

Raleigh Fire Museum

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raleighfiremuseum.org

Monthly Staff Meeting Minutes

Date: November 11, 2014

Time: 7:00 p.m.

Location: Museum

Minutes Approval:

- 1) October 13, 2014

Finance Report:

- 1) Fund balances
 - a. General fund (checking): \$ 3,987.19
 - b. Reserve funds (savings): \$ 3,946.61
 - c. Apparatus funds (savings): \$422.67
- 2) Recent activity
 - a. Merchandise sales of \$15 on Nov 8.
 - b. Reimbursement to Tim Henshaw for apparatus expenses, \$180 on Oct 15.

Museum Business:

- 1) Regular schedule.
 - a. Saturday, Nov 8 – “A” platoon
 - i. Legeros, Florio staffed.
 - ii. Twenty visitors, mostly families.
 - iii. See museum report via earlier email.
 - b. Saturday, Dec. 13 – “A” platoon
 - i. **Walters** primary.
 1. He might have a conflict, and will advise.
 - ii. **Vinny** secondary.
 1. Vinny issue building key.
 2. Need formal process for key tracking.
 - iii. **Barefoot** may also be available, if they could be detailed to museum by authority of their chief or chief’s chief.
 1. **David Boyette** may also be interested. Legeros will drop him a note.
 - iv. Note same day as Historic Oakwood event, which is Dec. 12 and Dec. 13.
 1. Museum may also be participating/doing stuff there.
- 2) Identification for staff.
 - a. Tee shirts
 - i. No updates at present.
- 3) Furnishings

- a. Table/cabinet.
- b. Bench seat?
 - i. See below Boy Scout update.

Membership Business:

1. Renewal notices e-mailed individually, to all members with expirations in last 18 months.
2. Received a couple Postal and PayPal renewals.
3. Expected Combined Campaign donations, which will be revealed in December or January.
 - a. Donors will receive new or renewed memberships.

Collection Business:

1. Recent donations:
 - a. Vintage "brick" pager and charger from Vinny Florio.
 - b. Pair of red glass fire grenades, plus wall mounting brackets from Frank McLaurin.
 - i. One wall bracket placed inside fire prevention display in museum.
 - ii. One bracket and both grenades to be transported to storage.
2. Pending donations:
 - a. Station 3 has an "old bed" that has been set aside from the museum.
 - b. It's been placed in their storage shed.
 - c. Jay Rauer on "C" platoon dropped a note to Legeros
 - d. **Rehbock** will swing by and take same to Station 23.
 - e. Walters noted that the bed was one of a few hundred obtained from a motel, back in the day.
 - f. **Legeros** will ask retirees for more info on the hotel.
3. Collection needs:
 - a. Consider airtight container for fire grenades, to prevent contamination in the event of leaking.
 - i. Freezer bag(s) as external container? Physical box?
 - ii. **Legeros** will work on this.

Apparatus Business:

1. 1936 ALF
 - a. Awaiting updates from **Henshaw**.
2. 1961 ALF
 - a. Awaiting from **Henshaw/Chamblee**.
3. RFD antiques
 - a. Awaiting any other updates.

Old Business

1. Combined campaign.
 - a. Concluded.
 - b. We should receive notice of who pledge donations in late 2014.
2. Historic Oakwood event.
 - a. **Legeros** giving ten-minute talk this week at monthly meeting, about his research project.

- b. Awaiting update from Henshaw regarding what they're expecting/hoping for, for their two days/nights of candlelight tours in December.
3. Social event in November/December.
 - a. Awaiting updates/proposal from **Henshaw**.
4. Boy Scout project(s).
 - a. **Rehbock** met with an eagle scout, who wants to build a couple things: cabinet/display piece(s) to replace our table inside the door, and a two-person small bench with cushion, for sitting in front of the television.
 - b. Next step is a project plan that the scout will create, and seek approval from the scouts before proceeding.
5. Emergency light wiring in museum.
 - a. **Vinny** has been testing the emergency lights we have displayed at the museum.
 - b. The four-light beacon has one burned lamp. Henshaw is looking for a replacement.
 - c. The siren light will light, but the siren doesn't spin.
 - d. He's going to create a switch panel and wiring to install, for kids to use.
6. Old hydrants.
 - a. **Legeros** has tried to reach the city public works person, who contacted him about one or two old hydrants he has.
 - b. This person is a Clayton FD volunteer, and **Vinny** will contact him through his CFD contacts.
7. Interested parties.
 - a. Legeros has been contacted again by a young man interested in volunteering with the museum. He has some experience helping a fire museum in Connecticut, notably with newsletter work.
 - b. He's coming to the December opening, to meet the staff, hang out, and learn about things.
 - c. **Legeros** will send him a simple questionnaire, asking about his skills and interests, etc.
 - d. Legeros also noted in meeting that this may be a mentor opportunity, if anyone wants to "take him under his wing."

New Business

1. Schedule for 2015
 - a. Group agreed/approved that the second-Tuesday and second-Saturday days are good.
 - b. No adjustments recommended to times the museum is open.
2. Elections in 2015
 - a. We're due for two-year elections in February. Positions that will need to be filled:
 - i. President
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer
3. Alarm box and bell.
 - a. Legeros brought an alarm box and station gong that he has, and demonstrated how they work with 12 volt wiring.
 - b. We'd like to add something like this, or even these exact things, to the museum, for visitors to try.

General Discussion

What's happening with Station 3 and what's the current time frame? Legeros said he thinks two years before groundbreaking starts. Maybe three years until the new station would open. He'll ask the department planner for updates.

Fire Chief still has plans to retain current Station 3, for use as museum as education center. The new City Manager's aware of the plan. Don't know if Council Members are in the loop just yet.

There will be public information opportunities, as the neighborhood learns about the new station. This can be a good time to tell about the museum plans.

Corporate participations or partnerships are part of the Chief's plans. There will also be building/facility needs, to get the building to code compliance, plus ADA issues. Such as the likelihood of requiring an elevator.

Next steps here? Business plan or project scope document, perhaps. Such a document need to encompass everything from what the fire museum organization is today, organizational needs (like adding a board), funding issues, building issues, operational issues (what happens the day the new place opens? Who staffs the thing? Who designs programs? Who handles scheduling? Etc. etc.), and such.

Next Meeting:

Tuesday, December 9

"B" platoon

Location TBD