



Northern Virginia Firefighters' Emerald Society Pipe Band

Annual General Membership Meeting

January 29, 2020

- I. Meeting called to order at 7:04 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, Pipe Major Steve Boulton, Gig Czarina Lisa Heilbraun, Quartermaster Jason Allen, Phil Nannery, Gary Winemiller, Matt Bickert, Brian Dunn, John Bideganeta, Matt Kahle, James Lind, Kevin Byrne, Louis Santano, Jim Martin, Beth Anderson-Morgan. See attachment for sign in sheet.
- III. Announcements
 - a. Gary Winemiller stated that Ed Snyder's cancer has gotten worse as it's a fast growing cancer. Please keep him in your thoughts and prayers as he goes through this.
 - b. Kevin Byrne stated that Pete O'Brien has been in the hospital with pancreas issues. He seems to be doing better but is still a bit under the weather.
 - c. Bill Bryce has gotten a card for Ed Snyder and it will be passed around for everyone to sign.
- IV. Reports
 - a. Secretary
 - i. Previous Annual Membership meeting minutes reviewed. Kevin Byrne moved to approve as written, Gary Winemiller seconded. Approved unanimously.
 - ii. Previous Annual Membership Meeting Minutes can be found on the website for review.
 - b. Treasurer
 - i. Tom Clappi presented the Treasurer's report.
 - ii. See attached Treasurer's Report for full details on the band's finances.
 - iii. The BB&T account was closed last year and all funds have been deposited into a new Wells Fargo account. This new account has been working wonderfully for the band.

- iv. Gary Winemiller asked if the proper task forms have been completed for the band. Tom Clappi stated that they have and since we are under \$25,000 in total funds, it's a simple post card we have to fill out.
- c. President
 - i. Jim Kraftchak read the written president's report provided by Mike Lacey since he had surgery earlier in the day and was unable to make the meeting.
 - ii. A copy of the report can be found in the attachments of these minutes.
- d. Vice President
 - i. Matt Lopez presented his report as Vice President.
 - ii. A copy of the report can be found in the attachments of these minutes.
- e. Member-At-Large
 - i. Jim Ryan presented the Member-At-Large report.
 - ii. The Member-at-Large position did not have a clear definition when the year started. That has changed as will be shown in the Bylaw updates. The position now is the liaison between the band members and the Board of Directors.
 - iii. The band has gotten stronger over the year thanks to the hard work of everyone.
 - iv. Recruitment remains a big issue for the band and especially drummers so please look to find anyone who might be interested in joining.
- f. Drum Major
 - i. Bill Bryce stated that what everyone had said to this point is correct and that recruiting is a must. We need younger players to keep the band going.
 - ii. Keep doing what we are doing as we are doing great.
- g. Pipe Major
 - i. Steve Boulton stated that we have made great strides in the musicality of the band. We are play much better at this point than we were last year.
 - ii. An inventory of chanters is being maintained so that we know who has what and that we can have spare chanters for when we need them.
 - iii. Steve Boulton stated that after two years of being the Pipe Major he is stepping down. He will remain with the band just not in the role of Pipe Major.
 - iv. Many thanks for his service as P/M were given by all in attendance.
- h. Quartermaster
 - i. A copy of the inventory report can be found in the attachments of these minutes.

- ii. Two kilts were purchased last year (Ryan and Dispenza) and that was the biggest expense.
 - iii. We may need a few more kilts in the coming year depending on when folks get on the street.
 - iv. Jim Martin stated that he needed a new belt as the one he has is too large.
 - v. Phil Nannery suggested that we maintain a complete uniform set for Jim Ryan so that if he is missing anything at an event we have it available for him.
- i. Uniform Officer
- i. Gary Winemiller stated that Uniform Manual was updated last year to reflect the changes in the uniform and is available on the website. Everyone needs to download it and review and make sure your uniform meets the requirements.
 - ii. There will be an uniform inspection in April 2020, exact date to be announced, where all uniform items will be inspected and anything that needs to be replaced will be replaced if possible.
 - iii. Overall appearance over the last year was pretty good. We do need uniformity in pipe bags and cords however. Cords and bags should be green and seeing red and purple and other colors when we are performing looks wrong.
 - iv. If the changes to the bylaws pass at this meeting then if someone wants to make a change to the uniform, it should be put into writing and submitted to Gary Winemiller who will review it and pass it along to the board along with his recommendations.
- j. Band Manager
- i. Lisa Heilbraun thanked everyone that made all the gigs that the band did this past year. We know it takes a lot of time to perform at these gigs from your personal life.
 - ii. Please use TeamSnap early and often. All events are put up there as soon as we have the information and this information is critical in determining if the band will perform at an event or not.
 - iii. Steve Boulton stated the Piper Major and Drum Major use TeamSnap to determine how to set up the band based on how many folks are signed up and the level of experience with those folks.
 - iv. Matt Lopez suggested that we use TeamSnap to track rehearsals so that we know who will be attending and even potentially what the plan for the rehearsal is in regards to music and times on pipes, etc...
 - v. Lisa Heilbraun stated that if you find that a gig is not that good and do not want to do it again to let her know.

V. New Business

- a. Chieftains Concert

- i. The concert will be held on Thursday March 19, 2020.
 - ii. Steve Boulton stated that auditions will be required for the music in order to perform at the concert.
 - iii. Bill Bryce stated that this is at least a half day event if not all day. Plan to arrive no later than 2PM and be there for duration.
 - iv. Bill Bryce also stated that everyone should start planning for the St. Patrick's Day week as we'll have the Pub Crawl on St. Patrick's day, rehearsal and then the Chieftains concert.
- b. St. Patrick's Day Pub Crawl Fundraiser
 - i. Phil Nannery is the committee chair for this event and is currently lining up venues for us to play at.
 - ii. We will be starting at Patriots Bar and Grill around 3PM and then get on a bus and begin the tour.
 - iii. Since we will have done Manassas the weekend before with the parade, we will not be doing any pubs there for this event.
 - iv. Band will charge \$300 to each pub and then pass the boot for playing 2 sets over a 30 to 45 minute period before moving on to a new pub.
 - v. PJ Skidoos, Jimmy's Old Towne Tavern and Patriots Bar and Grill are just a few pubs that have signed on at this point. If you have a favorite pub, please let Phil know ASAP so he can contact them. We plan to stay in the Fairfax, Reston, Herdon, Sterling area in order to move easily about from place to place.
 - vi. Bus with a bathroom will cost around \$1,000 - \$1,200 and one without and is smaller would be around \$760-\$900.
 - vii. Even with the bus expense taken out, we can make between \$3,000-\$5,000.
 - viii. Jim Ryan stated that if we do 5 different bars he would be surprised to see us clear \$4,000 by evenings end.
 - ix. Lisa stated that we should go with the bus with the bathroom that way we have more room, can sell seats on the bus and don't have to worry about having a bathroom.
 - x. Phil Nannery motioned that we get the larger bus with the bathroom and Steve Boulton seconded. Motion passed unanimously.
- c. Bylaw Updates
 - i. Matt Lopez introduced they updates to the bylaws and stated that the committee that worked on these put in a lot of time and effort to ensure that were as good as possible.
 - ii. Jason Allen motioned that we vote on the bylaws as a block rather than individually. Tom Clappi seconded and the motion passed unanimously.
 - iii. Steve Boulton motioned that the bylaws be read as a review prior to any discussion or voting. Matt Bickert seconded and motion passed unanimously.

- iv. Matt Lopez read the summary of the bylaws updates document, which is included as an attachment to this document.
- v. Bill Bryce asked if a business meeting is the Annual Membership Meeting. Matt Lopez responded that no it is referring the board of directors meeting as the business meeting.
- vi. John Bideganeta asked with section 4.1 why the requirement for the P/M and D/M to have fire service. Matt Lopez responded that it is one or the other needs to have it since we are a fire service band.
- vii. Upon completion of the reading of the changes a call was made to pass the bylaw changes as read. 19 Yeas, 2 Nays. Bylaws changes have been passed.
- viii. Matt Lopez again thanked everyone who worked so hard on getting these bylaw updated put together.

d. Elections

i. Pipe Major

- 1. Because the bylaw changes have passed, the Pipe Major is now elected by the general membership instead of being appointed by the board.
- 2. Steve Boulton nominated Jason Allen and Bill Bryce seconded.
- 3. No other nominations were made. Congratulations Jason Allen on becoming the new Pipe Major.

ii. Drum Major

- 1. Because the bylaw changes have passed, the Drum Major is now elected by the general membership instead of being appointed by the board.
- 2. Kevin Byrne nominated Bill Bryce and Phil Nannery seconded.
- 3. No other nominations were made. Congratulations Bill Bryce on retaining the Drum Major.

iii. Board of Directors

- 1. Matt Lopez turned the elections over the Gary Winemiller to run
- 2. Jason Allen stated the Mike Lacey has decided that he will not run for any position due to work and personal reasons.
- 3. President
 - a. Tom Clappi nominated Phil Nannery who declined.
 - b. Jason Allen nominated Matt Lopez and Brian Dunn seconded.
 - c. No other nominations were made
 - d. Count was Matt Lopez 12 and Bill Bryce 7.

- e. Matt Lopez is the new president, congratulations.
- 4. Vice President
 - a. Steve Boulton nominated Bill Bryce and Jason Allen seconded.
 - b. Tom Clappi nominated Jim Martin who declined.
 - c. Jason Allen nominated Steve Boulton and Matt Bickert seconded.
 - d. Count was Bill Bryce 12 and Steve Boulton 6.
 - e. Bill Bryce is the new vice president, congratulations.
- 5. Secretary
 - a. Jason Allen nominated Jim Kraftchak and Lisa Heilbraun seconded.
 - b. No other nominations
 - c. Jim Kraftchak unanimously elected as secretary, congratulations.
- 6. Treasurer
 - a. Jason Allen nominated Tom Clappi and Matt Lopez seconded.
 - b. No other nominations
 - c. Tom Clappi unanimously elected as treasurer, congratulations.
- 7. Member-At-Large
 - a. Jason Allen nominated John Bideganeta who declined.
 - b. Jason Allen nominated Beth Morgan who declined.
 - c. Gary Winemiller nominated Jim Ryan and Tom Clappi seconded.
 - d. Matt Bickert nominated Steve Boulton and Brian Dunn seconded.
 - e. Count was Jim Ryan 16, Steve Boulton 2.
 - f. Jim Ryan is the Member-At-Large, congratulations.
- 8. Gary Winemiller closed nominations.

VI. Good of the Order

- a. Jason Allen asked Gary Winemiller what Ed Snyder needs. Gary stated that he will let us know as things progress with Ed.
- b. Bill Bryce asked if Ed would like any visitors. Gary stated that the best thing right now is to call and chat with him. Gary also stated that depending on where he is being treated, he might need assistance getting to and from his appointments but that is yet to be determined and Gary will let us know when he knows anything.
- c. Kevin Byrne stated that Pete O'Brien is doing better right now but we'll see how things go with him.

- d. Jim Ryan mentioned that the MacMillan Pipe Band is doing a concert in Blackrock Arts Center on February 8. Tickets are around \$40 and it would be good for us to attend since it won't be all pipes and a number of the MacMillan Pipe Band members came to our fundraiser in April and supported us so we should go and support them.

VII. Meeting adjourned at 8:27 pm with motion by Matt Lopez, seconded by Jason Allen and passed with a unanimous vote.

Sign In Sheet



Membership Meeting Sign In Date: 29 Jan 2020 Page 1 of 1

Printed Name	Signature
James Kratomak	<i>[Signature]</i>
GARY W. WENAMBLE	<i>[Signature]</i>
Phil Nannery	<i>[Signature]</i>
Matthew Bickert	<i>[Signature]</i>
Brian Dunn	<i>[Signature]</i>
John B. degranato	<i>[Signature]</i>
Matthew Kahle	<i>[Signature]</i>
James Lind	<i>[Signature]</i>
Jason Aime	<i>[Signature]</i>
Kevin Byrne	<i>[Signature]</i>
Matthew Lopez	<i>[Signature]</i>
James Ryan	<i>[Signature]</i>
Tom Choo	<i>[Signature]</i>
Bill BRYCE	<i>[Signature]</i>
Lucis Sauter	<i>[Signature]</i>
Stephen Boulton	<i>[Signature]</i>
Lisa Heiborn	<i>[Signature]</i>
JIM MARTIN	<i>[Signature]</i>
Beth Anderson-Morgan	<i>[Signature]</i>



Northern Virginia Firefighters' Emerald Society Pipe Band

President's Report

January 28, 2020

Brothers and Sisters,

Congratulations on yet another banner year for the band! I am submitting the Annual President's report via email in order to streamline the Annual membership meeting, as there is much work to do and because my availability to attend is uncertain at this time.

It gives me great pleasure to report to you, that YOUR Board of Director's was extremely motivated and productive this past year; so it is appropriate at this time to thank each one of them for their steadfast desire to continue to improve EVERY aspect of this band!

To the BoD: Vice-President Matt Lopez,; Secretary Jim Kraftchak; Treasurer Tom Clappi; Member-At-Large Jim Ryan; I cannot thank you all enough for the synergy that you created, for the passion with which you served, and the commitment you placed on ensuring our band continues to improve and move forward with each passing year. You all have my utmost respect and appreciation!

Band, I cannot begin to tell you (though you will see at the meeting) how much hard work and effort went into reviewing and developing recommended changes to our By-Laws; planning events, discussing potential uniform changes, recruitment goals and issues...the list goes on and on. Anyone that is considering a larger role in the organization should take a close look at the monthly BoD meeting minutes to gain an appreciation for how hard these folks have worked for you!

Yes, I did say MONTHLY BoD meetings; one of the very first motions that was placed on the floor, seconded and voted on with unanimous consent, was changing the periodicity of the meetings from quarterly to monthly. NO REGRETS!

The BoD established band priorities with a focus on fundraising, recruitment By-Laws update, Uniform Manual update; we established a recruitment committee with Luis Santano stepping up as Committee Chair and recruiting in Alexandria; with assistance from Tom Clappi (Loudon), Matt Lopez (Fairfax), Steve Boulton (PWC), Jason Allen (Fauquier).

Matt Lopez took on the lead for the By-laws Committee, while Bill Bryce assumed the Chair for the fundraising committee. The 'Ironman' Gary Winemiller is

still the Chair for the Uniform Committee. Lest we not forget “Giggy” who does more behind the scene’s than anyone can appreciate, managing gig requests, our TeamSnap site AND a new job! Finally, a new position for the Band (and BoD)- Webmaster/and E-Commerce entrepreneur Jim Kraftchak!

Surprisingly, over the course of the past year we have had several non-BoD band members attend meetings and provide fantastic input, which further enabled the BoD to execute memberships desires. So again, to all of you who participated, for all of the great (and not so great ideas); great job and thank you!

To the year: In sum, “it was the best of times, the worst of times...” We saw a turnover in the band like never before! Losing old friends for a variety of reasons, adding new faces; but constantly improving under the tutelage of Instructors Jim Ryan and Johnny “B”, (and of course P/M Steve Boulton) The comments the band has received, the heads that have been turned; whether on parade or performing our most solemn of duties in Richmond and Emmittsburg, the sound is undeniably improved! To that end a motion was made and approved by the Board, to set aside \$500 annually to be utilized for a piping and drumming scholarship! The sound of this band is just going to get better, and better!

As if that wasn’t enough...the band now has a Youtube Channel, thanks to Instructor Jim; with one stop shopping for all of your favorite band hits, as played by our Instructor himself! We’re looking forward to getting the drum settings on there as well, so all of you closet drummers can go home and see if you have what it takes to become part of the drumline! (Johnny B-I hope you’re smiling!).

April was a GREAT month, not only did we stand up the Youtube channel; we also held our annual fundraiser and collected \$6100! Kevin Byrne was only off by a few bucks and won himself some great band swag! Did I mention that you (and your friends) can now purchase swag right on our website? You can thank the Webmaster (I call him Krafty) for making that happen!

Of course we did what we do best supporting the Virginia Fallen Firefighter Memorial in Richmond and the National Fallen Firefighter Memorial in Emmittsburg. Honoring the Fallen-and they were smiling down us, because we sounded GREAT. EVERYONE that participated in those events truly has a reason to be proud.

Ok, I’m getting verbose (so much good stuff to talk about!), and about to run out of ink...

We have a new flyer, we’re looking at Social Media to “get us out there”! Did I mention the Chieftains? It is about to be the “High Holy Season” of the Feast of St. Patrick...Phil (Get thee to a Nunnery) Nannery has taken the lead on a ‘Bus Crawl’- Can you believe it! Brilliant!...but that is the new BoD’s business.

I’m certain I have missed someone, something, but know; whoever you are, whatever your contribution, no matter how small, is sincerely appreciated.

BIG stuff is happening in 2020, beginning with the annual membership meeting. I hope to see you all there!

In Brotherhood and Music; and very respectfully,

Mike

Northern Virginia Firefighter's Emerald Society Pipe Band
Annual Membership Meeting
Wednesday, January 29, 2020

Vice President's Report:

Chaired 2 committee - By-Laws and Recruitment

By-Laws Committee:

- Formed committee – Clappi, Kraftcheck, Winemiller, Lacey, Boulton, Heilbraun, Allen and Ryan
- All emailed copy of current by-laws June 2019 with request to provide comments and recommendations by July
- Recommendations provided to Board of Directors in September
- Board reviewed and adopted recommendations in November then posted for all to membership for review
- Board adopted recommendations up for review by the membership will voted on tonight

Recruitment:

- Flyers made and distributed by Alexandria FD, Fairfax County FRD and Fauquier Co FRD.
- Recruiting efforts made by Lopez, Allen and Santano in respective agencies
- Few new drummer and piping students brought in from efforts
- Reached out to Dorothy Farley to develop a recruiting video both for online and distribution to area FD
- Had begun to develop recruit school presentations but efforts not completed

Northern Virginia Firefighters Emerald Society Pipe Band

Treasury Report- 2019

Bank Balance: December 31, 2018	Total: \$8103.00	
Bank Balance: December 31, 2019	Total: \$14173.24	+6070.24

Income:

Fundraisers:	\$8100.00	
Donations:	\$	
Parades:	\$	
Dues:	\$	
Misc:		
		Total: \$

Expenses:

LODD:		
Quarter Master:		
- Uniforms:	\$ 532.50	
- Storage:	\$1080.00	
Food/Drink:	\$ 382.72	
Flowers/ Gifts:	\$ 401.27	
Bank/ Web Fees:	\$ 12.00 + webfee	
Admin Expenses:	\$ 629.61 (Team Snap, USPS, Hotel NFF)	
VA Corp Fee:	\$25.00	
		Total: \$3063.10

Transaction Wells Fargo 2020		Income		Expense		Balance	
Date	Description	(Gig Income, Donation, Merch)	(Uniform, Gear, Storage, Admin, Food/Drink)	Check No.	Receipt	Amount	Amount
1/1/2019	Balance from 2018					\$4,500.00	\$526.89
1/3/2019	Deposit					\$250.00	\$5,026.89
2/13/2019	Check #1002			1002		\$2,644.00	\$4,776.89
2/19/2019	Deposit					\$100.00	\$7,420.89
3/11/2019	Deposit	Fund Raiser				\$600.00	\$7,620.89
3/19/2019	Deposit	Fund Raiser				\$150.00	\$7,951.89
3/28/2019	Lechicarron USA		QM			\$1,448.00	\$7,801.89
3/28/2019	Website		Admin			\$90.00	\$6,353.89
4/1/2019	Public Storage		Admin			\$700.00	\$5,653.89
4/1/2019	Check # 1006- Fairfax Screen Printing		Merch	1005		\$55.00	\$4,623.65
4/1/2019	Deposit	Fund Raiser				\$80.00	\$4,703.65
4/23/2019	Deposit	Fund Raiser				\$100.00	\$4,758.65
4/23/2019	Deposit	Fund Raiser				\$335.00	\$4,858.65
4/23/2019	Deposit	Fund Raiser				\$500.00	\$5,183.65
4/23/2019	Deposit	Fund Raiser				\$4,340.00	\$9,168.65
4/23/2019	de					\$90.00	\$11,223.65
5/3/2019	Public Storage		Admin			\$480.00	\$11,133.65
5/9/2019	Deposit					\$345.00	\$11,613.65
5/22/2019	Deposit					\$382.72	\$11,956.65
5/28/2019	FJ Skilions		Parade			\$90.00	\$11,875.93
6/3/2019	Deposit					\$90.00	\$11,785.93
6/3/2019	Public Storage		Admin			\$66.76	\$11,719.17
6/4/2019	1800 Flowers		Admin			\$2,672.28	\$14,391.45
6/10/2019	Deposit- Closed BBT Account	BBT				\$60.00	\$14,451.45
6/10/2019	Deposit					\$1,000.00	\$15,451.45
6/12/2019	Check # 1007- SEC		Admin	1007		\$25.00	\$15,426.45
6/13/2019	Check # 1008			1008		\$225.00	\$15,651.45
6/20/2019	Bank Fee					\$150.00	\$15,501.45
7/3/2019	Public Storage		Admin			\$2.10	\$15,499.35
7/22/2019	Check #1006		Admin	1006		\$90.00	\$15,409.35
8/5/2019	Public Storage		Admin			\$90.00	\$15,281.37
8/21/2019	Band Records		Admin			\$300.00	\$14,991.37
8/27/2019	Bank Refund- Error		PM			\$0.78	\$14,992.15
8/27/2019	Check #1031- USPS		Admin			\$118.00	\$14,774.15
8/28/2019	Deposit					\$225.00	\$14,999.15
8/28/2019	deposit					\$500.00	\$15,499.15
9/3/2019	Public Storage		Admin			\$90.00	\$15,409.15
9/19/2019	Quality Inn- Gettsburg- NFF		Admin			\$200.00	\$15,209.15
9/25/2019	Deposit		NFF			\$62.00	\$15,271.15
9/25/2019	Deposit					\$240.00	\$15,511.15
10/3/2019	Public Storage		Admin			\$90.00	\$15,421.15
10/8/2019	Quality Inn- Gettsburg- NFF		Admin			\$2,320.90	\$13,100.25
10/8/2019	Deposit- NFF	NFF				\$684.00	\$14,074.25
10/8/2019	Deposit- NFF	NFF				\$1,277.00	\$14,201.25
11/4/2019	Deposit					\$450.00	\$14,651.25
11/4/2019	Tower Flowers- Bynne Funeral		Admin			\$334.51	\$14,226.74
12/3/2019	Public Storage		Admin			\$90.00	\$14,136.74
12/9/2019	Deposit					\$300.00	\$14,436.74
#####	Lechicarron USA		QM			\$363.50	\$14,173.24

Transaction - BB&T

Date	Description	Income		Expense		Check No.	Receipt	Amount	Balance
		(Gig Income, Donation, Merch)	(Uniform, Gear, Storage, Admin, Food/Drink)						
1/31/2019	Balance from FY 2018							\$3,266.06	
1/4/2019	Public Storage		QM					\$90.00	\$3,176.06
1/4/2019	Bank Fee		Admin					\$4.00	\$3,172.06
1/25/2019	check # 13911- Christmas party		F/D		1391			\$109.04	\$3,063.02
1/29/2020	Yahoo Small Business		Admin					\$12.95	\$3,070.07
2/4/2019	Public Storage		QM					\$90.00	\$2,980.07
2/21/2019	Bank Fee		Admin					\$4.00	\$2,976.07
3/1/2019	Team Snap renewal		Admin					\$99.99	\$2,876.08
3/1/2019	Yahoo Small Business		Admin					\$12.95	\$2,863.13
3/1/2019	Public Storage		QM					\$90.00	\$2,773.13
3/1/2019	Bank Fee		Admin					\$4.00	\$2,769.13
3/21/2019	Public Storage		Admin					\$12.95	\$2,756.18
3/29/2019	Yahoo Small Business		FR		1390			\$50.00	\$2,706.18
4/19/2019	Check 1390- Fundraiser		FR					\$4.00	\$2,702.18
4/29/2019	Bank Fee		Admin					\$12.95	\$2,689.23
5/1/2019	Yahoo Small Business		Admin					\$4.00	\$2,685.23
5/21/2019	Bank Fee		Admin					\$12.95	\$2,672.28
5/29/2019	Yahoo Small Business		Admin					\$4.00	\$2,672.28
6/10/2019	Check #1392- Account Close Out		Admin		1391			\$2,672.28	\$0.00

NVFESPB Inventory

Jan-18

Item description	Size	Condition	Quantity	Years of service left
Band Tunic	various	serviceable	8	
Official Kilt	Large	serviceable	1	
	not as large	serviceable	1	
Probie Kilt	30	serviceable	1	
	32	serviceable	1	
	36	serviceable	1	
	46	serviceable	1	
Band Sweater	sm	New	1	
	med	New	0	
	large	New	2	
	XXL	New	3	
Rain Capes	various	New	3	
Summer Caubeen	various	New	2	
Winter Caubeen	various	New	6	
Sporran	One size	New	2	
Sporran Straps	One size	New	3 Pair	
Sporran Chains	Reg	New	1	

NVFESPB Inventory

Jan-18

Item description	Size	Condition	Quantity	Years of service left
	Long	New	1	
Belt	Med	New	1	
	LG	New	1	
	XL	New	3	
	XXL	New	1	
Sholder Boards	One size	New	1 Shit ton	
Pipe Drum Tunic Patch	One size	New	1/2 shit ton	
Belt Buckles	One size	New	8	
Shoe Buckles	One size	New	6 Pair	
Summer Caubeen Badges	One size	New	11	
Metal Caubeen Badges	One size	New	8	
Hackles	One size	New	3	
Flashes	One size	New	6 Pair	
Red Sash	One size	New	3	
Private Stripe	One size	New	2	
Sgt Stripes	One size	New	3	
Major Stripes	One size	New	1	



Northern Virginia Firefighters' Emerald Society Pipe Band

Summary of Proposed Bylaw Changes

November 20, 2019

The purpose of this document is provide a summary of all the proposed changes to the Bylaws in one simple complete location. The affected paragraph of the bylaws will be listed and then under that will show the original language and the proposed change that will be voted on at our Annual Membership Meeting in January.

- a. 2.1.1
 - i. Original: Membership is open to all adults at least 19 years old, ...
 - ii. Proposed Change: Membership is open to all adults at least 18 years old, ...
- b. 2.1.3
 - i. Recommended addition of the following language to the end of the paragraph: Additional duties for students including carry banner, fundraising, supporting events.
 - ii. Jim Ryan motioned that we change the proposed language to: Additional duties for students may include carrying banner, fundraising, and supporting events as required. Matt Lopez seconded and the motion passed unanimously.
 - iii. Sentence will be added to the end of the paragraph
- c. 2.1.6
 - i. 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.
 - ii. Proposed Change: Other: Children of members (as defined in section 2.1.1) under the age of 18, may participate with the band as student members or in such other capacity as determined by the Pipe Major / Drum Major &/or President. Mike Lacey seconded and motion passed unanimously.
- d. 2.1.7
 - i. Proposed change to add paragraph 2.1.7 which would 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.

- e. 2.4
 - i. Original: **Voting:** All Members in Good Standing have the privilege of voting on various issues related to band activities.
 - ii. Proposed Change: **Voting:** All Members in Good Standing have the privilege of voting on various issues related to band matters at general or special membership meetings.
- f. 2.5
 - i. Original: **Responsibilities:** All members are responsible to maintain a commitment to support the band at practices and performances.
 - ii. Proposed Change: **Responsibilities:** All members are responsible to maintain a commitment to support the band at active participation at rehearsal, scheduled and unscheduled events.
- g. 2.7
 - i. Original: A quorum for the purpose of managing the business of the band shall be designated as 65% of the members in good standing.
 - ii. Proposed Change: A quorum for the purpose of managing the business of the band shall be designated as 2/3 of the members in good standing.
- h. 2.8
 - i. Original: **Business Meeting:** A business meeting shall be held quarterly.
 - ii. Proposed Change: **Business Meeting:** A business meeting shall be held quarterly, or more often as the board requires.
- i. 3.1
 - i. Original: **Committees:** Members appointed to committees by the Board of Directors shall perform such duties as may be determined by the Board of Directors, for example fundraising.
 - ii. Proposed Change: **Committees:** Members appointed to committees by the Board of Directors shall perform such duties as may be determined by the Board of Directors, for example fundraising, recruitment, uniform, by-laws, etc.
- j. 3.6.1
 - i. Original: CFO: The Treasurer shall be the chief financial officer of the Corporation and shall have custody of corporate fund and accounts. The Treasurer shall disburse funds of the Corporation as ordered by the Board of Directors or the President taking proper voucher for such disbursements. He/she shall render to the President and the Board of Directors at the regular meetings of the Board of Directors, or whenever the directors may request it, an account of his/her transactions as Treasurer and of the financial condition of the Corporation.
 - ii. Proposed Change: The Treasurer shall pay in a timely fashion at his or her sole discretion any reasonable expenses submitted by product or service providers, not to exceed \$200. Such disbursements must be presented to the Board of Directors at the subsequent Board of Directors meeting for ex-post facto approval. Any expenses greater than \$200 must be approved by a majority of the Board of Directors prior to payment.
- k. 3.6.2

- i. Original: Filing: The Treasurer shall also maintain and distribute copies of the band rosters and shall be responsible for filing all annual tax returns and corporate forms, as necessary.
 - ii. Proposed Change: Filing: The Treasurer shall be responsible for filing all annual tax returns and corporate forms, as necessary.
- l. 3.6.3
 - i. Original: He/she shall also maintain a computer disk with all band financial transactions for the current year.
 - ii. Proposed Change: He/she shall also maintain a electronic and back-up files with all band financial transactions for the current year.
- m. 3.7.1
 - i. Original: He/she shall record all proceedings of the meetings of the Corporation and its directors and shall cause a copy of that record to be inserted in a book to be kept for that purpose, and shall perform such other duties as may be assigned to him/her by the directors or the president.
 - ii. Proposed Change: He/she shall record all proceedings of the meetings of the Corporation and its directors and shall cause a copy of that record to be electronically stored and saved, and shall perform such other duties as may be assigned to him/her by the directors or the president.
- n. 3.7.3
 - i. Proposed change to add the following to the end of the paragraph: He/she shall maintain and publish copies of the band roster.
- o. 3.8 Member at Large
 - i. Proposed change to insert paragraph 3.8 Member At Large which will read: 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.
- p. Due to inserting paragraph 3.8 Member At Large, current paragraphs 3.8 through 3.10 will be renumbered to 3.9 through 3.11
- q. 3.9
 - i. Original: Unexpected vacancies in the Board of Directors shall be replaced in an election by the general membership at the next scheduled business meeting or, in the event of an urgent need, in an electronically conducted vote.
 - ii. Proposed Change: Unexpected vacancies in the Board of Directors shall be replaced in an election by the general membership at the next scheduled business meeting or, at a special membership meeting.
 - iii. Additionally this paragraph will be renumbered to 3.10
- r. 3.10
 - i. Original: **Ex Officio Members:** Certain Band Officers, such as the Pipe Major and Drum Major, or Administrative Officers, such as Quartermaster or Band Manager, if not elected to a Corporate Officer or At Large position

- on the Board, shall be an Ex Officio Officer of the Board with seat and voice but not vote.
- ii. Proposed Change: **Ex Officio Members:** Certain Band Officers, such as the Pipe Major and Drum Major, or Administrative Officers, such as Quartermaster, Web Master or Band Manager, if not elected to a Corporate Officer or At Large position on the Board, shall be an Ex Officio Officer of the Board with seat and voice but not vote.
- s. Article IV
 - i. Original: The Pipe Major and Drum Major shall be elected by the Board of Directors and shall serve a two-year term.
 - ii. Proposed Change: The Pipe Major and Drum Major shall be elected by a majority of the membership, as defined in section 2.4, and shall serve a two-year term.
 - t. 4.1
 - i. Original: **Pipe Major:** The Pipe Major (PM) is the musical director of the band and is responsible for selecting the band's music and directing its musical performance.
 - ii. Proposed Change: **Pipe Major:** The Pipe Major (PM) is the musical director of the band and is responsible for selecting the band's music, directing its musical performance and is defacto Music Committee Chair. The PM or Drum Major shall have a fire service background.
 - u. 4.1.6
 - i. Original: The Pipe Major or designee will discuss performance cancellations in advance with the President and Drum Major.
 - ii. Proposed Change: The Pipe Major or designee will discuss performance cancellations in advance with the Board of Directors.
 - v. 4.1.1 through 4.1.8
 - i. Original: The Pipe Major
 - ii. Proposed Change: The Pipe Major or designee
 - iii. "or designee" will be added to all paragraphs in this range.
 - w. 4.5
 - i. Original: **Administrative Officers:** The President, with the approval of the Board of Directors, may appoint Administrative Officers such as, but not limited to: Band Manager and Quartermaster.
 - ii. Proposed Change: **Administrative Officers:** The President, with the approval of the Board of Directors, may appoint Administrative Officers such as, but not limited to: Band Manager, Quartermaster, Webmaster and Uniform Officer.
 - x. 4.5.3
 - i. Proposed Change to add paragraph 4.5.3 that will read: Quartermaster is a standing member of the Uniform Committee.
 - y. 4.5.4
 - i. Proposed Change to add paragraph 4.5.4 that will read: Webmaster: The webmaster shall maintain the band's website and manage the band's social media outlets. The band's website is the method where people outside of the band can find us, provides and e-commerce site where

band swag can be sold, electronic donations can be made to the band, important information about the band can be found and communicated to the membership and provides the band's presence on the web. The webmaster will ensure that the website is updated regularly and resolve any downtime issues. Additionally, the band's various social media outlets need to be maintained and updated and will be done so by the webmaster or his/her designee.

z. 4.5.5

- i. Proposed Change to add paragraph 4.5.5 that will read: Uniform Officer: The uniform officer in concert with the Quartermaster shall conduct one uniform inspection annually. Each uniform class shall be inspected for its condition and appearance. Any shortcomings in the condition and appearance of any uniform class will be escalated to the Quartermaster for remedy.

aa. 5.1.1

- i. Proposed Change to add paragraph 5.1.1 that will read: All Band Uniform Classes shall be addressed and regulated according to the Northern Virginia Firefighters' Emerald Society Pipe Band Uniform Manual. Each band member shall have a copy of the current Uniform Manual. All members are expected to follow the rules and guidelines outlined in the uniform manual.

bb. 5.1.2

- i. Proposed Change to add paragraph 5.1.2 that will read: The Band Uniform Officer shall review and revise the Northern Virginia Firefighters' Emerald Society Pipe Band Uniform Manual semi-annually or as needed.

cc. 5.1.3

- i. Proposed Change to add paragraph 5.1.3 that will read: All proposed changes to the Uniform Manual shall be presented to the Uniform Officer in writing for review. After review by the Uniform Officer, all requested additions or deletions to the Uniform Manual shall be presented to the Band Board of Directors for consideration, by the Uniform Officer.

dd. 6.2.2

- i. Original: Approval by the Board of Directors will be needed on all expenditures greater than \$500.00
- ii. Proposed Change: Approval by the Board of Directors will be needed on all expenditures greater than \$200.00

ee. 7.1.1

- i. Original: This committee shall report to the Board of Directors at least ninety (90) days prior to a business meeting of the General Membership.
- ii. Proposed Change: This committee shall report to the Board of Directors at least sixty (60) days prior to a business meeting of the General Membership or special meeting called by the Board of Directors.

ff. 7.2

- i. Original: The Proposed Amendment to the By-Laws must first be presented in writing to the Board of Directors at least ninety (90) days prior to the next business meeting of the General Membership.
 - ii. Proposed Change: The Proposed Amendment to the By-Laws must first be presented in writing to the Board of Directors at least sixty (60) days prior to the next business meeting of the General Membership.
- gg. 7.3
- i. Original: **To prevent prolonged debate:** By-Laws changes will be presented at the Annual General Membership and voted on one item at a time and either approved or rejected without any modification.
 - ii. Proposed Change: **To prevent prolonged debate:** By-Laws changes will be presented at the Annual General Membership Meeting or at special general business meeting and voted on one item at a time and either approved or rejected without any modification.