

**Date:** September 10, 2012

**Time:** 7:00 p.m.

**Location:** Museum

**Attending:** Barefoot, Walters, Henshaw, Chamblee, Mizzell, Legeros

**Minutes Approval:**

- 1) August 6, 2012

**Budget Report:**

- 1) Fund balances
  - a. General fund (checking): \$1,497.37
  - b. Centennial funds (savings): \$5,916.65
  - c. Old Engine 1 funds (savings): \$420.40
- 2) Upcoming expenses
  - a. Ball
    - i. \$2,500 due to Convention Center, for Ball. Due this fall.
    - ii. \$650 possibly, for deejay.
  - b. Old Engine 1
    - i. \$25 or abouts, for fuel tank work
- 3) Sales tax refund
  - a. Legeros contacted the state, and requested they resend the sales tax refund that he applied for some months ago.
  - b. **Legeros to submit another reimbursement request, for sales tax we've paid in recent months.**

**Fire Museum Business:**

- 1) Dates and Events
  - a. September opening.
    - i. Jan Chamblee: We had 8 visitors that signed the register today, as well as two young'uns that couldn't quite wield a pen, yet. Two of the eight were new applicants to RFD and four were family members of mine from Forsyth County, one of whom is a Telecommunicator and FF in Forsyth Co. E13 came to KTC to train today and greatly added to the entertainment. It was a good day.
  - b. Regular schedule.
    - i. Saturday, Oct 13
      1. Jeff Harkey
      2. Tim Wall
      3. Legeros, opening, conducting noon presentation.
  - c. Personnel attending while in class.
    - i. Training staff has started opening museum on days during training.
  - d. Upcoming special events.
    - i. Thursday, October 4

1. Cub Scout den leaders request speaker to tell about museum, and compel scout dens to visit museum. Thursday, October 4, 7:00 p.m. to 8:00 p.m., LDS church, 1524 Jenkins Road, Wake Forest, NC 27587.
  2. Henshaw, Walters unavailable.
  3. **Legeros will handle.**
- ii. Wed/Thur, October 10, 11
    1. Career fair at training center.
    2. Capt. Siebel has inquired about opening museum.
    3. Museum approves, although we cannot provide any staff.
- 2) Signage
    - a. New/redone banner for hanging?
      - i. Group decided to redo banner at later time.
    - b. New/better "we are open" signs?
      - i. **Legeros to ask Chief McLaurin for assistance, first.**
  - 3) Other business

#### **Fire Apparatus Business:**

- 1) Hose cart
  - a. Wheels have been painted, with materials and labor donated by Tim Duke and others.
  - b. Duke is checking on gold leaf, and is further painting the frame.
  - c. Group approved creation of a plaque, naming the restoration members, for hanging on the hose cart.
  - d. Group discussed placement of hose cart in museum.
  - e. Group discussed equipment of hose cart, including type of period hose for outer wrapping.
- 2) Steamer
  - a. Henshaw reports that the steamer crew reports that the entire pump must be repacked.
  - b. Henshaw is helping them locate experts to assist.
- 3) Old Engine 1
  - a. Fuel tank needs reinstallation.
    - i. Henshaw plans to handle soon.
    - ii. Minimal cost, maybe \$25.00.
  - b. Clutch needs adjustment or replacement.
    - i. Group discussed this issue, including speed/driving limitations while the clutch is in present state.
  - c. Donor plaque
    - i. Group discussed completing this task.
    - ii. Donors presently listed on museum web site.
    - iii. **Legeros will e-mail all Hodge(s), to determine mystery donor.**
    - iv. **Henshaw and Legeros will work on creating plaque.**
  - d. Location
    - i. Engine is presently stored at Station 9.
    - ii. New location forthcoming, due to battalion chief move to that station.
    - iii. No further information yet available, regarding free space.
- 4) Antiques in general
  - a. Charlotte Fire Department has cancelled plans for an anniversary event. They had expressed interest in the museum/department's participation.

## Merchandise, Membership Business:

- 1) Merchandise reports
  - a. Coins
    - i. We have about 160 in stock.
    - ii. None have been ordered online in weeks.
  - b. Stickers
    - i. Chamblee is keeping some at Station 17 for sale.
  - c. Shirts
    - i. Barefoot is keeping some at Station 20 for sale.
  - d. Museum as point of sale
    - i. Group discussed having a quantity of merchandise and a cash bag at the museum.
    - ii. Group decided to use storage cabinet in back of museum.
      1. Has a door that needs to be attached.
      2. Needs a lock hasp and a combination lock added.
      3. **Walters to ask McLaurin if he can attach the door, or more.**
      4. **Legeros will straighten the back of museum area, prior to the door work.**
- 2) Membership reports
  - a. We received a public membership purchase, from local person wanting to support the museum.
  - b. Group discussed the current and future status of the membership drive.
  - c. Group decided to refrain from a more aggressive/active membership drive until later, perhaps after new year.
  - d. Group discussed renewals, for personnel who purchased memberships nearly a year ago.
    - i. **Chamblee will draft an e-mail message, to be sent at exact 12 month points, inviting members to renew.**
    - ii. **Chamblee will work with Mizzell, to leverage his rank and popularity to help compel renewals and/or new memberships.**
    - iii. Legeros reminded the group that he can send mass e-mails to all members at any time.

## Other Things Being Worked On

- 1) Fireman's Ball
  - a. Committee is Hayes, Barefoot, Walters
  - b. Total sold so far: 20
  - c. Ticket purchase deadline is November 1.
  - d. No minimum tickets required.
  - e. Group discussed antique apparatus to bring.
    - i. 1926 pumper can fit into building, if bell/assembly is removed.
    - ii. Henshaw will talk with steamer crew, about getting steamer to event.
    - iii. Chief McGrath wants the bell brought to the event.
    - iv. Hose reel could be brought, debuted at event.
- 2) History book
  - a. Group discussed desired photos for museum page of history book.
  - b. Group photo of museum staff planned, with people posed with hose reel, once it's brought to museum.

## Other Things Talked About

- 1) Appreciation for June 16 participants.
  - a. Legeros created certificate, suitable for printing.
  - b. No other action.
- 2) Museum as communication between RFD and retirees.
  - a. Walters confirmed with Chief McGrath that the museum is a desired conduit between fire department (official) and retirees (unofficial), with regard to such communication as illness, deaths, and events.
  - b. No other action.
- 3) Cardinal Club.
  - a. **Walters will keep talking to Fanning about this, as prospective project owner/manager.**
  - b. No other action.

## Other Old Business

## New Business

- 1) [contact@raleighfiremuseum.org](mailto:contact@raleighfiremuseum.org)
  - a. Legeros, Henshaw, Chamblee are current recipients.
  - b. Group discussed protocols for responding to messages.
    - i. Remember to CC [contact@raleighfiremuseum.org](mailto:contact@raleighfiremuseum.org), so the others know you responded.
  - c. Protocols for station tour requests
    - i. Recommend that they use the public request form, and submit their information.
    - ii. We can also provide the Station 28 business phone number, and suggest they contact the station.
- 2) Board of Directors
  - a. Group discussed the need for a Board of Directors.
  - b. **Chamblee volunteered to review the by-laws, and look at current language.**
  - c. Walters suggested that we have a Director as appointed by the Fire Chief.
  - d. Group suggested January 1 as a goal date for having directors in place.