

**EAST HAMPTON AMBULANCE ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
Location: 4 Middletown Ave, East Hampton, CT
Date: Tuesday, April 15, 2025
Time: 6:30 p.m.
MINUTES**

Board Members in Attendance: President, Debra Mayer; Vice President, Nancy Brown; Treasurer, Alan Hurst; Secretary, Lori Lanzi; Members, Kevin Kiely, Greg Pugatch, Liz Whitty

Service Corp Member(s) in Attendance: Barbara Sargent, Betty Donnelly, Tom Donnelly, Chris Wherry, Kim Danaher, Dave Whitty, Delores Morgano, Mary Bona

Guest: Richard Knotek, Town Council Board Member

Call to Order & Pledge of Allegiance

Debra Mayer called the meeting to order at 6:30 p.m.

Adoption of Agenda

A motion was made by Lori Lanzi, seconded by Alan Hurst, to adopt the agenda with the following amendments: Move Agenda item 7.a. — EH Ambulance Task Force: Richard Knotek, Chairman — to Agenda item 2.b., add Agenda item 2.a. — Nominating Committee, and add Agenda item 9.b. — Suggestion Box. Vote 6-0 Motion passed

Nomination

A motion was made by Lori Lanzi to vote Greg Pugatch into the open Member at Large position on the Board of Directors, seconded by Nancy Brown. Vote 6-0 Motion passed

Guest Speaker

Richard Knotek, who chaired the Town of East Hampton Ambulance Task Force, joined us this evening to share the process the task force used to determine the future direction of the East Hampton Ambulance Association (EHAA)."

Approval of minutes

A motion was made by Lori Lanzi to accept the minutes from February 18, 2025 and March 4, 2025 as written, seconded by Kevin Kiely. Vote 6-0 Motion passed

Public Remarks

None

Treasurer's Report

Alan Hurst reviewed the February and March 2025 budget reports. Lori Lanzi asked if under Payroll; does the Chief line item include the Chief of Service and Assistant Chief. Alan Hurst confirmed it does. Lori Lanzi inquired whether the \$108,000.00 funding from the Town of East Hampton, if approved, will be recorded as a separate line item designated specifically for overnight shift. Alan Hurst confirmed that it would be listed as a separate line item.

Chief of Service Report

Donald Scranton emailed the April 2025 Chief of Service Report to Board members in advance of tonight's meeting. Additionally, Debra Mayer and Lori Lanzi met with Donald Scranton and Maddy Starr to develop a standardized format for the monthly Chief of Service Report. This new standardized report will be implemented starting in May 2025.

Kim Danaher shared today and tomorrow, members of the East Hampton Ambulance Association did/will participate in the City of Middletown's Mass Casualty Incident (MCI) training exercise.

A motion was made by Lori Lanzi, to approve the vehicle repair invoice of \$2,914.88 payable to Eastford Fire & Rescue Sales, seconded by Nancy Brown. Vote 7-0 Motion passed

Committee Reports

- Scholarship Committee: Liz Whitty provided an update on the committee's progress to date. It was noted that a written acknowledgment is required for any charitable contribution of \$250 or more, and this documentation must be included in thank-you notes to donors.

Additionally, remaining funds from Kate Morris's contribution will be allocated to support young people in the community who are facing social challenges.

Kim Danaher shared she has joined the Scholarship Committee and has volunteered to write thank-you notes to donors.

Alan Hurst noted the deadline for scholarship application for high school is May 1, 2025.

- Finance Committee: Alan Hurst reported Nancy Reilly, CPA and Steve Greco, Financial Advisor, have agreed to join our Finance Committee. Alan Hurst will be meeting with Greg Pugatch to see if there is an interest to join this committee.

- Personnel Committee: Lori Lanzi reported Bylaw revisions have not yet been completed. The committee will be seeking a legal review of the Bylaws before finalizing the revisions.

- Debra Mayer and Lori Lanzi announced we will be holding "Meet the Board of Directors" event on two separate dates in May. During these events the Board will share the results of the EHAA Survey.

Continued Business

Liz Whitty and Lori Lanzi completed the New Board Member Orientation packet and Greg Pugatch was the first new Board member to receive a copy.

New Business

- Suggestion Box: Lori Lanzi distributed a copy of the Suggestion Box idea. The goal is to encourage members to share ideas and concerns with the Board of Directors. Submitted suggestions will be reviewed and discussed monthly.

- Lori Lanzi distributed a list of Accomplishments for 2025. The list will be updated on a monthly basis.

- 2025-2026 FY Budget: A motion was made by Alan Hurst, to approve the EHAA 2025-2026 Fiscal Year Budget as presented to the Task Force, Town Council, and Board of Finance, seconded by Kevin Kiely. Vote 7-0 Motion passed

- Alan Hurst requested we add Fundraising to our May 20, 2025 agenda.

Adjournment

Lori Lanzi made a motion to adjourn the meeting at 7:17 p.m., Alan Hurst seconded the motion. Vote 7-0 Motion passed.

Minutes submitted by Secretary, Lori Lanzi