

Sample Resolution

RESOLUTION APPOINTING A DISTRICT SECRETARY

_____ **County Fire Protection District No.** _____

RESOLUTION NO. _____

A resolution appointing a Fire District Secretary for _____ County Fire Protection District No. _____.

WHEREAS, RCW 52.14.080 states that the Board of Fire Commissioners shall appoint a Secretary of the District; and,

WHEREAS, the Secretary shall keep a record of proceedings of the Board; and,

WHEREAS, the Secretary shall perform other duties as prescribed; and,

WHEREAS, the Secretary shall take an oath similar to the elected or appointed Commissioners;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of _____ County Fire Protection District No. _____ that _____ is appointed to be Secretary of the District and shall take an official oath.

Passed and approved this _____ day of _____, 2_____, by the Board of Commissioners for _____ County Fire Protection District No. _____.

Chairperson

Commissioner

Commissioner

Secretary