

HARRY G. ROUNTREE  
FIRE CHIEF



WORK: (843) 521-5550  
FAX: (843) 521-5540

36 BURTON HILL RD  
BEAUFORT, SOUTH CAROLINA  
29906

January 23, 2012

To: The Beaufort Gazette  
Re: Required Notification for commissioner's meeting

Please make notice that the Burton Fire District will hold a Commissioner's meeting  
Wednesday, January 25<sup>th</sup>, 2012 at 6:00pm at the Burton Hill station located at 36 Burton  
Hill Rd.

Thank you,

A handwritten signature in cursive script, appearing to read "Nichole M. Bright", followed by a horizontal line.

Nichole M. Bright  
Secretary  
Burton Fire District  
843-521-5539

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- To: Burton Fire District Commission**
- From: Harry Rountree, Fire Chief**
- Subject: Agenda for January 25<sup>th</sup>, 2012 Commission Meeting**
- 01. Call to Order**
  - 02. News Media Notification**
  - 03. Public Comments**
  - 04. Approval of Agenda**
  - 05. Minutes**
  - 06. Financial Reports – November & December 2011**
  - 07. Audit – FY 2011**
  - 08. Executive Session (If necessary)**
  - 09. Old Business**
  - 10. New Business**
  - 11. Chief's Report**
  - 12. Public Comment**
  - 13. Adjournment**