

*Delaware Volunteer Firefighters and Ladies' Auxiliary  
Mutual Relief Association, Inc.*

MINUTES  
November 17, 2015

The meeting was called to order on Tuesday, November 17, 2015 at 7:00 p.m. at Frederica Fire House.

**Trustees Present:**

New Castle: Ed Kalinowski & Nancy Migliavacca  
Kent: Lorraine Madden & Steve White  
Sussex: Patrick Miller, Ginni Tice & Bill Tobin

**DVFA Advisory Committee Present:** John Stevenson/Station 87

**Guests:** Deb Lawhead.

**Treasurer's Report:** None.

**Payment of Bills:** None.

**Minutes:**

The Minutes of October 20, 2015 Meeting were approved as read on a motion by Ed Kalinowski and a second by Patrick Miller.

**Communications:** None.

**Trustee Reports:**

- Ed Kalinowski reported that he was reviewing the By-Laws and Constitution and feels that the only changes that need to be made deal with the language and the inclusion of the Ambulance Associations; it was decided through membership in County and State Associations the AA would be covered by MRA. It was also decided due to legalities with the incorporation that cosmetic changes to the By-Laws and Constitution will not be made at this time.

**Old Business:**

- It was discussed that the MRA would be moving forward on creating a Power Point project, explaining to the fire departments and auxiliaries what MRA offers, to assist with increasing the credibility of the MRA. Patrick Miller offered to look into the creation of a website and report back to the Association; a newsletter was also a viable option to post on the

website. The Secretary offered to create a newsletter, when the website was completed.

**New Business:**

- Chair White appointed Trustees Patrick Miller and Ed Kalinowski, along with Deb Lawhead, to create a Power Point that will be used to increase other's knowledge of the MRA and how we can be a benefit to fire departments. This information will be discussed at the December DVFA Executive Board Meeting and a target date of March 2016 was projected for completion. CJ Bens expertise will be sought to give an accurate portrayal of the two polices that Provident provides through the MRA.
- Treasurer Tobin had the 2016 MRA bill that is sent to all of the fire departments – it was updated and the Secretary will make the changes that were suggested and forward the new version to the Treasurer and Assistant Treasurer.
- It was pointed out that the DVFA MRA Funeral Expense Form will need to be updated with the correct address for the Treasurer; the Secretary will take care of this issue. It was also addressed that APPROVED minutes will be forwarded to the DVFA Office for inclusion on the website, at least until the MRA creates its own website.

**Good of the Association:** The next three meetings are as follows: Tuesday, January 19, 2016 at 7 p.m., Monday, February 15, 2016 at 7 p.m. and Tuesday, March 15, 2016 at 7 p.m. – all of the meetings will be held at the Frederica Fire Department.

The meeting was **adjourned** at 8:13 p.m.

Respectfully submitted,  
Ginni Tice  
Secretary, MRA