



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

November 14, 2019

- I. Meeting called to order at 7:05 pm
- II. Members in Attendance: President Mike Lacey, Treasurer Tom Clappi, Secretary/Webmaster Jim Kraftchak, Board Member at Large/Pipe Instructor Jim Ryan and, Drum Major Bill Bryce, Quartermaster Jason Allen, Gig Czarina Lisa Heilbraun, Phil Nannery.
- III. Reports
 - a. Secretary
 - i. Previous BOD meeting minutes reviewed. Jim Kraftchak moved to approve as written, Jim Ryan seconded. Approved unanimously.
 - b. Treasurer
 - i. \$14,561.25 currently in the bank
 - ii. \$677 was deposited last month
 - iii. \$90 expense for the storage locker fee
 - iv. IRS reporting issues has been resolved. We now only need to file a 990M postcard form annually.
 - c. Quartermaster
 - i. Jessica Dispenza has been outfitted with all uniform items however she may need a new tunic.
 - ii. Have 20 tunics in storage, 12 of which are original tunics and not serviceable.
 - iii. Currently out of sporrans, sporran chains and flashes. To get more will cost around \$600.
 - iv. Jim Ryan asked we have retrieved all the available inventory from folks that are inactive or who have left the band. Jason Allen stated that most has been returned.
 - v. Jim Ryan motioned to allow the Quartermaster to dispose of any bad tunics in whatever fashion he deemed necessary. Tom Clappi seconded and the motion passed unanimously.
 - vi. Jim Ryan motioned that we allow the Quartermaster to up to \$500 to replenish sporrans, sporran chain, flashes and

whatever other miscellaneous uniform pieces are needed. Jim Kraftchak seconded and the motion passed unanimously.

d. Uniform

- i. Gary Winemiller was not present and did not submit a written report.

e. Bylaws

- i. Matt Lopez submitted the following written report:
 1. The proposed changes that were reviewed and approved by the Board of Directors were subsequently emailed to the entire membership. A reminder will be sent to review the proposed changes and direct questions to either the board or members of the committee.
- ii. Jim Ryan motioned that Jim Kraftchak send out a reminder to the band to review the proposed bylaw changes. Jim Kraftchak seconded and the motion passed unanimously.

f. Membership

- i. Matt Lopez submitted the following written report:
 1. An email and revised band flyer was distributed to all uniformed, civilian and volunteer personnel within Fairfax County Fire and Rescue. This resulted in 3 prospective candidates reaching out to me expressing interest. One is a former pipe band drummer and two are interested bagpipers (one of whom played with Prince Williams' band prior to leave the job for Fairfax). Brother Lacey found a prospective drumming student at the Manassas Veteran's Day Parade who did attend band rehearsal Wednesday night to inquire further. Spoke with a prospective Arlington County firefighter interested in learning the pipes while attending and piping at the Commonwealth of Virginia Fire Marshall's Academy Graduation this morning. Will reach out to Dorothy Farley to develop a short 3-5 minute recruiting video - have not completed this task previously due to work and family obligations.
- ii. Jason Allen is working with Fauquier County Fire Department to try to recruit members there.
- iii. Jason Allen is talking to Ivan Browning to coordinate recruitment efforts in Montgomery County Fire Department since there are some who work there that live in Virginia and would probably not join Montgomery or Baltimore bands but might join us.
- iv. Jason Allen to send a copy of the flyer he is using for recruitment to Tom Clappi for distribution in Loudoun County Fire Department.

- v. Mike Lacey motioned that the band purchase generic business cards, not to exceed \$50 so that members have a card to hand out for recruiting. Jim Ryan seconded and the motion passed unanimously. Bill Bryce to purchase.
- g. Fundraising
 - i. We could do an open rehearsal on St. Patrick's Day at the Patriot.
 - ii. Plan is to do spring and summer fund raisers.
 - iii. Lisa Heilbraun mentioned that Chez Francios offered to do a fund raiser for us. Cost would be \$25 per person and then whatever we charge above that would go to the fund raising.
 - iv. Mike Lacey asked about the potential for selling the sponsorship plaques as discussed in the past and Bill Bryce stated that he has approached several places and they've always given a noncommittal answer, which means no.
 - v. Jim Ryan brought up that if we take St Patrick's Day off and just play at various bars and establishments all day we could raise lot of money.
 - 1. Phil Nannery volunteered to look into seeing about setting up a list of places where we could play.
 - 2. The St. Patrick's Day committee was established by the Mike Lacey as the President and the committee consists of Phil Nannery and Bill Bryce.

IV. Old Business

- a. \$3,000 shortfall in fundraising
 - i. Our stated goal for the year was \$10,000 in fundraising and to date we are \$3,000 short.
 - ii. \$650 due in for the private Halloween Party performance.
 - iii. Jim Ryan motioned that we discount all our swag sales by 10% and put that all over our website and social media for the holidays to help raise swag sales. Tom Clappi seconded and motion passed unanimously. Jim Kraftchak will implement this on the website and social media.
- b. Recruitment Video – Matt Lopez is going to talk to Dorothy Farley to see if she would help in making a recruiting video.
- c. Name Tags
 - i. Mike Lacey motioned that we get name tags with first initial and last name for wear on just the white shirts. Jason Allen seconded the motion.
 - ii. Mike Lacey amended his first motion to have Bill Bryce look into the designs and report back to the board on a recommended look for the name tags. Jason Allen seconded the motion. Mike Lacey and Jim Kraftchak voted yes on the motion. Jim Ryan and Tom Clappi voted no on the motion. Motion was not approved.
- d. Bylaws Review

- i. 2.1.7
 1. Jim Ryan motioned that we change the proposed language from age 21 to age 18. Jason Allen seconded and motion passed unanimously.
 2. Previously approved to add 2.1.7 which would now read: Accompaniment: Band members below the age of 18, when the band is performing in a venue where alcohol is available, he/she must be accompanied by parent, guardian or designated temporary guardian.
- ii. 2.1.6
 1. Original: Other: Children of full members, age 16 to 19 may participate with the band student members or in such other capacity as determined by the Pipe Major / Drum Major.
 2. Previously approved change Other: Children of members (as defined in section 2.1.1) under the age of 19, may participate with the band as student members or in such other capacity as determined by the Pipe Major / Drum Major &/or President.
 3. Jim Ryan motioned that we change the age from 19 to 18. Mike Lacey seconded and the motion passed unanimously.
- iii. 2.1.1
 1. Jim Ryan motioned that we change the
 2. Original: Membership is open to all adults at least 19 years old, ...
 3. Recommended: Membership is open to all adults at least 18 years old, ...
 4. Initially this change was voted down in October.
 5. Jim Ryan motioned that we now accept the recommended change due to other departments in NOVA other than Fairfax allowing recruits to join at 18 as pointed out by Tom Clappi. Motion seconded by Tom Clappi and motion passed unanimously.
- iv. 3.8 Member at Large
 1. The current bylaws do not include a description for the member at large position and defining this position was tabled at the October BOD Meeting.
 2. Proposed language for duties of the Member At Large: Unlike other executive board leadership such as a president or treasurer, a member at large doesn't have a specific role. A member at large serves as a liaison to the general membership. Duties change as needed to fulfill board requirements and address overall organizational goals.

3. Jim Ryan motioned that the duties for the member at large be added to the bylaws. Tom Clappi seconded and the motion passed unanimously.
4. As a result of inserting paragraph 3.8 as the Member At Large, current paragraphs 3.8 through 3.10 will be renumbered to 3.9 through 3.11
- v. Tom Clappi brought up a discussion on changing 6.2.2 back to \$500 as opposed to the approved \$200. After discussion it was agreed that the proposed change to \$200 would remain in place to be voted on by the membership.

V. New Business

- a. Annual Membership Meeting
 - i. To be currently held on January 29, 2020
 - ii. Current order of new business
 1. Reading of last year's meeting minutes
 2. Voting on bylaw changes
 3. Election of BOD Officers
 4. If passed in the bylaw changes, election of P/M and D/M
 - iii. Any concerns any member has should be brought to Jim Ryan as the Member At Large or absent him, any other member of the BOD.
- b. Upcoming Gigs
 - i. FOOLS Pub Crawl
 1. Currently December 18
 2. Not much other information at this point
 3. Mike Lacey will reach out and try to figure this out
 - ii. Alexander Christmas Walk
 1. Parade will be held on December 7 in the morning
 - iii. Chincoteague Fireman's Parade
 1. Parade will be held on December 7 in the evening
 - iv. Band Christmas Party
 1. Jim Ryan motioned that we hold the party this year in the private room at Patriots Pub and Grill on December 11 instead of rehearsal and band pay up to \$500 on towards food.
 2. Tom Clappi seconded the motion and the motion passed unanimously.
 - v. 2020 St. Patrick's Day Events
 1. Mike Lacey motioned that we table that discussion until next meeting. Jim Kraftchak seconded and the motion passed unanimously.

VI. Meeting adjourned at 10:00 pm with motion by Tom Clappi and seconded by Jim Ryan and unanimous vote.