

**Riverside Volunteer Fire Department
Regular Session
Minutes
Tuesday, August 11, 2026**

CALL TO ORDER

Call to Order 7:30pm by Brandon Tucker, President

Announcement of Quorum: Brandon Tucker, Matthew Gardner, Lisa McGilberry, Sandy Hundl

Roll Call: Sign In Sheet

Certification given the "Notice of Meeting" was posted in accordance with the Open Meeting Act.

GENERAL

Prayer by President Tucker

Pledge of Allegiance

Texas Pledge of Allegiance

Citizens Input- Agenda Items: None

CONSENT AGENDA

1. Approve minutes from the previous meetings.

Discussion: Under Consent Agenda #1. change "Motion At" to read "Motion to".

Motion made to accept July 14, 2026 Meeting Minutes with correct to change Motion At to read Motion to

Motion: Sandy Hundl Second: Brandon Tucker Vote: Unanimous

2. Approve Treasurer/Disbursement Report.

Discussion: Reviewed and discussed Report

Motion made to accept as is.

Motion: Matthew Garnder Second: Sandy Hundl Vote: Unanimous

3. Approve claims and invoices submitted for payment.

Discussion: Reviewed and discussed Report.

Motion made to accept as presented.

Motion: Lisa McGilberry Second: Brandon Tucker Vote: Unanimous

4. Discuss and take action to transfer funds among bank accounts.

Discussion:

Pass

5. Receive monthly Chief's Report.

Discussion: Chief's Report presented by Chief Crocker

Discussion Only

BUSINESS

1. Discuss and take action on Communication Policy.

Discussion: Amendment to the By Laws and SOPs to include a Communications Policy with the added language of a selected liaison to the second paragraph of both.

Motion made to present Communications By Law amendment and Communications SOP at next RVFD Board meeting for vote to implement.

Motion: Brandon Tucker Second: Matthew Gardner Vote: Unanimous

2. Discuss and take action on Public Information Policy.

Discussion: Reviewed the need for a PIA policy to guide the RVFD in the release of documents. Reviewed presented policy, suggested changing President to Executive Board President.

Motion: motion made to accept the Open Record Policy with the suggested changes.

Motion: Matthew Gardner Second: Lisa McGilberry Vote: Unanimous

3. Discuss and take action on roll assignments of the Riverside Volunteer Fire Department Executive Board.

Discussion: As several positions on the Executive Board are coming up for re-election, (President, Tactical Liaison, and Secretary) it was suggested that Brandon Tucker may consider moving to the Vice Presidents and Matthew Gardner move to President, if interested and voted on.

Discussion Only

4. Discuss and take action on Duty Crew coverage hours.

Pass

5. Discuss and take action on the Treasurer's expectations.

Pass

6. Discuss and take action on Administrative Assistant expectations as related to financial processing.

Pass

7. Discuss and take action on the Bunker Program.

Discussion: Reviewed 1st draft of Resident Firefighter Program Policy

Discussion Only

8. Discussion and update from the Strategic Planning Committee

Discussion: Met with ESD, discussed goals, was told everything looked good. No word on a follow up meeting.

9. Update from the Planning Committee.

Discussion: Set date for Meet the Badge, October 4, 2026; Christmass gathering December 4, 2026

INFORMATION ITEMS

Public Comment- Non Agenda Items - None

Regular Board: Next Agenda Items - First Financial Banking accounts; Amendment to By Laws, Communications;

Communications SOP; Add Treasure & Admin. Assistant to Money Market account; Executive Board Members elections

Executive Board: Next Agenda Items:

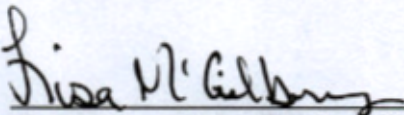
ADJOURN

Motion was made to adjourn at 9:35pm

Motion: Brandon Tucker

Second: Matthew Gardner

Vote: Unanimous



Lisa McGilberry, Executive Board Secretary