

# Raleigh Fire Department Historical Society Meeting Minutes

**Date:** June 6, 2011

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

**Location:** Museum Trailer

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

**Meeting Opening:** Legeros opened meeting.

## Minutes Approval:

- 1) May 2 minutes approved.

## Budget Report:

- 1) \$280 in credit union accounts.
- 2) \$237 in receipts yet to be reimbursed.
- 3) Discussion of coming expenses.

## Old Business:

- 1) Membership Deliverables:
  - a. Goal date of July.
  - b. Have all membership deliverables ready by July.
  - c. Membership certificate.
    - i. Legeros completing.**
    - ii. Has clip-art to purchase.
    - iii. Has colorization to complete.
    - iv. Parchment paper ordered.
    - v. Has print supplier to find.
  - d. Membership card.
    - i. Legeros completing.**
    - ii. Has design to finish.
    - iii. Has supplier to find.
  - e. Membership letter and application form,
    - i. Legeros will start drafting.**
  - f. T-shirt
    - i. Henshaw working with designer.**
    - ii. He has created a pocket pattern based on door scrawl.
    - iii. He also proposes repeating pattern on back of shirt.
    - iv. Set-up fee will be \$75 or lower.
    - v. Shirt price is \$6-\$8 using a good quality shirt.
    - vi. Production time is 10 to 14 days.

- vii. Group asked Henshaw to contact designer, so we can see proposed design.
  - g. Shipping Items
    - i. Group discussed how to accommodate costs of shipping membership items.
    - ii. Discussion of need for protecting mailed items. Can't ship t-shirts in same package as paper items, without wrinkling/bend, for example.
  - h. Creating items for opening dates
    - i. Discussed if we can create samples of all items, for the open house or Saturday dates.
- 2) June 14 – Grand opening of Museum
  - a. Chief McGrath plans to speak.
  - b. **Administration handling publicity** through Public Affairs. Also handling invitations to city officials.
  - c. **Legeros will publicize** through his channels, such as his blog, Facebook, etc.
  - d. **Legeros will produce** copies of 4x6 prints of antiques, perhaps with name and web site printed on them, for handing out.
- 3) June 11 – Saturday opening preview date
  - a. **Legeros creating information sheet**, to help volunteers tell about museum and department.
  - b. **Legeros creating About the Historical Society flyer**, for handing out.
  - c. Discussion of getting a guest book.
  - d. Discussion of getting a building key, until the outdoor restrooms are built.

### **New Business:**

- 1) The 100<sup>th</sup> Anniversary Committee requests our help with a project to sell commemorative coins.
  - a. Likely priced at \$10. Anniversary committee will set price.
  - b. May include shipping price, discussed.
  - c. Need to determine average/actual shipping cost of a coin.
  - d. Need to determine average/actual cost of mailing supplies.
  - e. Historical society would handle both sales and fulfillment.
  - f. Sales tax required to be collected.
  - g. Legeros has applied for sales tax license.
  - h. We can open an additional checking account, to keep all 2012 monies separate.
  - i. Proceeds at some point donated to historical society, after usage for coin project costs and other anniversary expenses.
  - j. Specialized coins under consideration, such as a USAR coin.
- 2) The 100<sup>th</sup> Anniversary Committee also requests our help with a project to sell commemorative rings.
  - a. Historical society would handle managing proceeds.

- b. Sales and fulfillment by vendor.
- 3) Hose reel update
  - a. Presently stored at Station 23.
  - b. Both wheels need work.
  - c. Tim Duke has volunteered to take to Pennsylvania to have wheels restored.
  - d. Estimates about \$200 cost.
  - e. **Group recommends proceeding.**
- 4) Rescue boat restoration
  - a. Citizen and boat builder was visiting Station 28.
  - b. Observed condition of 1953 rescue boats.
  - c. Noted that any attempt to float the boats would result in their destruction, due to condition.
  - d. Offered to restore one of the boats.
  - e. He'd charge for materials, but provide free labor.
  - f. Estimated about \$200 for each boat.
  - g. Group discussed priority of project.
  - h. **Walters has action item to contact, and learn more.**
- 5) Requesting help from the troops
  - a. Suggested asking the troops for help, notably with material goods.
  - b. Such as mannequins, which would be added to the trailer.
  - c. Recommend regular newsletter feature, where we list things we presently need.
  - d. **Legeros has action item to implement.**
- 6) Flags
  - a. Chief Walters purchased small United States and North Carolina flag for trailer.
  - b. Can we purchase a Raleigh flag, to accompany.
  - c. **Henshaw has action item to find supplier for Raleigh flag.**
- 7) Discussion of trailer key
  - a. Contact members for information on this agenda item.
  - b. **No owner assigned.**

**Meeting Closing:** Group commenced helping hanging hydrant wrenches on a wall of the museum.

### **Upcoming Meetings:**

**Please note the next meeting is NOT the first Monday in July, due to the holiday.**

The next meeting is Monday, July 11, 2011, at the Museum Trailer.