



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

January 9, 2020

- I. Meeting called to order at 7:15 pm
- II. Members in Attendance: Treasurer Tom Clappi, Secretary/Webmaster Jim Kraftchak, Board Member at Large/Pipe Instructor Jim Ryan and, Drum Major Bill Bryce, 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. \$14,083.24 currently in the bank
 - ii. \$300 was deposited last month
 - iii. \$180 expense for 2 months of the storage locker fee
 - iv. \$263.50 expense for a kilt for Jessica Dispenza
 - v. \$334 expense for flowers for Kevin Byrne's father's funeral.
 - c. Quartermaster
 - i. Jason Allen was not present and did not submit a written report.
 - d. Uniform
 - i. Gary Winemiller was not present and did not submit a written report.
 - e. Bylaws
 - i. Matt Lopez was not present and did not submit a written report.
 - f. Membership
 - i. Matt Lopez was not present and did not submit a written report.
 - g. Fundraising
 - i. Annual fundraiser will be held in June at Patriots Bar and Grill in Fairfax. Exact date to be set.
- IV. Old Business
 - a. Bylaws

- i. Bylaws changes have been sent out to everyone.
 - ii. Jim Kraftchak created a Bylaws changes summary and sent that out to everyone.
 - iii. Requested to have the Bylaws changes summary sent out again to everyone the week before our annual membership meeting.
- b. Annual Membership Meeting
 - i. Bill Bryce stated that we need to make sure that we have a room available at the academy for our meeting. He will check with Matt Lopez to see if we can reserve a room.
 - ii. Jim Ryan asked if we can have refreshments at the meeting like cake and sodas or coffee. Bill Bryce will also check with Matt Lopez on that.
 - iii. Proposed agenda for the meeting
 - 1. Secretary Report
 - 2. Treasurer Report
 - 3. President Report
 - 4. Vice President Report
 - 5. Member at Large Report
 - 6. Drum Major Report
 - 7. Pipe Major Report
 - 8. Quartermaster Report
 - 9. Uniform Report
 - 10. Band Manager Report
 - 11. New Business
 - a. Bylaws changes voting
 - b. If Bylaws section related to voting for PM and DM pass
 - i. Nominations for PM
 - ii. Nominations for DM
 - 12. Nominations for BOD Officers
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Member-at-Large
- c. Potential Gigs
 - i. The NYC parade is in all likelihood a no go this year as that falls on St. Patrick's Day and the band is planning a fund raiser for that day.
 - ii. Lisa Heilbraun stated that she has already registered the band for the Alexandria St. Patricks Day Parade. She also stated that the registration form that Alexandria is using features a picture of us on the form.
 - iii. Lisa Heilbraun also stated that she is currently unable to register us for the Manassas St. Patrick's Day Parade because the registration is not open yet.

- iv. Bill Bryce is going to check with the folks at the DC Warf to see about having an earlier pickup for us and potentially having a place at the restaurant set aside for us as well as if they are going to feed us for free or not.
- v. While we were discussing other items, Bill Bryce texted with the Warf contacts and they have told us as of now a bus is currently not available to get us. Bill will call them to speak and figure out what can be done and how.
- vi. Tom Clappi stated that he has spoken with Nanook for the NY Yonkers and Pearl River Parades and he also has a block of rooms set aside for us and a bus.
- d. Jim Ryan asked if Jason Allen has spent the \$500 we approved for sporrans and misc. uniforms supplies or not. Tom Clappi stated that he will check with Jason and remind him.
- e. Jim Ryan asked if Jason Allen had sent Tom Clappi the recruitment flyer as he had said he would at our last meeting. Tom stated that he did indeed receive it.
- f. Bill Bryce did not yet order the generic business cards as he was supposed to. He stated that they would be ordered this week.

V. New Business

- a. St Patrick's Day Bus Crawl
 - i. Committee consists of Bill Bryce, Phil Nannery and Tom Clappi
 - ii. Purpose of this bus crawl is to be a major fundraiser for the band.
 - iii. It will occur on March 17, 2020 (St. Patrick's Day).
 - iv. Need to know as soon as possible how many folks are willing to participate so we know if we have an event or not.
 - v. Plan is charge each pub a flat rate of \$300 for us to play for about 15 minutes and also pass the boot.
 - vi. Starting time is set for 11AM right now.
 - vii. Lisa Heilbraun suggested that we start at 3PM rather than 11AM because folks can more easily take ½ a day off work than a full day.
 - viii. Jim Ryan suggested that we do 1 bar every hour as that will allow us to get there, play and then get back on bus and go to the next bar.
 - ix. Phil Nannery suggested that any potential recruits to the band should join us to see what fun we are having and they can help out with passing the boot and swag sales as well.
 - x. Lisa Heilbraun is to put his even on TeamSnap immediately so we can get a feel as to how many folks will participate.
 - xi. The committee is to have a list of bars that will be willing to hire us and a potential schedule for this event by the end of the month.
- b. Manassas St. Patrick's Day Parade Ad

- i. Lisa Heilbraun stated that they pay us \$500 to participate in the parade.
 - ii. We have normally purchased a ½ page ad for \$150 over the years.
 - iii. After some discussion on the issue, Jim Ryan motioned that we spend \$300 for a full page ad and craft a good ad that has our schedule of events, that we give instruction, and contact information to drive recruitment and get new jobs. Tom Clappi seconded and the motion passed unanimously.
 - iv. Jim Kraftchak will work to create the ad but stated that he needs copy input from someone as to what we are going to say. The ad will be created in Microsoft Publisher as that is the format they want it sent in.
- c. Scholarships
 - i. This is to be brought up at the General Membership Meeting and discussed there. Tom Clappi motioned that we table any further discussion on that topic for the current meeting. Jim Kraftchak seconded and the motion passed unanimously.
- d. Drum Cases
 - i. Tom Clappi stated that he spoke with John Bidegeneta and that he was requesting the band purchase 4 hard cases for the snare drums for \$740. There is also the need for new carrying straps and other items that brings the total close to \$1,000. Tom Clappi motioned that we authorize John to purchase the cases, carrying straps and other items needed for the snares for a total cost not to exceed \$1,000. Jim Ryan seconded and the motion passed unanimously.
- e. Membership
 - i. Phil Nannery stated concern over the declining numbers in the band and wanted to know how we can do more to increase membership.
 - ii. Bill Bryce stated that we did an open house several years ago at the academy that seemed to work in getting a few new members so maybe we should do it again.
 - iii. Jim Ryan also mentioned that with our 501(c)3 status, we could make press releases that we could get to radio stations to advertise our events and recruiting free of charge.
- f. Good of the Order
 - i. Jim Ryan motioned the Secretary go through all the meeting minutes from the BOD for this year and create a summary of all decisions that were made so that the next BOD has the information as to what was done and approved by the previous BOD. Tom Clappi seconded and the motion passed unanimously.
 - ii. Tom Clappi stated that Sandy Keith's wife Amanda has been recently diagnosed with a very aggressive breast cancer. The

good thing is that they caught it really early. If you are friends with Sandy and/or Amanda on Facebook, what they want is just positive thoughts right now.

VI. Meeting adjourned at 8:50 pm with motion by Tom Clappi, seconded by Jim Ryan and passed with a unanimous vote.