolt O'Donnell was present.
 - **Call to Order:** The meeting was chaired by President Brian Phillips and Secretary Cindy Dean served as Secretary for the meeting. President Phillips noted that there was a quorum of trustees present and appropriate notice was given and posted.
 - **Public Comments:** None.
 - **Dave Broz from Railside Citrus Insurance:** Provided an update on the department's insurance policies/cost and recommendations for the upcoming policy year.
 - **Items Removed from the Consent Agenda:** None.
 - **Consent Agenda:** Approval of Bills for July 14, 2026, and Minutes from the Regular Meeting June 8, 2026. Motion made to approve Consent Agenda; Motion First by President Phillips, Second by Cindy Dean. Roll call vote, President Phillips, yes, W. McKenzie, yes, C. Dean, yes, unanimously approved. Motion passed.
 - **Trustee Responsibility Calendar:** The Budget.
 - **Financial Report:** Regarding insurance; will change to \$80,000. Can pass Tentative Budget today and adjust the numbers on the Final Budget.
- Per Wray; need to get together with Mike regarding changing QuickBooks Administration status to Wray to enable him to make changes when necessary.
- Wray will be contacting Resource to obtain a sign in and password for the Resource Checking Account. At the present time, Wray has the only access to the Illinois Funds account. Brian will obtain additional access to the Illinois Funds account, and Cindy will have access to the Resource Checking Account. This leaves two board members with access to each account being the Resource Checking Account and the Illinois Funds Account. Wray and Kat will have Administrative QuickBooks access.
- Kat Butler is currently completing the payroll for the department. Discussed her receiving compensation for this and other clerical duties she does for the department. Will compensate her \$2,000 per year for completing payroll two times per month, signing up new members, updating employee records etc.
- **Fire Chief Report Out:** Need to send invoice to Big Rock Plowmans Association for \$500 for two days of ambulance service during the Bull Riding Event. Working on some Grants.
 - **Trustee Comments:** **B. Phillips**, none. **W. McKenzie**, none. **C. Dean**, none.

● **Motion to Approve and File the Tentative Budget and Appropriations of the Big Rock Fire Protection District, Kane County, Illinois for the Fiscal Year Beginning June 1, 2026, and Ending May 31, 2027 (Ordinance 2026-1):** Motion made to approve Tentative Budget and Appropriations; Motion First by President Phillips, Second by W. McKenzie. Roll call vote, President Phillips, yes, W. McKenzie, yes, C. Dean, yes, unanimously approved. Motion passed.

● **Motion to Approve Resolution No. 2026-1 - For the 2025/2026 Fiscal Year, A Resolution to Move \$3,800 from the Contingency Fund to the Following: \$900 to Training; \$1,600 to Administration; \$500 to Fuel; and \$800 to Building and Grounds. Additionally, move \$3,425 from Operations and Repairs to the Following: \$250 to Utilities and \$3,175 to Legal and Accounting.** Motion made to approve Resolution 2026-1 – Resolution 2026-1 – For the 2025/2026 Fiscal Year; Motion First by President Phillips, Second by C. Dean. Roll call vote, President Phillips, yes, W. McKenzie, yes, C. Dean, yes, unanimously approved. Motion passed.

● **Adjournment of Regular Meeting:** There being no further business, the meeting was adjourned at 12:47pm on a motion made by B. Phillips and unanimously approved.