

Raleigh Fire Department Historical Society Meeting Minutes, Draft

Date: Dec. 6, 2010

Time: 7:00pm

Location: Fire Station 17

Meeting Opening: Legeros opened meeting

Minutes Approval:

1. Oct. 20, 2010 minutes approved as written

Budget Report:

1. Not provided (oops).

Introductions:

1. Retired Capt. Dave Godfrey introduced, attending for first time.

Old Business:

1. Old hydrants
 - a. No one has yet found any of the old two-nipple hydrants.
 - b. Might be some on Fayetteville Street, by the old water plant. Maybe on Suffolk Street in Station 2's territory.
 - c. If found, notify Chief Walters.
2. Combined Campaign (Barefoot)
 - a. More information pending.
3. Web site updates (Legeros)
 - a. Counter displaying visitors still pending.
 - b. Behind-the-scenes visitor counting added.
 - c. PayPal button and donation information added.
4. Hose house tour (Legeros)
 - a. Second tour of hose house was intended.
 - b. Not executed, due to nearly no interest.
5. October fundraiser
 - a. Completed. See new business for next steps.
6. Trailer access
 - a. Starting in January, for personnel attending EMT class.
 - b. See new business for more trailer actions.

New Business:

1. October fundraiser
 - a. Department members donated \$1400. 83.
 - b. How much of that amount do we want to spend? See other items below.

2. Hose Reel
 - a. The old hose reel is now stored at Station 23.
 - b. The wooden wheels are largely but not entirely intact.
 - c. Henshaw recently found a pair of wagon wheels on Craigslist for \$300ish that could have been purchased as possible replacement.
 - d. Tim Duke is going to also look at the wheels, and see if he can determine how much they would cost to repair.
 - e. Walters and Legeros have been seeing similar hose reel for sale on eBay and govdeals.com.
 - f. Group discussed merits of buying/acquiring a hose reel that's not from Raleigh.
 - g. Group discussed spending some of our money on acquiring another hose reel, maybe not a good idea right now, maybe something done later, when we have more money.
 - h. Group discussed scope of our collection, and if we're focused on just Raleigh or from a broader base of fire departments.
 - i. Decision made to take no action until we hear what Duke says.
3. Trailer Improvements
 - a. Walters, Legeros, Barefoot conducted a work meeting at the trailer, to brainstorm on display improvements.
 - b. Their ideas and designs include a pair of walls, one to partially surround the 1870 alarm bell.
 - i. The new walls will add additional space for hanging photos.
 - ii. Construction is proceeding on the walls, by Thomas and others from 23-B.
 - iii. Purchase of materials has totaled about \$250 so far.
 - c. Group discussed idea of purchasing a second display case.
 - i. Walters has found a tall case to match our long case. Price is \$300 to \$350. Measures seven feet high and about 36 inches wide.
 - ii. Decision made to purchase second display case.
 - d. Walters presented idea of creating a framed photo montage of all chiefs.
 - i. He has contact for discount matting/framing.
 - ii. Cost estimated at \$200.
 - iii. Walters and Henshaw will check with Administration, to see if they want to help.
 - e. Donation box
 - i. Walters reported that Thomas from Station 23-B can also build a donation box.
 - ii. Wooden components, with Plexiglas front.
 - iii. Wall-mounted by door.
4. Station 3 as historic property
 - a. Fire Chief approves moving forward with efforts to get Station 3 designated as a city historic property.
5. Money

- a. Approval process for spending discussed.
 - b. Decision made on policy:
 - i. Under \$50 can be spent, as long as the officers are aware.
 - ii. Over \$50 requires approval of the group.
6. Station 28
- a. Group discusses ideas for improving display of antique apparatus.
 - b. Arrange antiques in diagonal fashion across two of the three bays.
 - c. Add displays, such as text information and photos of the apparatus in action.
 - d. Some preliminary measuring already done by B. N. Perry.
 - e. Walters and others will visit Station 28 to conduct further measuring.
7. Other Stations
- a. There is the possibility that another station, prior to Station 3, could be used as a temporary museum.
 - b. Group should keep this idea in the back of their mind, and with regard to flexibility and portability of current trailer displays.
8. Station 23
- a. Construction still ongoing on shelving on second story.
 - b. Inventory underway on artifacts, log books.
 - c. Indexing underway on log books.
 - d. Photographs also being taken of all artifacts.
9. Spring Fundraiser
- a. Mentioned, but not discussed outside of membership drive discussion.
10. Membership Drive
- a. Timeframe
 - i. As discussed in prior meeting, March or April.
 - b. Costs
 - i. How much should membership cost?
 - ii. Walters suggests \$24, which would include a t-shirt
 - c. Cards
 - i. Group still likes the idea of a membership card.
 - ii. Digital design of last meeting's whiteboard version sent all members.
 - d. Designs
 - i. Chamblee presented drawn design for a card and/or t-shirt logo, with three pieces of antique apparatus.
 - ii. Legeros will work with Chamblee to refine, digitize, and send to group.
 - e. Levels
 - i. Levels of membership discussed.
 - ii. Chamblee suggested three levels, based on the antiques. Steamer level, 1926 ALF level, 1950 Mack level.
 - f. Legeros proposed dedicated meeting to continue discussion, and begin decision-making.

- i. Work meeting scheduled for January.
- 11. Year-end communications
 - a. With the tax-year ending, Legeros proposes a couple communication/solicitation notes:
 - b. E-mail to retirees, noting our activities and that donations to RFDHS are now tax-deductible.
 - c. Posting on his blog, with similar message.
- 12. Widow communications
 - a. Legeros has written a letter to be sent to the last address of Mrs. Charlie Chappell, to tell about RFDHS and that we available to accept any estate monies if they are still available.
 - b. Walters asked about a similar letter to the family of a recently passed retiree, and the propriety therein.
 - c. Legeros believes a form letter at a future time is idea, both to recently widowed wives, and all widows still living.
 - d. Walters will contact a friend of the recently deceased retiree, and inquire about the best ways to contact the family.
- 13. Fire museum seminar
 - a. Walters and Legeros attended the Fire Museum Network annual seminar in Baltimore in October.
 - b. They learned quite a bit, notably about membership and fundraising.
 - c. They will share what they learned, and the materials they brought back, going forward and as we face related issues.
- 14. City museum event
 - a. The Raleigh City Museum is planning a Saturday event in early May.
 - b. To feature the fire department and fire department history.
 - c. Legeros working with Fire Educator Campbell.
 - d. Two-hours or so.
 - e. To include kid-friendly activities.
- 15. History Book
 - a. Production has been delayed on the planned history book for the 2012 anniversary.
 - b. Previously, a history book was planned for delivery in mid-2012.
 - c. Now, a history book is planned for delivery in 2013.
 - d. This allows all events that happen in 2012 to be included in the book.
 - e. The book can also include portraits and other "yearbook style" content.
 - f. Some members thought that two books were planned, one book for citizens and another for personnel. Or a history book in 2012 and a new yearbook in a later year.
- 16. Meeting schedule
 - a. Group discussed desired frequency for meetings in 2011.
 - b. Need expressed for more versus fewer meetings in the current early stages of our organization.
 - c. Helps with momentum, and keeping tasks on task.

- d. Business meetings to be held every other month.
 - e. Work meetings to be held every other month.
 - f. Business and work meetings to alternate.
 - g. First Monday of every even month: business meeting.
 - h. First Monday of every odd month: work meeting.
17. Communication channels
- a. Legeros asked if everything was working well with current communication channels for keeping everyone in the loop on historical society business.
 - b. Group agreed current channels are working well.

Action items for next meeting:

1. All members. Think about memberships levels, the costs of memberships, and other related ideas. Bring to January work session. All member.
2. All members. Think about membership cards. Form any additional ideas on designs.
3. Chamblee/Legeros. Refine apparatus drawing design for logo/t-shirt.
4. Walters/Amato/All members. Continue thinking about Station 28 display ideas.
5. Walters/Legeros/All members. Think about a form letter that can be sent to families of retirees who pass away.

Meeting Closing:

In Attendance:

Legeros, Walters, Amato, Barefoot, Henshaw, Wall, Chamblee, Godfrey

Upcoming Meetings:

January 12, 2011 at 7:00 p.m., Station 28

Work meeting with two agenda items. Begin work on membership drive, and review apparatus storage space ideas.