

# Raleigh Fire Museum

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[raleighfiremuseum.org](http://raleighfiremuseum.org)

## Monthly Staff Meeting Minutes

**Date:** September 8, 2014 – Postponed from September 1, 2014

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

**Location:** Station 28

**Present:** Barefoot, Chamblee, Henshaw, Legeros, Vinny Florio, welcomed as a new participant.

### Minutes Approval:

- 1) August 12, 2014

### Finance Report:

- 1) Fund balances
  - a. General fund (checking): \$ 3,661.90
  - b. Reserve funds (savings): \$3,945.07
  - c. Apparatus funds (savings): \$422.50

### Museum Business:

- 1) Regular schedule.
  - a. Saturday, September 13 – C platoon
    - i. Staffing
      1. **Chamblee** will open and close, detailed while on duty.
      2. **Legeros** will assist as second person.
      3. **Vinny Florio** will attend, to begin learning about museum staffing operations.
  - b. Saturday, October 11 – A platoon.
    - i. Staffing
      1. **Chamblee** will open and close.
      2. **Barefoot** will assist, if available to be detailed while on duty.
      3. **Vinny Florio** will also assist.
    4. Day Out Special Event
      - a. Prospective special event has been cancelled.
      - b. We'll shoot for next year.
      - c. People resources didn't play out, and on a couple fronts.
      - d. No public or RFD announcements had been made. Just concept floated by command staff a few times.
- 2) Recent artifact acquisitions:
  - a. Two glass bulb extinguishers from North Carolina Museum of History.



- iv. Broken lens and intact bulb was removed from light, placed in cardboard box, sealed with tape, and stored in a compartment on the engine.
  - b. Battery/wiring update.
    - i. Henshaw and Chamblee continue to work on the wiring.
    - ii. Battery and wire are coming.
    - iii. Starter was removed after the meeting, to take and test off-site.
    - iv. **Henshaw** will schedule one or more work meetings, to continue work.
    - v. Group discussed the length/frequency of suggested work meetings.
    - vi. Recommended ideas included just a few hours at first, instead of all day. Let the helpers get acclimated to the work.
      - 1. Also suggested to schedule on morning when Chamblee is getting off shift, and doesn't have morning obligations at home.
      - 2. And/or, on weekend mornings, when Legeros is available to help.
  - c. Restoration
    - i. **Henshaw** proposed moving forward with restoration work.
    - ii. Operational restoration has been underway, and the truck should be soon able to started and driven on the station site.
      - 1. Clutch repair is needed for road driving.
      - 2. Reworking existing would cost up to \$1,000.
      - 3. Replacing with new would cost around \$4,000.
      - 4. Future expense to consider.
    - iii. Henshaw continues to receive queries and interest in the truck, and plans for restoring.
    - iv. He sketched the steps for cosmetic restoration, which he'd like to begin this winter. (He
      - 1. Truck's exterior would be disassembled.
      - 2. Pieces sanded, primed, wet sanded.
      - 3. Truck then painted.
      - 4. Parts tagged, bagged, labeled.
      - 5. They'd be stored at the station, along with tools.
    - v. Group discuss logistics of long-term tool storage at station.
      - 1. Can check with station captains for ideas.
    - vi. Project requirements?
      - 1. Core group of a few folks needed. Plus "come one, come all" tasks, like throwing a "sanding party."
      - 2. Money for assorted costs? How much will the project cost? Minimum of about \$10,000. Maximum could be four/five/six times that, if a full restoration in the style of the 1926 ALF was done.
        - a. Fundraising will likely be needed, to complete project.
        - b. Commercial donors/sponsors will also be used, where available.
        - c. Group discussed the ideal "buffer" for our bank accounts, and best amount to have available for non-apparatus projects.
    - vii. **Legeros** is going to help **Henshaw** draft a project document, which lists the major steps, the needed resources, and other aspects.
- 3. RFD antiques
  - a. Apparatus configuration changed in late July.
    - i. Left: 1905 ALF, 1926 ALF, 1950 Mack, boats (parallel)
    - ii. Middle: 1988 Pierce, 1982 Mack, boats (parallel)

iii. Right: Empty space (reserve ladder), 1960 ALF.

See photos: <http://legeros.com/ralwake/photos/2014-08-17-rfd-sta28-antiques/>

## New Business

1. Fire museum organizational summary document, January 1, 2013 to present.
  - a. Legeros created a twenty-month report.
  - b. Has been reviewed by staff members over the last week.
  - c. Group discussed any additional changes to the document.
  - d. **Legeros** will complete and post on our web site, so our Combined Campaign message to RFD DL can include a link.
  - e. **Legeros** will also promote the report via social media.
2. Membership purchase and renewals on our web site.
  - a. Form has been updated to allow two- and three-year purchases.
  - b. Thanks to Walters for that idea.
3. Combined campaign.
  - a. We will repeat what was done last year:
    - i. Send message to RFD DL, with solicitation for fire museum as write-in donation.
    - ii. Also promote using social media to city employees, other organizations participating.
  - b. Last year we received \$884 in pledges from 18 donors.
    - i. All donors received new or renewed memberships, in appreciation.
  - c. **Legeros** writing this year's communication.
    - i. Will include link to 20-month report document.
    - ii. Will mention that all donations receive new/renewed memberships.
  - d. Barefoot reported on the schedule.
    - i. Forms were being delivered to stations this week.
  - e. **Chief Mizell** will be requested to send the message, which Legeros will complete this week.
    - i. Message will be sent to RFD DL on Thursday or later.
4. Historic Oakwood event.
  - a. Both Henshaw and Legeros have received queries about a holiday event at historic Oakwood.
  - b. They want a fire department/fire education presence, including modern and antique truck.
  - c. **Henshaw** will refer the request to Operations, for physical present.
  - d. He will connect the planners to **Legeros**, for possible program(s) at the event.
5. Social event proposed
  - a. Henshaw has proposed a "something for people at the holidays" at the fireman's club.
  - b. November or December.
  - c. Tickets would be sold to the thing.
  - d. With catered food, likely from a local barbecue vendor, who has wanted to do something for the fire museum.
  - e. Evening event, maybe Thursday/Friday/Saturday.
  - f. Maybe have music and a deejay.
  - g. Have a program of some sort.
  - h. Intention is a "come see, come talk, maybe come donate money."
  - i. Even just 20 or 30 people would be good.
  - j. Not necessarily a fundraiser, more awareness-generator. If we earn some money, great.
  - k. **Henshaw** will immediate inquire of the Fireman's Club, about usage and what they think.

- l. Would like to see this concept as an annual event.
- m. Next year, that “something” will be another fireman’s ball.
- n. **Legeros** requests update in two weeks, to help expedite marketing.

## Old Business

1. Advertising
  - a. Legeros has started expanding advertising using local online channels.
    - i. Raleigh Visitor’s Center web site.
    - ii. Triangle.com event site.
    - iii. Carolina Parenting web site.
    - iv. Craigslist events site.
2. Challenge coins
  - a. Legeros encouraged members to continue discussing and suggesting design ideas.
  - b. Graphic elements could feature the 1936 ALF and/or 1961 ALF.
  - c. Here’s one example that Legeros shared.
  - d. He notes, “sky is the limit for what the coin could contain.”



3. Future meetings
  - a. First Mondays of month are proving challenging.
  - b. Group discussed a different day of the month.
  - c. Legeros shared some survey results, from queries to staff on e-mail.
  - d. Group decided on second Tuesday of the month is the new date for museum meetings.
    - i. Effective in October.
    - ii. Test through December.
    - iii. Continue into 2015 if it proves effective.

## Next Meeting:

Tuesday, October 14