



# Newtown Volunteer Ambulance Association, Inc.

## THESE MEETING MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF TRUSTEES Meeting Minutes of October 11, 2022

The Board of Trustees of the Newtown Volunteer Ambulance Association held its regular meeting on Tuesday, October 11, 2022 at 6 Washington Square, Newtown, CT.

**Present:** Malcolm McLachlan (President), John Kortze (Vice President), Harry Waterbury (Treasurer), E. Patricia Llodra (Secretary), Chief Ryan Horn, Joe Kearney, Nancy McLachlan and Patrick Simms

**Absent:** Dana Demand and Robert Soltis, MD

**Staff Present:** Susan Miles (NVAA Office Administrator)

### **Call to Order:**

The NVAA Board of Trustees meeting was called to order at 7:27 pm by Mr. McLachlan.

### **Treasurer's Report:**

Mr. Waterbury reviewed the current financial position. Early in the month an additional \$25,000 was moved to the money market, which leaves the balance just above \$75,000. The checking balance is roughly \$39,000. The balance in the Stifel investment accounts as of today is \$1.325 million which is down by roughly \$7,000 from last month's report. There are no concerns regarding the balances of the income and expense accounts. The bookkeeper is presently finalizing the fiscal yearend reporting for 2022.

### **Acceptance of Treasurer's Report:**

There was a motion by Mrs. Llodra and seconded by Mrs. McLachlan to accept the treasurer's report. The motion passed.

### **Acceptance of Minutes from September 13, 2022:**

There was a motion from Mrs. McLachlan to accept the meeting minutes from September 13, 2022 with a correction made to the meeting address to read "Washington Square" instead of "Washington Avenue". The motion was seconded by Mr. Waterbury and passed.

### **Chief's Report:**

Chief Horn reported that the September call volume was 239 and there were 8 dropped calls: five 2<sup>nd</sup> calls and three 3<sup>rd</sup> calls. There were a total of 226 patients. Staffing levels have improved compared to last month as members are stepping up to cover shifts.

The eBoard has approved the purchase of four pelvic binders, one for each ambulance, that will help stabilize pelvic injury/fracture patients. The binders decrease mortality rates by 30%, cost \$90 each and are for one-time use. The Corps will be training on them tomorrow. Three additional binder lifts were purchased at \$575 each – one for each ambulance.

EMT Rambone is considering running a daytime (afternoon) EMT training class in the Winter in addition to the evening session. If there is not sufficient demand, the day class would fold into the evening class. A daytime class might be attractive to people who are reluctant to spend evenings out such as stay-at-home parents. EMT Rambone expects to file the paperwork to run the class.

Chief Horn has not been able to successfully locate a Ford model response car so he is looking at Dodge models, the second most popular model of response car. They are comparable in price.

The EMT liaison office at Danbury Hospital has recently revised the blood thinner protocol for patients which will free-up paramedics from these types of calls. The changes will flow through to Newtown Dispatch cards to completely implement the change.

The Chief was looking to add a CAD function to EMS Charts but is too expensive for now. He is looking to hear from Stryker on maintenance to repair cracks in the power lifts. The additional Lucas batteries will be returned to Stryker once a new invoice is sent from Stryker.

The Corps will run a File-of-Life PR event with Newtown Seniors on November 3<sup>rd</sup> to update their medical information on card magnets that are useful in case of an emergency.

The Corps participated in the recent Hook & Ladder Open House where there was a strong turnout. The PR chair is EMT Jorgenson.

Mr. McLachlan reported that the Corps will hold its annual elections of officers in November. He complimented Chief Ryan on his accomplishments this year so far and wished him well on the upcoming vote.

**President's Report:** No separate report

#### **Old Business:**

Mr. McLachlan hopes we can work out a deal for the response car soon.

The actual costs for the repairs to ambulance 97-4 are \$20,000 for the garage accident plus \$11,000 for cosmetic repairs bringing the total to roughly \$32,000 and not \$50,000

that was allocated in the budget. The adjuster has inspected the vehicle and repairs can commence in the short term.

**New Business:**

The Chief and his staff will be providing up to four names for scholarships for EMTs currently enrolled in a medical-related program in college. The amount of each award is presently \$1,000. Mrs. Llodra mentioned that we should consider increasing the amount of the scholarship awards. Mr. McLachlan indicated that this can be discussed at the November meeting.

There is \$50,000 in the budget to be allocated across the entire Corps for stipends. The eBoard will work out the various amounts depending on specific criteria such as staffing hours, etc. Every Corps member receives a stipend.

**Executive Session:** Cancelled

**Adjournment:**

Mrs. Llodra made a motion to adjourn and it was seconded by Mr. Waterbury. The motion passed and the meeting was adjourned at 8:00 pm.

Respectfully submitted,

E. Patricia Llodra, Secretary  
Newtown Volunteer Ambulance Association, Inc.

# NEWTOWN VOL. AMBULANCE

## Balance Sheet

As of September 30, 2022

Sep 30, 22

### ASSETS

#### Current Assets

Checking/Savings 117,952.93

Accounts Receivable 4,964.96

Other Current Assets 1,545,809.24

Total Current Assets 1,668,727.13

Fixed Assets 6,154,275.97

Other Assets -2,106,084.43

**TOTAL ASSETS 5,716,918.67**

### LIABILITIES & EQUITY

#### Liabilities

Total Other Current Liabilities 280,507.74

Total Current Liabilities 280,507.74

Total Liabilities 280,507.74

#### Equity

2998 PERM RESTRICTED NET ASSET 95,757.19

2999 UNRESTRICTED NET ASSETS 5,331,230.18

Net Income 9,423.56

Total Equity 5,436,410.93

**TOTAL LIABILITIES & EQUITY 5,716,918.67**

#### CURRENT CASH ON HAND 10/07/22

NSB MAIN CHECKING 46,374

NSB CORPS CHECKING 1,199

NSB MONEY MARKET 75,107

STIFEL #2223 @ 9/30/22 222,054

STIFEL #7063 @ 9/30/22 346,659

STIFEL #4728 @ 9/30/22 363,825

STIFEL #4803 @ 9/30/22 387,602

# **NEWTOWN VOL. AMBULANCE** **Profit & Loss Budget Performance (Preliminary before accruals)**

September 2022

	Sept 2022	Oct '21 - Sep 22	FYTD Budget	\$ Variance	% of Budget Attained	Last FYTD Oct 20-Sept 2021	Annual Budget
<b>Income</b>							
3000 FUND DRIVE	250.00	73,756.80	55,000.00	18,756.80	134.1%	59,234.17	55,000.00
3100 DONATIONS	318.66	6,092.87	5,000.00	1,092.87	121.86%	10,479.07	5,000.00
3300 GRANTS	0.00	40,000.00	40,000.00	0.00	100.0%	40,000.00	40,000.00
3350 Income EMT Classes	-700.00	23,610.00	18,000.00	5,610.00	131.17%	21,875.00	18,000.00
3700 Ambulance Revenue Recovery	87,124.81	993,204.95	960,000.00	33,204.95	103.46%	1,075,073.57	960,000.00
Total Income	86,993.47	1,136,664.62	1,078,000.00	58,664.62	105.44%	1,207,084.62	1,078,000.00
<b>Expense</b>							
4000 ACCOUNTING/Auditor							
4001 Bookkeeping	750.00	8,680.00	14,400.00	-5,720.00	60.28%	10,056.00	14,400.00
4000 ACCOUNTING/Auditor	0.00	9,400.00	9,500.00	-100.00	98.95%	9,000.00	9,500.00
Total 4000 ACCOUNTING	750.00	18,080.00	23,900.00	-5,820.00	75.65%	19,056.00	23,900.00
4100 ADVERTISING	0.00	0.00	2,000.00	-2,000.00	0.0%	-	2,000.00
4300 AMBULANCE							
4301 MAINTENANCE & REPAIR	1,990.36	15,966.45	22,000.00	-6,033.55	72.58%		22,000.00
4303 Equipment Repairs	0.00	847.97	5,000.00	-4,152.03	16.96%		5,000.00
4303A Equip Service Contracts	0.00	0.00	6,775.00	-6,775.00	0.0%		6,775.00
4300 AMBULANCE - Other	0.00	0.00	0.00	0.00	0.0%		0.00
Total 4300 AMBULANCE	1,990.36	16,814.42	33,775.00	-16,960.58	49.78%	24,189.84	33,775.00
5000 BANK CHARGES	641.00	4,697.39	2,500.00	2,197.39	187.9%	2,979.80	2,500.00
5500 COMMUNICATIONS	322.30	4,910.15	3,000.00	1,910.15	163.67%	385.60	3,000.00
5700 TRAINING MEMBERS	46.20	3,292.61	14,100.00	-10,807.39	23.35%	616.06	14,100.00
5750 TRAINING OTHER	0.00	0.00	0.00	0.00	0.0%	-	0.00
5770 TRAINING COMMUNITY	2,407.25	19,885.90	18,000.00	1,885.90	110.48%	21,570.19	18,000.00
5790 UNIFORMS	105.13	9,564.44	5,600.00	3,964.44	170.79%	2,294.87	5,600.00
5800 CORPS BENEFIT	6,717.62	58,645.53	38,900.00	19,745.53	150.76%	32,090.78	38,900.00
6000 HEALTH & WELLNESS	0.00	0.00	3,000.00	-3,000.00	0.0%	-	3,000.00
7000 INSURANCE	0.00	55,389.00	55,000.00	389.00	100.71%	55,023.00	55,000.00

# **NEWTOWN VOL. AMBULANCE** **Profit & Loss Budget Performance (Preliminary before accruals)**

September 2022

	Sept 2022	Oct '21 - Sep 22	FYTD Budget	\$ Variance	% of Budget Attained	Last FYTD Oct 20-Sept 2021	Annual Budget
<b>7100 LICENSE &amp; REG</b>	0.00	694.00	600.00	94.00	115.67%	168.00	600.00
<b>7200 MEDICAL SUPPLIES</b>	3,873.76	30,524.70	30,000.00	524.70	101.75%	14,504.84	30,000.00
<b>7300 Office Expense &amp; Supplies</b>	2,253.04	10,600.22	6,400.00	4,200.22	165.63%	8,971.55	6,400.00
<b>7500 6 WASHINGTON Maint/Costs</b>							
7501 CommonCharge Town (semi)	0.00	3,035.13	6,100.00	-3,064.87	49.76%	6,124.26	6,100.00
7503 CLEANING	2,096.00	13,382.00	19,400.00	-6,018.00	68.98%	16,836.10	19,400.00
7505 Maintenance Contracts	3,992.69	31,709.76	31,415.00	294.76	100.94%	21,950.63	31,415.00
7509 Misc Building Costs& Exp	2,089.03	16,069.94	40,000.00	-23,930.06	40.18%	46,568.11	40,000.00
7510 GARBAGE	96.00	1,035.60	1,100.00	-64.40	94.15%	946.00	1,100.00
7700 UTILITIES	4,994.52	53,901.74	63,471.00	-9,569.26	84.92%	51,971.22	63,471.00
<b>Total 7500 6 WASHINGTON Maint/Costs</b>	<b>13,268.24</b>	<b>119,134.17</b>	<b>161,486.00</b>	<b>-42,351.83</b>	<b>73.77%</b>	<b>144,396.32</b>	<b>161,486.00</b>
<b>7600 TECHNOLOGY</b>	307.55	7,933.54	9,600.00	-1,666.46	82.64%	8,472.51	9,600.00
<b>7610 Landscape Main/Washington</b>	0.00	3,315.00	3,500.00	-185.00	94.71%	1,915.00	3,500.00
<b>7901 Mortgage 6 Washington Sq</b>							
79011 Extra Principal Mortgage	0.00	240,168.85	200,000.00	40,168.85	120.08%	505,000.00	200,000.00
7901 Mortgage 6 Washington Sq - Other	0.00	40,897.32	103,000.00	-62,102.68	39.71%	122,691.96	103,000.00
<b>Total 7901 Mortgage 6 Washington Sq</b>	<b>0.00</b>	<b>281,066.17</b>	<b>303,000.00</b>	<b>-21,933.83</b>	<b>92.76%</b>	<b>627,691.96</b>	<b>303,000.00</b>
<b>8500 FUND RAISING EXPENSE</b>	6,363.77	6,363.77	6,300.00	63.77	101.01%	5,985.31	6,300.00
8601 Danbury Amb/WCHN back up	0.00	0.00	0.00	0.00	0.0%	136,264.00	0.00
8602 Danbury EMS back up	1,325.00	5,150.00	17,000.00	-11,850.00	30.29%	22,084.50	17,000.00
8700 DANBURY PARAMEDIC FEE	0.00	145,420.00	145,427.00	-7.00	100.0%	136,264.00	145,427.00
8900 Office Administrator	0.00	0.00	0.00	0.00	0.0%	22,084.50	0.00
9000 PAYROLL	2,123.27	26,157.26	31,000.00	-4,842.74	84.38%	9,754.98	31,000.00
9100 REFUND INSURANCE PAYMENT	0.00	0.00	1,000.00	-1,000.00	0.0%	753.44	1,000.00
9200 CAG ADMIN FEE	4,460.53	49,354.39	50,000.00	-645.61	98.71%	52,915.06	50,000.00
<b>Total Expense</b>	<b>46,955.02</b>	<b>876,992.66</b>	<b>965,088.00</b>	<b>-88,095.34</b>	<b>90.87%</b>	<b>1,210,303.51</b>	<b>965,088.00</b>
<b>Net Ordinary Income</b>	<b>40,038.45</b>	<b>259,671.96</b>	<b>112,912.00</b>	<b>146,759.96</b>	<b>229.98%</b>	<b>(3,218.99)</b>	<b>112,912.00</b>

# **NEWTOWN VOL. AMBULANCE** **Profit & Loss Budget Performance (Preliminary before accruals)**

September 2022

	Sept 2022	Oct '21 - Sep 22	FYTD Budget	\$ Variance	% of Budget Attained	Last FYTD Oct 20-Sept 2021	Annual Budget
<b>Other Expense</b>							
9700 Trustee expense							
9701 Holiday recognition	0.00	35,050.00	28,000.00	7,050.00	125.18%	16,652.50	28,000.00
9702 Stipends	1,500.00	25,000.00	25,000.00	0.00	100.0%	18,000.00	25,000.00
9703 Scholarships	0.00	5,000.00	4,000.00	1,000.00	125.0%	3,000.00	4,000.00
9704 Legal Expenses	0.00	187.50	8,000.00	-7,812.50	2.34%	960.00	8,000.00
9705 Other Trustee Expenses	159.51	1,338.93	4,500.00	-3,161.07	29.75%	2,149.12	4,500.00
9700 Trustee expense - Other	0.00	0.00	0.00	0.00	0.0%	17,000.00	0.00
Total 9700 Trustee expense	1,659.51	66,576.43	69,500.00	-2,923.57	95.79%	57,776.37	69,500.00
<b>Net Income</b>	<u>38,378.94</u>	<u>193,095.53</u>	<u>43,412.00</u>	<u>149,683.53</u>	<u>444.8%</u>	<u>(43,037.51)</u>	<u>43,412.00</u>
3501 INTEREST AND DIVIDENDS	4,187.94	33,373.42					
3600 INVESTMENT GAINS	-90,389.77	-216,477.29					

**NEWTOWN VOL. AMBULANCE**  
**Profit & Loss Budget Performance (Preliminary before accruals)**  
September 2022

**Income**

3000 FUND DRIVE	
3100 DONATIONS	
3300 GRANTS	
3350 Income EMT Classes	refunds
3700 Ambulance Revenue Recovery	
Total Income	

**Expense**

4000 ACCOUNTING/Auditor
4001 Bookkeeping
4000 ACCOUNTING/Auditor
Total 4000 ACCOUNTING
4100 ADVERTISING

4300 AMBULANCE
4301 MAINTENANCE & REPAIR
4303 Equipment Repairs
4303A Equip Service Contracts
4300 AMBULANCE - Other
Total 4300 AMBULANCE

5000 BANK CHARGES
5500 COMMUNICATIONS
5700 TRAINING MEMBERS
5750 TRAINING OTHER
5770 TRAINING COMMUNITY
5790 UNIFORMS
5800 CORPS BENEFIT
6000 HEALTH & WELLNESS
7000 INSURANCE

# **NEWTOWN VOL. AMBULANCE** **Profit & Loss Budget Performance (Preliminary before accruals)** **September 2022**

7100	LICENSE & REG	
7200	MEDICAL SUPPLIES	
7300	Office Expense & Supplies	
7500	6 WASHINGTON Maint/Costs	
7501	CommonCharge Town (semi)	new bill not rec'd
7503	CLEANING	yet
7505	Maintenance Contracts	
7509	Misc Building Costs& Exp	
7510	GARBAGE	
7700	UTILITIES	
Total 7500	6 WASHINGTON Maint/Costs	
7600	TECHNOLOGY	
7610	Landscape Main/Washington	
7901	Mortgage 6 Washington Sq	
79011	Extra Principal Mortgage	
7901	Mortgage 6 Washington Sq - Other	
Total 7901	Mortgage 6 Washington Sq	
8500	FUND RAISING EXPENSE	
8601	Danbury Amb/WCHN back up	
8602	Danbury EMS back up	
8700	DANBURY PARAMEDIC FEE	
8900	Office Administrator	
9000	PAYROLL	
9100	REFUND INSURANCE PAYMENT	
9200	CAG ADMIN FEE	
Total Expense		
Net Ordinary Income		

**NEWTOWN VOL. AMBULANCE**  
**Profit & Loss Budget Performance (Preliminary before accruals)**

September 2022

**Other Expense**

9700 Trustee expense

9701 Holiday recognition

9702 Stipends

9703 Scholarships

9704 Legal Expenses

9705 Other Trustee Expenses

9700 Trustee expense - Other

covid response /CAG  
billing stipend

Total 9700 Trustee expense

**Net Income**

3501 INTEREST AND DIVIDENDS

3600 INVESTMENT GAINS