Lake West Ambulance - Board Meeting Minutes
Tuesday, July 14, 2026

I. **Call to Order:** Tom Roof called the meeting to order at 9:00 am

Roll Call: Board Members Present: Tom Roof - Chair, Jim Mellody - Vice Chair, Ed Bryant - Board Member, Steve Christiansen - Board Member, Mark Gilbert - Board Member, Sam Elizzar - Board Member, Laura Stewart - Operations Manager, Riley Whittle - Business Manager.

II. **Public Comments & Announcements:** None

III. **Approval of Minutes:** Motion to waive the reading and certify minutes from previous meeting by Jim Mellody, 2nd by Steve Christiansen. Motion carried 6-0.

IV. **Staff Reports:**

A. **Financial Report:** Prepared by Anchor Point, presented by Riley Whittle.

Payments reviewed by Board and Financial Report noted, to be placed in file for next Audit.

B. **Business Manager Report:** Presented by Riley Whittle.

Motion to accept Business Manager Report by Steve Christiansen, 2nd by Ed Bryant. Motion carried 6-0.

C. **Operations Manager Report:** Presented by Laura Stewart.

Motion to accept Operations Manager report by Mark Gilbert, 2nd by Sam Elizzar. Motion carried 6-0.

V. **New Business:**

A. **Audit Proposal**

Motion by Ed Bryant to accept the audit proposal for $12,500. Motion 2nd by Steve Christiansen. Motion carried 6-0.

B. **Safety Deposit Box**

Motion made my Jim Mellody to change the signers on the Safety Deposit Box for Bank of Sullivan to Riley Whittle and Thomas Roof. Motion 2nd by Mark Gilbert. Motion carried 6-0.

VI. Old Business:

A. 2026-2027 Budget:

Riley Whittle presented clarifications on the budget that were asked about during the last meeting.

B. District Insurance:

Riley Whittle presented answers that were asked at the last meeting that were later received by Mike Keith Insurance.

C. Special Event Pay:

Laura Stewart presented an increase in the special event rate. Steve Christiansen made the motion to increase the special event pay to $175 per hour. Motion 2nd by Mark Gilbert. Motion carried 6-0.

D. Management Pay:

The board reviewed the proposal for a management pay adjustment. Following discussion, the Board approved a $2.50 increase for management positions. Motion to accept the $2.50 increase was made by Jim Mellody. Motion 2nd by Sam Elizzar. Motion carried 6-0.

VII. Miscellaneous Business: None

VIII. Adjournment: Motion to adjourn by Jim Mellody, 2nd by Mark Gilbert. Motion carried 6-0. Meeting adjourned at 9:35 AM.

Next Regular Board Meeting
August 18, 2026 at 9:00 AM

Certification: This is to certify that the foregoing is a true and accurate record of the minutes of proceedings for the meeting of the Board of Directors of the Lake West Ambulance District held on the date first set forth herein above.

By: ____

Riley Whittle, Secretary

Approved this _______ day of ______________________________, ______________.

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Thomas Roof, Chairman of the Board