

Raleigh Fire Museum

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raleighfiremuseum.org

Monthly Staff Meeting Minutes

Date: October 14, 2014 – Now second Tuesday of each month

Time: 7:00 p.m.

Location: Museum

Present: Henshaw, Rehbock, Chamblee, Legeros, Florio

Minutes Approval:

- 1) September 8, 2014

Finance Report:

- 1) Fund balances
 - a. General fund (checking): \$ 4,019.75
 - b. Reserve funds (savings): \$ 3,945.86
 - c. Apparatus funds (savings): \$422.59
- 2) Recent activity
 - a. Merchandise sales of \$15 on Oct. 11.
 - b. Deposits from PayPal transactions, merchandise and memberships:
 - i. \$133.76.
 - c. Deposits from merchandise and donation box, from prior months, on Sep. 15:
 - i. \$133.76
 - ii. \$140.00
 - iii. \$50.00
 - iv. \$45.00.

Museum Business:

- 1) Regular schedule.
 - a. Saturday, Oct. 11 – “A” platoon
 - i. Chamblee, Florio staffed.
 - ii. Eight visitors, mostly families.
 - iii. Activities included supervised exploration of training engine.
 - iv. Sold two tees and one survivor bracelets.
 - b. Saturday, Nov. 8 – “C” platoon.
 - i. **Legeros will open and close.**
 - ii. Vinny is likely available as second person.
 - iii. Rehbock will check his schedule, as well, for availability.
- 2) Identification for staff.
 - a. ID cards have been created.

- i. They're housed in the back room of the museum.
 - ii. Badges made both with names, and a couple generic.
 - iii. Please leave them at the museum, when you're done using.
 - iv. They're intended for in-museum usage only.
 - v. Thanks to Brandoe for creating.
 - b. Tee shirts
 - i. Long-simmering goal/project.
 - ii. Henshaw has asked a couple vendors about prices for a long-sleeve work shirt.
 - 1. Prices in the \$11 to \$17 range, for clothing only.
 - 2. Trying to keep under \$20.
 - iii. Rehbock has a contact for 5-11, and recommend their shirts for consideration.
 - iv. Also have embroidery cost, per shirt plus one-time set-up.
 - v. **Rehbock** will send Henshaw names for both 5-11 and embroidery contacts.
- 3) Furnishings
 - a. What does everyone think about replacing the table inside the front door with a cabinet?
 - i. Would be same height, but include...
 - ii. Storage area underneath, with doors, as well as...
 - iii. Maybe a column of open display space, such as for books.
 - iv. Thomas Johnson (16C) has offered to build one to our spec. He helped build the walls in the museum, and the storage shelves upstairs at Station 23.
 - v. **Rehbock** suggested the project could be good for the Eagle Scout request we received. Continued New Business.

Membership Business:

1. Renewals recently received from Chief Walters, Chief Mizell, and Brian Winn.
2. Legeros has action item to send form letter of acknowledgment via e-mail.
3. **Legeros and Chamblee** have action item to contact all expired members in last 12/18, to invite renewals.
4. They'll begin working on this next week.

Apparatus Business:

1. 1936 ALF
 - a. Henshaw provided updates:
 - i. Title has been transferred to museum.
 - ii. Required museum be entered into DMV system as an entity.
 - 1. This has been done, as part of the transfer process.
 - 2. Will make it easier for acquiring title to 1961 ALF.
 - iii. Cost \$181, paid out of pocket by Henshaw:
 - 1. \$135 HUT fee (tax) on transfer.
 - 2. \$40 title transfer fee.
 - 3. \$6 notary fee.
 - 4. **Legeros** will reimburse Henshaw after meeting, with ATM visit.
 - iv. The widow of the owner has found some related items.
 - 1. Original ladders.
 - 2. Original hose.

3. Old helmets
 4. Etc.
 5. **Henshaw** will work with her to claim items, as they're found and made available.
 - v. The truck was purchased from the city, when sold as surplus.
 1. She remembers as summer of 1977.
 2. From Legeros records, truck was sold on December 20, 1976.
 - vi. **Henshaw** will send a note to the antique committee, requesting participation in moving the truck from Durham to Raleigh.
 - vii. Truck will be stored at Services in short term.
 - b. Legeros created a 5x7 sign for the museum table top, with a picture of the truck, and a note to "ask about this truck that we're acquiring."
 - i. To be replaced by a sign or poster that tells about the donation of the truck, and names the benefactor.
2. 1961 ALF
- a. Henshaw working with DMV to obtain title.
 - b. Chamblee provided update on wiring:
 - i. Starter working correctly.
 - ii. New battery needed.
 - iii. Henshaw has new battery, can be used for testing.
 - iv. **Henshaw and Chamblee** will set a date, for testing at Station 28.
 - c. **Henshaw** to inquire about obtaining possible surplus Q siren, as possible temporary replacement for siren light with broken lens.
 - i. He's still looking/watching for an inexpensive replacement lens.
3. RFD antiques
- a. Other updates?

Old Business

1. Combined campaign.
 - a. Communication sent to all personnel at campaign's start.
 - b. Legeros promoted via social media.
 - c. Campaign ends this month.
 - d. **Legeros** will contact Chief Mizell and Chief Johnson, with suggestion for a unified reminder message, that lists museum, NCFFF, and other fire service charities for personnel to consider as write-in donations.
2. Historic Oakwood event.
 - a. Legeros is researching working fires in historic Oakwood.
 - b. Group requested RFD participation for a fire safety, which OFM has handled.
 - c. Group has requested RFD participation at annual holiday event, including presence of an antique:
 - i. Friday and Saturday, December 13 and 14. Time is 1:00 p.m. to 7:00 p.m.
 - ii. Their web page is promoting RFD presence, <http://www.historicoakwood.org/candlelight/candlelighttour.php>
 - iii. Museum has received approval for staff to drive one or more antiques to event. (Operations has declined to post Engine 3 at event.)
 - iv. Members are approved for off-duty driving only.
 - v. Staff discussed, and there are a range of possibilities for our participation.

- vi. **Henshaw** will talk to their contact, and find out what sort of experience they're seeking, and their minimum/preferred requirements.
3. Social event in November/December.
 - a. Henshaw provided updates.
 - b. Fireman's Club has granted permission for free facility usage.
 - c. **Henshaw** will create a proposal for museum staff to approve.
 - d. Timeframe November or early December.
 - e. Tickets to be sold.
 - f. Financial goal, to recoup expenses if possible.
 - g. Event goal, to promote awareness of organization, and engage people in person, and provide a social event for firefighters and friends of the fire department.

New Business

1. Boy Scout projects.
 - a. John Rehbock project.
 - i. He's working on a project to develop (and potentially execute) a program involving fire safety and fire service education.
 - ii. Requested permission to use museum space and perhaps staff participation.
 - iii. Timeframe to be determined, over a period of eighteen months.
 - iv. Permission granted.
 - b. Phone request from retiree grandson.
 - i. Museum received phone message from grandson of retiree.
 - ii. Scout interested in helping the museum with his Eagle Scout Project.
 - iii. Group discussed aligning our need for a front cabinet/display table.
 - iv. **Rehbock** will contact the person, and see if his and our goals can be aligned.
2. Wiring emergency lights in museum
 - a. Vinny Florio granted permission to build a switch-driven mechanism that will activate the displayed emergency lights in the museum, for children to see.
3. Old hydrants
 - a. Legeros was contacted by someone with the water department, who recently removed two hydrants from service, dating to the 1960s.
 - b. **Legeros** will contact him and arrange for museum to pick-up or receive the hydrants. He'll request that below-ground piping be removed, if possible.

Next Meeting:

Tuesday, November 11

"A" platoon

Location TBD