Newtown Volunteer Ambulance Association, Inc.

THESE MEETING MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF TRUSTEES

Minutes of Regular Meeting of June 13, 2023

The Board of Trustees of the Newtown Volunteer Ambulance Association held a regular meeting on Tuesday, June 13, 2023 at 6 Washington Square, Newtown, CT.

Present: Malcolm McLachlan (President), John Kortze (Vice President), Dana Demand (Treasurer), Joe Kearney and Nancy McLachlan (Trustee)
Absent: Chief Ryan Horn, Pat Llodra, Patrick Simms and Robert Soltis, MD
Staff Present: Susan Miles (NVAA Office Administrator)
Public: No public present

Call to Order:
The NVAA Board of Trustees meeting was called to order at 7:30 pm by Mr. McLachlan.

Treasurer's Report:
Mr. Demand reported that there is $91,946 on deposit at Newtown Savings Bank as of 6/10/23. The four accounts on deposit at Stifel as of 6/10/23 total $1,659,277. There is $87,000 in ambulance recovery for the month of May which is a good number. Mr. McLachlan commented that everything looks good. A motion was made by Mr. Kearney and seconded by Mr. Kortze to accept the treasurer's report. It was passed unanimously.

Acceptance of Minutes of meeting held on May 9, 2023:
There was a motion made by Mr. Kortze and seconded by Mr. Kearney to accept the minutes of the meeting held on May 9, 2023. The motion carried.

President's Report:
Mr. McLachlan commented on the monthly EMT call statistics. One EMT took 42 calls in May followed by another EMT with 26 calls. It is a tremendous help to have the college students home for the summer months to help staff the ambulance.

Mr. McLachlan mentioned that there is always ongoing maintenance work on the building – floors, lighting, heating/air, fire, etc. Our building-person is EMT Hanlon who lives nearby and continues have a high call volume in addition to keeping the building serviced. Also, retired EMT Cameron continues to do many chores for the Corps.

Old Business:
Mr. McLachlan announced that NVAA will host an Open House for the community on Sunday, July 16th from 11:00 am to 3:00 pm. We have already reserved three lunch trucks. *The Newtown Bee* will publicize the event and John Voket will provide background music. The proposed budget is roughly $7,000 for the event. We may have a CPR demo during the afternoon. EMT Nicholson and EMT Cameron are planning the Open House.

NVAC will have its own outing in August before the college students return to school.

Perhaps the NVAA Trustees can be available to meet informally during or just following an upcoming EBoard meeting. Their meetings are usually held in the mid-afternoon on Thursdays or Fridays without much lead time. The idea is that they can inform the NVAA Board of their meeting time and issue an invite to the Trustees to stop in that day.

Mr. Kortze gave an update on the blue spruce tree in memory of Harry Waterbury. The proposed price range for an 8'-10' tree is in the $350 - $400 range, not including planting or extended warranty. Perhaps we could visit Planter's Choice to narrow down the selection of the tree and determine the best season for planting.

New Business:
Mrs. McLachlan reported that she spoke with a former colleague, a nurse practitioner, who would like to give back to the community by possibly joining the NVAA Board. Her physician husband might be interested in getting involved in the medical education programs for the Corps. They are residents of Sandy Hook. Mr. McLachlan will speak with Mrs. Llodra and set up an interview for a convenient time next month.

Mr. Kortze asked for a status of the worker's compensation claims submitted by a Corps member after a recent incident and a discussion followed.

Executive Session:
A motion was passed to move into Executive Session to discuss the medic contract.

Adjournment:
Following the Executive Session, Mr. Kortze made a motion to adjourn and it was seconded by Mr. Demand. The meeting was adjourned at 8:25 pm.

Respectfully submitted,

Susan Miles for E. Patricia Llodra, Secretary
Newtown Volunteer Ambulance Association, Inc.

NEWTOWN VOL. AMBULANCE
Balance Sheet
As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	2,042,424.51
Fixed Assets	6,227,405.77
Other Assets	
1800 ACCUM DEPR	-2,390,557.43
Total Other Assets	-2,390,557.43
TOTAL ASSETS	**5,879,272.85**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	2,250.00
Total Liabilities	2,250.00
Equity	
2998 PERM RESTIRCTED NET ASSET	95,757.19
2999 UNRESTRICTED NET ASSETS	5,494,131.00
Net Income	287,134.66
Total Equity	5,877,022.85
TOTAL LIABILITIES & EQUITY	**5,879,272.85**

CASH ON HAND at 6/10/23	
NSB Main Checking	75,247
Corps' Petty	1,298
Money Market	15,401
Stifel 4728 @ 5/31/23	413,984.00
Stifel 4803 @ 5/31/23	597,909.00
Stifel 7063 @ 5/31/23	411,007.00
Stifel 2223 @ 5/31/23	236,377.00

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
May 2023

	May 23	Oct '22 - May 23	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2021- May 2022	Annual Budget
Income							
3000 FUND DRIVE	50.00	69,000.20	59,325.00	9,675.20	116.31%	73,081.80	60,000.00
3100 DONATIONS	70.18	1,331.37	3,332.00	-2,000.63	39.96%	3,907.61	5,000.00
3300 GRANTS							
3301 NEWTOWN	0.00	40,000.00	40,000.00	0.00	100.0%	40,000.00	40,000.00
Total 3300 GRANTS	0.00	40,000.00	40,000.00	0.00	100.0%	40,000.00	40,000.00
3350 Income EMT Classes	0.00	16,690.00	17,180.00	-490.00	97.15%	18,360.00	27,000.00
3601 OTHER INCOME	0.00	56,169.53	0.00	56,169.53	100.0%	-	0.00
3700 Ambulance Revenue Recovery	87,434.04	606,712.42	644,000.00	-37,287.58	94.21%	666,029.52	1,100,000.00
Total Income	87,554.22	789,903.52	763,837.00	26,066.52	103.41%	800,378.93	1,232,000.00
Expense							
4000 ACCOUNTING/Auditor							
4001 Bookkeeping	830.00	8,830.00	10,550.00	-1,720.00	83.7%	6,610.00	14,000.00
4000 ACCOUNTING/Auditor - Other	0.00	10,000.00	10,000.00	0.00	100.0%	9,400.00	10,000.00
Total 4000 ACCOUNTING/Auditor	830.00	18,830.00	20,550.00	-1,720.00	91.63%	16,010.00	24,000.00
4100 ADVERTISING	0.00	1,455.52	2,240.00	-784.48	64.98%	-	3,500.00
4300 AMBULANCE							
4301 MAINTENANCE & REPAIR	7,180.70	15,367.77	16,128.00	-760.23	95.29%	12,411.81	24,200.00
4302 Collision Repair	0.00	76,993.60	33,336.00	43,657.60	230.96%		50,000.00
4303 Equipment Repairs	0.00	418.98	3,664.00	-3,245.02	11.44%	818.03	5,500.00
4303A Equip Service Contracts	0.00	0.00	0.00	0.00	0.0%		0.00
4300 AMBULANCE - Other	0.00	0.00	0.00	0.00	0.0%		0.00
Total 4300 AMBULANCE	7,180.70	92,780.35	53,128.00	39,652.35	174.64%	13,229.84	79,700.00
5000 BANK CHARGES	0.00	969.96	2,672.00	-1,702.04	36.3%	3,534.83	4,000.00
5500 COMMUNICATIONS	152.43	6,105.98	2,872.00	3,233.98	212.6%	4,269.14	4,300.00
5700 TRAINING MEMBERS	0.00	3,451.60	11,016.00	-7,564.40	31.33%	3,284.82	15,500.00
5750 TRAINING OTHER	0.00	0.00	0.00	0.00	0.0%	-	0.00
5770 TRAINING COMMUNITY	880.00	19,272.92	16,000.00	3,272.92	120.46%	16,231.14	24,000.00
5790 UNIFORMS	725.00	9,658.80	2,000.00	7,658.80	482.94%	5,632.87	3,000.00
5800 CORPS BENEFIT	3,715.58	36,506.25	48,714.00	-12,207.75	74.94%	36,006.57	66,300.00

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
May 2023

	May 23	Oct '22 - May 23	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2021- May 2022	Annual Budget
6000 HEALTH & WELLNESS	0.00	0.00	1,336.00	-1,336.00	0.0%	-	2,000.00
7000 INSURANCE	0.00	30,516.00	30,000.00	516.00	101.72%	29,241.00	60,000.00
7100 LICENSE & REG	0.00	190.00	640.00	-450.00	29.69%	484.00	800.00
7200 MEDICAL SUPPLIES	2,022.74	14,087.72	23,336.00	-9,248.28	60.37%	19,977.79	35,000.00
7300 Office Expense & Supplies	630.18	5,166.61	4,776.00	390.61	108.18%	7,601.33	7,160.00
7500 6 WASHINGTON Maint/Costs	11,928.08	92,154.61	117,453.00	-25,298.39	78.46%	78,991.31	177,737.00
7600 TECHNOLOGY	239.06	5,806.61	10,020.00	-4,213.39	57.95%	6,295.11	15,000.00
7610 Landscape Main/Washington	0.00	4,625.00	2,860.00	1,765.00	161.71%	2,175.00	4,000.00
7901 Mortgage 6 Washington Sq	0.00	0.00	0.00	0.00	0.0%	281,066.17	0.00
8500 FUND RAISING EXPENSE	0.00	0.00	0.00	0.00	0.0%	-	7,000.00
8602 Danbury EMS back up	0.00	7,000.00	11,336.00	-4,336.00	61.75%	2,500.00	17,000.00
8700 DANBURY PARAMEDIC FEE	33,671.00	140,381.00	140,381.00	0.00	100.0%	114,135.00	174,052.00
9000 PAYROLL	1,904.56	21,904.06	22,165.00	-260.94	98.82%	16,779.14	31,500.00
9100 REFUND INSURANCE PAYMENT	0.00	811.39	1,000.00	-188.61	81.14%	-	1,000.00
9200 CAG ADMIN FEE	5,613.24	31,981.15	34,000.00	-2,018.85	94.06%	32,672.68	51,000.00
Total Expense	69,492.57	543,655.53	558,495.00	-14,839.47	97.34%	690,172.64	807,549.00
Other Expense							
9700 Trustee expense							
9701Holiday recognition	0.00	45,300.00	50,000.00	-4,700.00	90.6%	35,050.00	50,000.00
9702 Stipends	1,500.00	12,000.00	12,000.00	0.00	100.0%	17,000.00	18,000.00
9703 Scholorships	0.00	10,076.50	4,000.00	6,076.50	251.91%	5,000.00	4,000.00
9704 Legal Expenses	0.00	2,587.50	3,185.00	-597.50	81.24%	187.50	5,000.00
9705 Other Trustee Expenses	0.00	867.52	3,000.00	-2,132.48	28.92%	1,179.42	4,500.00
9706 CAG/Billing Stipend	0.00	2,500.00	3,185.00	-685.00	78.49%	-	5,000.00
9707 Bonus admin	0.00	3,000.00	3,000.00	0.00	100.0%	-	3,000.00
Total Other Expense	1,500.00	76,331.52	78,370.00	-2,038.48	97.4%	58,416.92	89,500.00
Net Revenue(loss)	**16,561.65**	**169,916.47**	**126,972.00**	**42,944.47**	**133.82%**	**51,789.37**	**334,951.00**
3501 INTEREST AND DIVIDENDS	2,114.02	22,125.12	0.00	22,125.12	100.0%		0.00
3600 INVESTMENT GAINS	-24,492.83	95,093.07	0.00	95,093.07	100.0%		0.00

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
May 2023

	May 23	Oct '22 - May 23	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2021- May 2022	Annual Budget
CAPITAL EXPENDITURES/ASSET PURCH							
Retro LED conversions inv#400660	7290						
2022 Durango Police V8 vehicle	42325						
lights,on new response car	15809						
	58134						
Stair Pro Chair for ambulance	3642						