



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

April 11, 2019

- I. Meeting called to order at 6:50 pm
- II. Members in Attendance: President Mike Lacey, Treasurer Tom Clappi, Secretary/Webmaster Jim Kraftchak, Board Member at Large/Pipe Instructor Jim Ryan, Drum Major Bill Bryce, Pipe Major Steve Boulton and Gig Czarina Lisa Heilbraun.
- III. Old Business
 - a. Secretary – Previous BOD meeting minutes not read. Approved into record as written.
 - b. Quartermaster – QM not present
 - c. Treasurer
 - i. As of last BOD meeting - \$7620
 - ii. Prior to fundraiser - \$4323.65 in bank
 - iii. Outgoing funds over last month
 1. \$2340 for 35th Anniversary Tshirts
 2. \$90 for storage fees monthly
 3. \$1445 for 35th Anniversary Challenge Coins
 4. \$269 for Jim Ryan's Kilt
 5. \$150 Manassas St. Paddy's Day Parade Program Ad
 - iv. Incoming funds
 1. \$500 from Manassas St. Paddy's Day Parade
 2. \$700 from the St. Paddy's on the Warf in DC
 3. \$600 from FOOLS for 2018
 4. \$6100 from Fundraiser at Partiot's
 - v. Current Balance to be determined after all funds are deposited.
 - d. Uniform Committee
 - i. Written report by Gary Winemiller (attached), read to board.
 - ii. Discussion on garment bags as suggested by report
 1. Jim Ryan stated that he did not believe that it is money well spent.

2. Bill Bryce would rather spend any money on kilt hangers
 3. General vote to purchase garment bags was voted down.
 4. BOD feels that a garment bag is personal item and should be purchased as such.
 5. Bill Bryce will look into getting discounted garment bags for anyone who wants them. Atlanta Kilts was mentioned as a good place to get a good garment bag that will hold everything and isn't too expensive.
- iii. Discussion on current uniforms was had
1. Need to look at current uniform and see what can be done to update or replace worn parts
 2. Entire band should probably be in the same caubeen with the same badge as right now we have some wearing the "winter" caubeen and metal badge and some wearing the "summer" caubeen and cloth badge.
 3. Mike Lacey mentioned that the sweater badge could potentially be used as the caubeen badge as it looks good.
 4. Uniform Committee needs to look into these issues and make recommendations.
- e. By Laws Committee – Matt Lopez was not present and provided no written report.
- i. By Laws Committee needs to follow up in order to start acting on By Law changes prior to the next BOD meeting in order to stay within the window for change established in the current By Laws.
- f. Membership Committee – Louis Santano was not present and provided no written report.
- g. Updated Fundraising Letter – Jim Ryan did not provide updated letter and asked that a copy be sent him so he can have it for the next BOD meeting. Jim Kraftchak sent it to him.
- h. Committees
- i. Now that committee chairs are set, committees need members. To that end, Jim Kraftchak will draft an email to go out to the entire band membership listing the committees and soliciting membership from the band members.
 - ii. Committee chairs need to either be present at the BOD meetings or submit a written report to the BOD prior to the next scheduled meeting.
- i. Fire Department Scheduled Events
- i. The band needs information as soon as possible on any Fire Department scheduled events such as picnics, graduations and retirements so that we can adequately plan for and schedule them.

- ii. To that end, it was determined that Pipe Major Steve Boulton, Drum Major Bill Bryce and BOD President Mike Lacey should work to meet with the Chief and/or Assistant Chief of each department in northern Virginia to:
 - 1. Let them know that we exist and are here to assist in their scheduled events should they wish us and,
 - 2. Let them know that we need to know as soon as they schedule something that they would like us to participate in so that we can schedule it in and get a band together to support them.
- j. Event Scholarship
 - i. See BOD Meeting Minutes from March 7, 2019 for general outline of scholarship.
 - ii. \$500 per year was suggested for up to 2 band members. This would mean that if there are two members selected, they would receive \$250 each.
 - iii. Lisa Heilbraun mentioned that the band spends around \$2,000 each year to subsidize rooms at Emmittsburg for the NFFM and she feels that this should continue so we don't want to pull the money from that.
 - iv. Jim Ryan motioned that up to \$500 be pulled immediately from the proceeds of the fund raiser and set aside for up to 2 band members to attend an event each year. Jim Kraftchak seconded. Motion passed unanimously.
 - v. Music Committee consisting of P/M, D/M, Piping Instructor and Drumming Instructor will select the event(s) that the scholarship can be applied to.
 - vi. Red Sash Committee will draw up definitive guidelines for picking band members for this scholarship and publish those guidelines to the general membership.
- k. TeamSnap
 - i. Lisa Heilbraun suggested that TS can be used for all emails and chats so that everything for the band is in one location rather than spread out.
 - ii. Jim Ryan asked Lisa to provide a PowerPoint to show what all the features that are available in TS are and how to use them so that everyone can more easily know how to use the app.
 - iii. Lisa will add the BOD to TS as administrators so there is more than one person who can add/update events.
 - iv. Lisa will figure out how to better identify gigs on TS to get more folks to respond.
 - v. Jim Ryan requested that a KTA tunes workshop be setup and put on TS.
 - vi. P/M Steve Boulton will work to create a list of pipers that can do events like: solo gigs, 2-3 piper gigs, small band gigs, etc... so

that when those events come up, only those in these groups will be notified.

IV. New Business:

a. Tunes

- i. Jim Ryan suggested that he sit down and on a practice chanter, record all the tunes and then they can be posted to the website rather than the MIDI files we now have.
- ii. BOD agreed and he will have them completed prior to the next BOD meeting on May 9, 2019.
- iii. Jim Kraftchak will get them posted to the website as soon as he receives them.

b. 35th Anniversary

- i. What do we want? Gala, beer bash or something in the middle?
- ii. Lisa Heilbraun mentioned that at the 25th Anniversary the band did a family dinner at Magiano's restaurant, which was well received by all who attended.
- iii. Mike Lacey suggested that we contact all former members of the band and invite them as well.
- iv. Mike will contact Gary Winemiller and see if he would be willing to head up the committee to determine what we will do.

c. Storage

- i. The question was raised as to why we are paying \$90 each month for storage?
- ii. Steve Boulton suggested that we purchase a trailer for storage.
- iii. Jim Ryan mentioned the possibility of getting a conex (shipping) container for storage.
- iv. The question of where to store either a trailer or a conex then came up and Fairfax Fire Academy is probably out. Loudoun Fire Academy might work but if they build on, which is possible, then we might lose the space.
- v. Jim Ryan motioned that we have a complete inventory of everything in storage along with:
 1. Its current condition,
 2. Likelihood of being used and,
 3. Whether or not it can be gotten rid of.
- vi. Tom Clappi seconded and the motion passed unanimously.

d. Fundraising

i. April 6, 2019 Fundraiser

1. .Bill Bryce announced that we raised \$6,100 at the fund raiser on April 6, 2019 at Patriots Bar and Grill.
2. Kevin Byrne was the closest on his guess \$5,987.65 so he will get a 35th Anniversary Tshirt and challenge coin.
3. Breakout on fundraiser is as follows:
 - a. \$275 for online sales of swag
 - b. \$130 for 50/50

- c. \$1,650 in credit card charges for Door, Silent Auction and Swag
 - d. \$1,060 in checks for Door, Silent Auction and Swag
 - e. \$2,485 in cash for Door, Silent Auction and Swag
 - f. \$500 from Patriots Bar and Grill
- 4. Need to have more people next time selling 50/50 tickets so we can raise more money.
- 5. Bill Bryce will do an inventory to determine exactly what swag was sold and how much of each.
- 6. Discussion was had about coming up with a plaque to hang at Patriots Bar and Grill.
 - a. Bill mentioned that the previous BOD had determined that anything under \$300 did not need a formal BOD approval to be purchased.
 - b. Bill will look into getting a plaque created for Patriots Bar and Grill not to exceed \$100.
- 7. Patriots Bar and Grill were SUPER happy with us being there and stated that this was the busiest they have ever been and we are welcome to come back anytime.
- 8. Patriots have also stated that if we want to put a permanent boot there for long term fundraising they would support this.
- 9. Jim Ryan that as far as playing went, while we sounded great, we played way too much. Next time we need to space out our sets more.
- ii. Bill Bryce stated that he would like to do another fundraiser sometime in the fall
- iii. St. Patrick's Day
 - 1. Jim Ryan suggested that instead of many of the band going to NYC to play in parades up there, that we stay here as a full band and use it as fundraiser.
 - 2. Patriots Bar and Grill would love to have us come play again.
 - 3. We could look into the price of bus and then do a pub crawl to a number of pubs, play a few sets, pass the boot and move on to the next one.
 - 4. Jim Ryan states that we could make a huge amount of money doing that.
- e. Facebook Group vs Facebook Page
 - i. Need optimized social media
 - ii. Need a new Public Information Officer (PIO)
 - iii. Jim Ryan suggested that the official face of the band on FB be the page and use groups for band members only.
 - iv. The FB page needs to be updated to show current information and be kept current.

- v. Lisa Heilbraun stated that Jane Wetzel is the one currently managing the band FB presence.
 - vi. We need to vet that everyone on the FB group is also on the FB page before shutting down the FB group.
 - vii. Jim Ryan motioned that Jim Kraftchak be put in charge of fixing the band's social media footprint. Tom Clappi seconded. Motion passed unanimously.
 - viii. Jim Kraftchak, Bill Bryce and Jane Wetzel will schedule a time before the BOD meeting to get together and work this process out.
- f. Prince William County Firefighter's Pipe Band
- i. An email was sent to their membership from their P/M that they should come to us for lessons and to get up to speed on their instruments.
 - ii. The concern with this is that they will come here, get trained for free and then go back to the PWC band and not join our band. So the question comes, what do we do?
 - iii. Jim Ryan suggested that they pay \$20 per lesson and then after they are on the street and they do 10 gigs as part of our band, they get the money back. Downside to that suggestion is that we don't charge anyone off the street for lessons who just as easily turn around and leave after getting trained so why charge them?
 - iv. Biggest issue is that the instructors (Jim Ryan for pipes and John Bidegeneta for drums) feel that their stated action is to leave and go back to PWC band as soon as they are trained.
 - v. Tom Clappi argued passionately that he doesn't believe that will happen as one of their drummers is already taking lessons with us and is a friend of Tom's and stated over and over to Tom that his first commitment is to our band and THEN PWC and he feels that will be the same for anyone else. This changed Jim Ryan's mind.
 - vi. Jim Ryan motioned that Mike Lacey as president draft up a letter to be sent to the PWC band membership welcoming them to take lessons with us with open arms. Jim Kraftchak seconded. Motion pass unanimously.
 - vii. Mike Lacey to get the letter out to them by April 17, 2019.
- g. Upcoming Gigs
- i. Loudoun Graduation April 26 at 10AM
 - ii. Ride of the Patriots May 26 at 7AM
 - 1. Jim Ryan motioned that we sell swag at Patriots Harley-Davidson parking lot and that we have a space for it. Tom Clappi seconded. Motion passed unanimously.
 - iii. Virginia Fallen Firefighters Memorial June 1 at noon.
 - iv. Steve Boulton is getting married right after the VFFM event at his house and the entire band is invited. Details forthcoming.

- v. Tom Clappi motioned that we do the wedding event on June 8 at 7PM as the band will be paid \$1,000 for it. Jim Kraftchak seconded. Motion passed unanimously.
- h. Sandy Keith leaving for Germany (TO BE REDACTED FROM PUBLISHED MEETING MINUTES UNTIL AFTER EVENT)
 - i. Since Sandy is leaving it would be nice to do something for him for all the time he gave to the band.
 - ii. Suggested should be done at an open rehearsal possibly at Patriots so he isn't aware its happening and make it about him rather than "oh we were doing this event and we just tacked it on" like doing it at Skidoo's after the Ride of the Patriots would be.
 - iii. He really likes shadowbox stuff so it's suggested a shadowbox of band stuff be created for him.
 - iv. Jim Ryan motioned that we spend a max of \$150 to put a shadowbox together for him. Jim Kraftchak seconded. Motion passed unanimously.
 - v. Jim Ryan motioned that Tom Clappi be assigned to determine the location, date and time for the event for Sandy. Mike Lacey seconded. Motion passed unanimously.
 - vi. Jim Ryan motioned that this entire conversation be redacted from the published meeting minutes until after the event. Jim Kraftchak seconded. Motion passed unanimously.

V. Meeting adjourned at 10:10 pm

ATTACHMENT

COMMITTEE REPORT UNIFORMS

UNIFORM, DRESS. DEPARTMENT

At our last Annual Band Meeting, I asked that all Band Members take the opportunity to review the Uniform Manual and look at the current standards for wearing each class of uniform. Since then, I am pleased to say our uniform appearance at the last several gigs have improved a great deal.

It certainly looks good when we all look the same.

I would ask that if you have a worn item on your uniform, please bring it to the attention of Jason (Quartermaster) or myself so we can have it replaced.

SCHEDULED FOR MAY,
NEW PICTURES WILL BE TAKEN FOR UNIFORM CLASSES AND UPDATED FOR THE UNIFORM MANUAL:

ITEMS FOR BOARD CONSIDERATION:

- . Consider purchase of garment bags for all Band Members for the storage and transport of Band

Uniforms.

All Kilts and Tunics are wool and must be stored properly. Care is very important for these expensive

Items. We spend thousands of dollars to outfit each member this I feel would protect our

Investment.

- . Consider replacing summer Caubeens and cloth badge. Several need replaced or do not fit properly.

Also, many hackles are faded or worn.

UNIFORM INSPECTION AND CLASS LATER THIS SUMMER.

If there are any questions please let me know.

Gary W. Winemiller

Uniform Committee