

THE FIRE SERVICE SECRETARY & TREASURER MANUAL

WRITTEN BY BRADLEY M. PINSKY, ESQ.

NEW YORK STATE EDITION
FOR FIRE DISTRICT, FIRE DEPARTMENT AND FIRE COMPANY SECRETARIES AND TREASURERS

MEETING MINUTES OF THE MAYDAY FIRE DEPARTMENT

Meeting Date: July 1, 2017 @ 0911
Held at: Jan Street, Station 1
Attendance: See meeting list
OPENING: Pledge of Allegiance and National Anthem
REPORTS:

- President gave report on the meeting of the fire department.
- Open meeting involved to be subject to the fire department.
- Treasurer presented the attached to the fire department report on the review.
- Secretary noted the meeting.
- President reported the backup system and the participation of the fire department.

Form **990**

Return of Organization Exempt From Income Tax

Under section 501(c)(3), 501(c)(29), or 4947(a)(2) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Information about Form 990 and its instructions is at www.irs.gov/form990.

For the 2015 calendar year, or for fiscal years ending 2015, and ending:

1. Name of the organization: _____

2. Mailing address (do not leave blank): _____

3. City or town, state or province, country, and ZIP or foreign postal code: _____

4. Telephone number: _____

5. E-mail address: _____

6. Website: _____

7. Form of organization: ☐ Corporation ☐ Trust ☐ Association ☐ Other _____

8. Year of formation: _____

Part I Summary

1. Briefly describe the organization's mission or most significant activities: _____

2. Check this box ☐ if the organization discontinued its operations or disposed of most of its assets: _____

3. Number of voting members of the governing body (Part VII, line 10b): _____

4. Number of independent voting members of the governing body (Part VII, line 10b): _____

5. Total number of individuals employed in calendar year 2015 (Part VII, line 2a): _____

6. Total number of volunteers (estimate if necessary): _____

7. Total unrelated business revenue from Part VIII, column (c), line 12: _____

8. Net unrelated business taxable income from Form 990-T, line 24: _____

9. Contributions and grants (Part VIII, line 10a): _____

10. Program service revenue (Part VIII, line 2g): _____

11. Investment income (Part VIII, column (a), lines 3, 4, and 7d): _____

12. Other revenue (Part VIII, column (b), lines 5, 6, 7c, and 7e): _____

Non Profit Secretary Treasurer Manual

J Dewey



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NBS Special Publication ,1960 *A Handbook for the Aggressive Temperance People of the United States* Walter W. Spooner,1888 **Ohio ... Community Service Guide** ,1954 **Miscellaneous Publication - National Bureau of Standards** United States. National Bureau of Standards,1934 National Bureau of Standards Miscellaneous Publication ,1960 *The California Non-profit Corporation Handbook* Anthony Mancuso,1984 This work for the layman explains how to form and operate a non profit corporation in California Articles of Incorporation Bylaws Minutes and other material are included Instructions for applying for Section 501 c 3 status from the IRS are also provided *Standardization Activities in the United States* Sherman F. Booth,1960 *Nonprofit Corporation Forms Handbook* ,1995 *Corporation Secretary's Guide* William H. Crow,1926 Seventh-day Adventist Church Manual. General Conference of Seventh-Day Adventists,2005 *The Official Railway Guide* ,1898 **Platers' Guide** ,1927 The Commercial Handbook of Canada ,1948 1975-76 *Governmental Affairs Handbook* Council for Advancement and Support of Education,1975 **The Musician's Guide** Stephan F. Keegan,1957 **The Foundation Center's Guide to Winning Proposals** Sarah Collins,2003 The manager of bibliographic services at the Foundation Center assembles actual grant proposals that have garnered money for nonprofit organizations as a guide for newcomers to grant writing presenting them in sections on special single year and multi year projects endowment building or renovation general and operating support seed money and planning grant and also providing examples of letters of inquiry cover letters and budgets **Proceedings of the National Annual Meeting - Forest Products Research Society** Forest Products Research Society,1948 *Country Guide and Nor'west Farmer* ,1924 **A Tax Handbook for Nevada** ,1963 **The Purchaser's Guide to the Music Industries** ,1949

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