
Bourbonnais Fire Protection District

Board of Trustees Special Meeting

Tuesday, February 7, 2023
1080 Armour Road – Station #1

1. **Call to Order:** The Special Meeting of the BFPD Board of Trustees was called to order by President Myers at 9:00 a.m.
2. **Roll Call:** President Randy Myers; Senior Trustee, Paul Grzelak; Treasurer, Bill Hemm; Secretary, Alice Argyelan; Trustee, Rob Casino; and Chief, Jim Keener. Lee Filas attended via Zoom.
3. **Public Comment:** None
4. **New Business:**
 - i. Presentation By Current Marketing Team: Lee Filas joined the meeting via Zoom platform to discuss his ideas as our Public Information Officer (PIO). Mr. Filas spoke about the types and styles of disseminating information to our communities and the importance of being clear, concise, and consistent, focusing on the following areas: Getting out among the community attending neighborhood and homeowner association meetings, issuing press releases to local media outlets, and addressing public comments expressed on social media. Trustees were able to ask questions and comment on ideas presented. Discussion ensued concerning potential efforts for when the time comes BFPD will make the decision to go for a tax referendum. The Board of Trustees communicated they look forward to initiating the Filas Marketing Consultant firm and Mr. Filas assist the District as PIO as approved at the September 27, 2022, meeting.
 - ii. Other Business: President Myers reminded the Trustees of the need to complete a performance appraisal for Chief James Keener. Secretary Argyelan will disseminate the new 360 Degree Performance Appraisal Forms with a request they be complete and submitted back to her by February 20th. President Myers will choose a Trustee to join him in presenting the evaluation results to Chief Keener.

Adjourn

A motion was made by Treasurer Hemm, seconded by Trustee Casino at 10:47 a.m. to adjourn the Special Meeting of the BFPD Board of Trustees. Motion carried by unanimous voice vote.

Alice E. Argyelan, Secretary

Randy Myers, President