

Date: September 9, 2013

Time: 7:00 p.m.

Location: Station 16

Present: Henshaw, Legeros, Wall, Walters, Barefoot, Mizell, Chamblee

Minutes Approval:

- 1) None

Budget Report:

- 1) Fund balances
 - a. General fund (checking): \$ 3,365.82
 - b. Reserve funds (savings): \$ 3,935.22
 - c. Engine 1 funds (savings): \$ 421.45
- 2) Recent expenses
 - a. Street signs: \$325.59
 - b. Museum sign: \$69.49
- 3) Recent income
 - a. Coins sales, August: \$20.00.
 - b. History book sales, July: \$60.00.

Museum Business:

- 1) Dates and Events
 - a. Regular schedule.
 - i. Saturday, September 14
 1. Staffing
 - a. Legeros primary
 - b. Walters secondary, for partial.
 2. Day with Raleigh Fire Department.
 - a. Henshaw organizing.
 - b. Same hours as museum.
 - c. See additional document for more details.
 3. "A" platoon
 - ii. Warrenton Fireman's Day Parade, Saturday, September 28
 1. Henshaw is coordinating Raleigh apparatus participation.
 2. Steamer and 1982 Mack are planned to attend.
 3. Steamer to be transported on borrowed/rented trailer.
 4. Apparatus to drive in convoy, with Tim and friends also bringing apparatus.
 5. Fire department providing personnel.
 6. Discussion of obtaining horses for steamer.
 - b. Special requests.
 - ii. Morrisville Fire Safety Day, Saturday, October 5.
 1. Henshaw is bringing personal apparatus to event.

- iii. Country Doctor Museum, October 12.
 - 1. Referred to their local fire department.

2) Signs

- a. Delivered
- b. Street signs awaiting installation
- c. Museum sign installed on porch

3) Merchandise

- a. Group discussed what we have/can have to sell at museum:
 - i. Shirts
 - 1. Barefoot will bring remaining boxes of shirts he has at home.
 - ii. Coins
 - 1. Legeros will get stash of coins from Chamblee.
 - iii. Books
 - 1. Legeros has remaining history books at home.
- b. Quantities of these items will be brought to museum for Saturday.
- c. Legeros will create a paper/computer-printed sign.

4) Collateral

- a. Our supply of rack cards is down to 200 or so.
- b. Group decided to order another 2,500, for \$121 plus shipping.
- c. Group discussed expanding locations for cards, such as:
 - o Fire stations with foot traffic
 - Station 5
 - Station 6
- d. Cards currently placed at:
 - o Fire museum
 - o Station 1
 - o Station 28
 - o Fire Administration
 - o Fire Educator's office
 - o Raleigh City Museum
 - o NC History Museum
 - o Cameron Village Regional Library
 - o North Regional Library
 - o Olivia Raney Local History Library
 - o Raleigh Visitors Center Kiosk Area, indoors, between Marriott and Convention Center.
 - o South Eastern Fire Rescue Expo (temporary)

Apparatus Business:

- 1) Work days and meeting schedule.
 - a. Proposed schedule for rest of year:

Date	Platoon	Proposed Location	Notes
Monday, Oct 14 Postponed one week, for Fire Prevention Week the prior week	A	Sta 28	<ul style="list-style-type: none"> • Engine 1 / antiques work session, following meeting, as needed. • Engine 1 starter motor to be reinstalled, if task is still pending at time of meeting.
Monday, Nov 4	C	Sta 16	
Monday, Dec 2	A	Museum	

Membership Business:

- 1) Memberships.
 - a. Complimentary membership given to firefighter Josue Olmeda, in appreciation for his work in August with the 1926 pumper.
- 2) Membership channels.
 - a. United way campaign requirements.
 - i. Mizell will write a letter to the troops, noting these points:
 1. They can donate an amount to the museum, via the coming United Way campaign.
 2. They can purchase a membership at any time, through our web site.
 - ii. Legeros will assist Mizell
 1. Legeros will provide EIN number, which will be included in the letter.
 - b. City credit union
 - i. Barefoot recently received information regarding paycheck withdrawals/direct deposits from firefighters.

New Business

1. Fire Expo debrief
 - a. See earlier e-mail from Legeros.
 - b. Group discussed if we should rent our own booth next year.
 - c. Henshaw noted that RFD always receives a booth, and he is the annual coordinator/operator of the booth.
 - d. Group discuss limitations of current museum staffing, and other issue related to booth operation.
 - e. No action or decision was made, regarding museum rental of a booth.
2. Welcome Thomas Edwards.
 - a. Legeros has introduced Thomas Edwards via e-mail this month.
 - b. He'll be taking Thomas on tour(s) of the museum's facilities.
 - c. He's also including Thomas on staff e-mails.
3. Legeros idea for future museum/display space
 - a. Legeros recently visited a recently opened central fire station in Maryland.
 - b. The fire station contained a museum space, attached to the lobby.

- c. Legeros posed question “would such a thing be good in Raleigh?”
- d. And “should such an idea be communicated to the fire department?”
- e. Group discussed the concept of added/purpose-built historical space at future fire stations.
- f. Group consensus that historical display areas would be good, if added, And could help promote the museum and its activities.
- g. Legeros has action item to document the idea, and bring back to museum for review.

Day Out with Fire Department Notes

Museum staffing is looking like...

- Legeros, arriving around 9 a.m., there all day
- Henshaw, arriving around 9 a.m., there all day
- Walters, arriving around 9 a.m., there until 12:00 p.m. or 12:30 p.m.
- Barefoot possibly, as part of Ladder 7, and hoping that they’ll be assigned to be the event ladder company

Roles will include...

- Henshaw is the event organizer and making everything happen
- Walters and Legeros can alternate museum staffing until noon.
- Legeros will staff museum after noon.
- Legeros will take pictures all day.

Other folks to be there...

- Ron Campbell
- Capt. Jamie Hill from OFM
- Plus engine, ladder, mini-pumper
- Plus maybe some spouses or friends

Selling stuff

- Legeros will make a paper/printed sign
- Barefoot bringing two boxes of t-shirts from home. What’s the price on those again?
- Legeros will bring the remaining stash of coins that Chamblee has. We’ll leave a quantity after Saturday. Cost \$10.
- Legeros will bring the four or five remaining history books. He’ll take with him after Saturday. Cost \$60.

Promotional

- Legeros and Henshaw have been sending/posting notices everywhere.
- Chief Hocutt/RFD PIO should be sending press release any day note.
- Can a note to the troops be sent, as well, if it hasn’t already?

Other stuff

- Chief Tessinear located the children’s props from last year’s anniversary event. We’ll have those to use.
- Henshaw is obtaining hot dogs (and a cooker?), a popcorn machine, and a sno-cone machine, to provide free food.

- Training staff is prepared for the day, and will have the facility ready.
- Our brown gate and street signs might be mounted before Saturday. Hoping to make that happen.
- Legeros and Henshaw will bring their stash of rack cards, so they can be handed out/available.