



## Northern Virginia Firefighters' Emerald Society Pipe Band

### Board of Directors Meeting

May 9, 2019

- I. Meeting called to order at 6:50 pm
- II. Members in Attendance: Vice President Matt Lopez, Treasurer Tom Clappi, Secretary/Webmaster Jim Kraftchak, Board Member at Large/Pipe Instructor Jim Ryan and, Drum Major Bill Bryce.
- III. Reports
  - a. Secretary – Previous BOD meeting minutes reviewed. Tom Clappi moved to approve as written, Jim Kraftchak seconded. Discussion was held and one spelling error was discovered and Jim Ryan motioned to approve as amended and Tom Clappi seconded. Second motion passed. Previous meeting minutes will be corrected by Jim Kraftchak.
  - b. Quartermaster – Not present and no written report provided
  - c. Treasurer
    - i. Current balance stands at \$12,958.65
    - ii. There are no outstanding debts at this time.
    - iii. Treasurer requests that a budget be established for items like drum heads, bag covers, cords, reeds, chanters, etc...
    - iv. Jim Ryan moved that the band provide bag covers and cords so we are uniform, Jim Kraftchak seconded. Motion passed but this needs to be passed to the Uniform Committee to determine what these should look like. Jim Ryan and Jim Kraftchak to look into prices for bags and cords.
  - d. Uniform Committee – Gary Winemiller was not present and no written report provided
  - e. By Laws Committee
    - i. Matt Lopez to get the By Laws and will send them out to the full band for comments.
    - ii. All recommendations from the band will be taken to the committee to be worked on.
  - f. Membership Committee – Louis Santano was not present and provided no written report.

- g. Fundraising Committee
  - i. Bill Bryce is working on getting open rehearsals at Patriots Pub and Grill as well as Jimmy's Old Town Tavern where we can also do fundraising.
  - ii. The possibility of moving the after parade party on July 4 from the Aulde Shaubeen to Patriots Pub and Grill was mentioned for 2020 as it is just as close as the Aulde Shaubeen and we might be able to get better accommodations.
  - iii. It was also mentioned that we should target both big and small companies for donations.
  - iv. Bill Bryce to come up with a plan to target businesses for donations and present that plan at next meeting.
  - v. Bill Bryce to create a summary line item of what amount of funds were raised at what event since the beginning of the year. In other words, Event X on Date Y we got Z much money. This should be a running report so we can see what monies were raised throughout the year.
  - vi. Look into the cost of doing a bowling tournament to be used for fund raising.
  - vii. Bill Bryce to design a plaque and get the costs for providing a plaque to businesses that donate to the band. Key item is it needs to have a place for year that can be updated annually.

#### IV. Old Business

- a. Recorded Tunes
  - i. Jim Ryan was to 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. This has not yet been done.
  - iii. Jim Ryan will work to get them done on YouTube with a private channel so that only the band can see them.
  - iv. Jim Kraftchak will then get the links on the website once they are completed.
- b. 35<sup>th</sup> Anniversary
  - i. Jim Ryan will reach out to the Hylton by him to see if they could host an event and what it would cost.
  - ii. We need to at least break even on the costs.
  - iii. 1<sup>st</sup> or 2<sup>nd</sup> weekend in November was suggested at the time to do it.
- c. TeamSnap
  - i. Let it be known that Jim Ryan downloaded TeamSnap and is now signed up!
  - ii. Everyone needs to be using TS so we can accurately predict who will attend what events.
- d. Prince William County Firefighters Pipe Band
  - i. Letter was sent from Mike Lacey, President to their membership inviting them to join our band.

- ii. We currently have 1 or 2 from that band who have joined us.
- e. Sandy Keith Party (TO BE REDACTED IN PUBLISHED VERSION)
  - i. Event will be June 5 at Patriots Pub and Grill as an open rehearsal.
  - ii. Need to consider getting something for his wife Amanda as well.
  - iii. Bill Bryce will speak to Jason Allen about getting a plaque for Sandy.

V. New Business:

a. SSL for Website

- i. Jim Kraftchak mentioned that with our website now having a true e-commerce store we should really have all that data encrypted as it's being transmitted so as not to compromise anyone's information.
- ii. SSL or Secure Socket Layers certificate on our site will accomplish that.
- iii. Cost for the first year would be \$65 and then \$80 each year thereafter.
- iv. Jim Ryan motioned that we purchase the certificate and Matt Lopez seconded it. Motion passed unanimously.
- v. Jim Kraftchak will get the certificate purchased and installed on the web site.

b. Good of the Order

- i. We MUST make a good showing at the Virginia Fallen Firefighters Memorial.
- ii. With the previous band that was running this event not going to be there this year, this is our opportunity to take over this event and make it great.

VI. Meeting adjourned at 8:00 pm