

Date: June 4, 2012

Time: 7:00 p.m.

Location: Station 23, changed from previously announced museum location

Minutes Approval:

- 1) May 11, 2012

Budget Report:

- 1) Fund balances
 - a. General fund (checking): \$1,902.23
 - b. Centennial funds (savings): \$4,074.14
 - c. Old Engine 1 funds (savings): \$353.64
- 2) Recent and upcoming expenses
 - a. June 16 event:
 - i. Three signs, \$75, estimated
 - ii. Fliers and membership applications, \$56, estimated (200 count x 2)
 - iii. Photo cards, \$41.08
 - b. Memberships
 - i. Certificate printing: \$30
 - ii. T-shirts: \$1029.20
 1. \$863.50 for 157 shirts, \$5.50 per unit.
 2. \$30 for front and back screens.
 3. \$61.25 for additional \$1.75 per unit for 35 XXL shirts.
 - c. Apparatus
 - i. Hose cart wheels: \$364.80
 - ii. Old engine 1: \$3,500.00
 1. Lost title search, \$75, pending.
 2. Plate, insurance costs pending.

Old Business:

- 1) **Hose Reel Wheels**
 - a. Payment sent last month.
 - b. Tim Duke handling transportation, as well as painting/detailing.
 - c. No updates.
- 2) **Fire museum**
 - a. Upcoming dates.
 - i. Regular schedule.
 1. Saturday, June 9
 - a. Legeros, Chamblee (10-2)
 - b. Also Fire Ops 101 happening same day.
 2. Saturday, July 14
 - a. Chamblee, Henshaw
 - b. Personnel attending while in class.

- i. No updates on this initiative.

3) Membership drive

- a. Active personnel
 - i. All but one tee shirt delivered to active personnel.
 - ii. Three retiree sets to be delivered.
 - iii. For remainder of year, all subsequent orders will be processed with (a.) paperwork created and delivered and (b.) tees fulfilled later in the year, when enough memberships have been sold to create a lower-cost bulk order.
- b. Retiree, public memberships
 - i. Starting June 16, at downtown event.
 - ii. These will not include tees as premiums.
- c. Payroll deduction.
 - i. United Way is possible option.
 - ii. City credit union another option.
 - iii. **Barefoot will inquire on both, with regard to any options from per-check deductions to one-time annual deductions.**
- d. Remaining tees
 - i. Eleven XXL
 - ii. Four L
 - iii. Some to be used on June 16 by Legeros, Legeros wife, Barefoot wife, etc.

4) June 16 Updates

- a. Antiques
 - i. Drivers:
 1. 1926 ALF / Driver Amato
 2. 1950 Mack / Driver Walters
 3. 1961 ALF / Driver Chamblee
 4. 1982 Mack / Driver Wall
 - ii. Maintenance and cleaning
 1. The three motorized rigs at Station 28 to be cleaned and checked on Sunday, June 10. Volunteers to meet at 1:00 p.m.
 - a. **Legeros will send invitation to all museum members, as well as staff members, and Lee Wilson.**
 - b. **Legeros will send a note to Capt. Amato with a heads-up.**
 - c. Each rig will have fluids checked, and be cleaned and polished.
 2. Group decided to leave 1961 ALF both (a.) unpolished and (b.) some lighting not working. Instead, in July or later, a project will be announced with members invited to participate.
 - iii. Transportation and parade
 1. Henshaw is arranging transportation via low-boy of the 1926 and the 1950 trucks.
 2. They'll be transported to KTC on Friday, June 15. They'll be returned a few days later, based on mover's availability.
- b. Museum booth configuration
 - i. Legeros reviewed the plans for their two tables, which will be under a large tent at the corner of Lenoir and South Street. Three signs are being created. A handful of artifacts will be placed on

the table, as well as some old photos from the museum walls placed in "travel frames." Fliers, membership applications and photo cards will be present.

- ii. Tables and chairs will be provided by McLaurin.
 - iii. **Legeros will take care of transporting and configuring the display items.**
 - iv. **Walters will bring a boot or container for Engine 1 donations.**
 - v. **Walters will collect and transport donations after event.**
- c. Museum booth staffing
- i. Start set-up at 9:00 a.m.
 - ii. Finish break-down by 6:00 p.m.
 - iii. Need one person at all times.
 - iv. Prefer two people at least between 10:00 a.m. and 4:00 p.m.
 - v. Participants so far:
 1. Legeros
 2. Legeros wife
 3. Barefoot
 4. Barefoot wife
 5. Barefoot daughter
 6. Walters
 7. Walters wife
 8. Chamblee
 9. Chamblee wife
 - vi. Barefoot, Chamblee, and Walters as drivers will not be available until at least 10:30 a.m.
- d. Contacting retirees
- i. Group discussed potential need to contact retirees to ensure their awareness, and parade participation.
 - ii. **Walters will address with Centennial committee in coming meeting this week.**

5) **Old Engine 1**

- a. Henshaw provided various updates.
- b. Group decided to postpone polishing the truck, and fixing some wiring, until after June 16.
- c. Group discussed need for a license tag and insurance, as well as where the apparatus may be stored.
- d. Group discussed ideas for the planned donor plaque, listing names of all people who donated money through July 1.
- e. Group discussed qualifications and criteria required for drivers of the engine.
- f. Group discussed idea of using Old Engine 1 as a backdrop, perhaps outdoors, for professional photos at the Fireman's Ball, particularly if a person or agency wanted to offer their services in that regard.

6) **Steamer**

- a. Horses are being sought by steamer committee for the parade.
- b. No other updates.

7) **Museum special events**

- a. **Station 28 tours**
 - i. These have been approved by the Fire Chief.
 - ii. These might start being scheduled in mid- or late-summer.

New Business:

1) **Walters retirement**

- a. Retaining city e-mail address until after Fireman's Ball.
- b. Still involved in centennial planning.
- c. Still managing Engine 1 donations and donor list.

2) **Welcome Fanning, Mizzell**

- a. Battalion Chief John Fanning and Battalion Chief Ronny Mizzell have joined the museum staff. Welcome aboard!

3) **Facebook page, web page, etc.**

- a. Group discussed museum's role as a conduit for information to retirees.
 - i. Museum web site, www.raleighfiremuseum.org
 - ii. Museum Facebook page
 - 1. Legeros has started adding monthly retirement notes to FB page, for personnel who retire each month.
 - 2. Page is also used for event announcements, historical articles, and such.
- b. Newsletter is currently produced quarterly by Legeros, as service to RFD.
- c. Newsletter is also posted to a web site, www.raleighfirenews.org, that is updated quarterly.
- d. Group discussed more frequent, less formal avenues of communication to retirees, such as a monthly communication that contained the same types of information as the quarterly newsletter.
- e. Legeros is also a keeper of retiree e-mail addresses and a Yahoo list, used to transmit such information as events, funerals, illnesses, and deaths. Some of those things are not included in the newsletter.
- f. **Walters will ask Chief McGrath in the future about the museum and its role in this regard.**

4) **Idea of something for retirees, for each retiree**

- a. Group briefly discussed a recent suggestion of "can the museum get or give or sell something to honor each retiree?" Perhaps something like an engraved brick, or a plaque entry, or...? Group decided to discuss at later date, and to include Chief Mizzell and Chief Fanning as possible.