

## By-Laws Committee Meeting

August 19, 2009 at Station 17

Gary Amato  
Tim Henshaw  
Mike Legeros  
Alan Walters

The purpose of this meeting was to answer questions raised with regard to draft versions of proposed by-laws and articles of incorporation.

### By Laws:

- What should be used as the initial the mailing address for RFDHS?
  - It was decided to use the mailing address for Fire Administration.
- Under membership categories, the student/explorer category was discussed.
  - No action was taken to change this section.
- Under governance, the three-year period for officers was questioned.
  - This was discussed, along with the length of term for past President advisory role.
  - It was decided to set one year as the service period for officers, and six months for the service period for past Presidents in advisor roles.
- Under meetings, what month shall we designate for the annual meeting?
  - It was decided to designate February.
- Under disposition of material, the provision for failing to have a quorum for two years straight at the annual meeting was questioned.
  - This was discussed.
  - No action was taken to change this section.
- Under financial, the City of Raleigh Credit Union is initially listed.
  - This was discussed.
  - Tim Henshaw will investigate BB&T as a future financial institution for RFDHS.

### Articles of Incorporation:

- What's the establishment date for RFDHS?
  - It was decided to use the date of the first RFDHS information meeting in 2008.
  - That date is Oct. 22, 2008.
- Who should we list as officers?

- This was discussed.
- The officers would serve until the first annual meeting in February, 2010. It was decided to ask all RFDHS interested people if they are interested in a position.
- Mike Legeros will draft a message for this purpose. He will send to this committee for review, then send to all RFDHS interested people, and with a deadline of 9/7.
- If there are no volunteers, the initial officers are
  - President Alan Walters
  - Vice President Tim Henshaw
  - Secretary/Treasurer Mike Legeros.
- Additionally, it was decided to add another officer, Fire Department Liaison and who is appointed by the Fire Chief.

Other discussions:

- Cost of filing.
- Cost of legal aid.
  - Tim Henshaw is going to contact the City Attorney, and see if assistance is available there.
- Type of corporation to form.
  - We will form a 501c3.
- Tim Henshaw related the finding of another of Raleigh's old engines, a 1961 American LaFrance.
  - More information on that later.
- Mike Legeros related updates on other fronts:
  - Joel Rieves is on light duty, and is available to assist RFDHS. He is visiting all stations for Fire Prevention Division work, and is conduct an artifact inventory while at each station.
  - Mike Legeros and Andy Meier met, to discuss initial ideas for the 2012 yearbook. They are creating a recruitment plan to build participation, as well as a rough outline of book ideas. Their deadline is Oct. 1, and the will work with Chief Walters at that time to bump both things up the chain.
  - Mike Legeros and Chief Walters have been working on repurposing the upstairs storage space at Station 23 into an artifact storage area.
    - Tim Henshaw mentioned that surplus bookshelves may be available at the Dillon Building. He's going to inquire.

--

Note to send to all RFDHS interested people:

**RFDHS Temporary Officers**

The by-laws committee is drafting documents for the purpose of incorporating RFDHS as a non-profit organization. These documents require designation of temporary officers.

The following positions are open:

President:

Vice-President:

Secretary/Treasurer: (Or two people as Secretary and as Treasurer)

Does anyone want to serve in these slots? They are open and available. If you are interested in serving in one of these positions, please respond by Sep. 7, 2009. After that time, any remaining slots will be filled by members of the by-laws committee (Amato, Henshaw, Legeros, Walters).

Q: How long are these temporary positions for?

A: Until February 2010, when we'll elect permanent officers for 2010.

Q: What are the duties of each position?

A: To be determined.