



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

September 17, 2020

- I. Meeting called to order at 7:02 pm
- II. Members in Attendance: President Matt Lopez, Vice President/ Drum Major Bill Bryce, Secretary/Webmaster Jim Kraftchak, Member at Large Jim Ryan, Pipe Major/Quarter Master Jason Allen, Band Manager Lisa Heilbraun.
- III. Reports
 - a. Secretary
 - i. Previous BOD meeting minutes reviewed. Matt Lopez moved to approve as written, Bill Bryce seconded. Approved unanimously.
 - b. Treasurer
 - i. Tom Clappi was not in attendance but sent a report that Jim Kraftchak read.
 - ii. Currently have \$12,591.88 in the bank
 - iii. \$97 for monthly storage fees
 - iv. Bill Bryce motioned that we accept the report as read by Jim Kraftchak and Jim Kraftchak seconded it. Approved unanimously.
 - c. Quartermaster
 - i. No changes from last month and nothing sent out to band members.
 - d. Uniform
 - i. Gary Winemiller was not present and did not submit a written report.
 - e. Membership
 - i. Volunteer Fire Departments
 1. Matt Lopez stated that he was part of the Fairfax County Volunteer Fire and Rescue Commission meeting and let them know that they could join the band and participate in Emmitsburg as a result.

2. They were very receptive to having us come by and interested in us participating in their general membership meeting.
 3. Matt Lopez will work to get the information from the VFD Chief to be able to present at their meeting.
- f. Fundraising
- i. Bill Bryce stated that Montgomery County Pipe Band was trying an online fundraiser and that he would keep an eye on how it goes and works. If it works, then maybe we can try something similar.
- g. Bylaws
- i. Matt Lopez stated that the updated language was agreed upon from the committee.
 - ii. The current language reads: 4.1 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.
 - iii. The updated language will read: 4.1 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 or emergency medical service background.
 - iv. This updated language will be approved by the board in October so it can be released to the band members for review.
- h. LODD Support Committee
- i. Jim Ryan stated the committee met on September 16 and they are still working on recommendations.
 - ii. Biggest question they have is, where to draw the line for expected to attend, requested to attend and attend if you wish?
 - iii. After some further discussion on the subject, Jim Ryan recommended that the committee be disbanded because they weren't sure they should or shouldn't provide a recommendation on when to attend an LODD since everyone is expected to make every one that they can. Jim Ryan then made the motion and Bill Bryce seconded it. Some further discussions were held and then a vote taken. Jim Kraftchak and Matt Lopez voted yes. Jim Ryan and Bill Bryce voted no.
 - iv. Matt Lopez used his powers as president and disbanded the committee.
 - v. The LODD Committee has been officially disbanded.
- i. Budget Committee
- i. Nothing has happened on this.

IV. Old Business

- a. Gary Winemiller and/or Bill Bryce to find a source for ties and the best price we can get.
 - i. Bill Bryce will follow up on getting the prices.
- b. Gary Winemiller to design and price uniform name tags by the October board meeting.
 - i. Nothing has happened but they should be provided by the next meeting.
- c. Bylaws Committee to prepare new language for PM/DM requirements for review at the September board meeting.
 - i. See Bylaws Committee report for details on this.
- d. Tom Clappi to pay instructors.
 - i. Steve Boulton was paid his \$100 and then he donated it back to the band.
 - ii. John Bidegeneta still needs to be paid.
- e. Matt Lopez to form a committee for creation of a policy for payment of instructors.
- f. LODD Support Committee formed consisting of Jim Ryan, Bill Bryce, Lisa Heilbraun and Tom Clappi. This committee still needs to meet.
 - i. See LODD Committee report for details on this.
- g. Bill Bryce to look into potential availability and costs for recording of funeral tunes in the event the band cannot attend.
 - i. Nothing has been done on this.
- h. All committees are to report to the BOD at the next meeting.
- i. Bill Bryce to speak with John Bidegeneta to determine what monies he believes he has allocated for snare drumheads.
 - i. Bill Bryce has spoken to John Bidegeneta and it has been determined that no drumheads are needed at this time.
- j. Tom Clappi to investigate what monies went where for this event and ensure that the deposit and contract belongs to the band and not Phil Nannery.
 - i. Nothing has been done on this yet.
- k. All board members to review the Budget Committee's report contained in last month's meeting minutes and provide input to that committee by our next board meeting.
 - i. This has not been completed yet.
- l. Matt Lopez to follow up with Tom Clappi to ensure instructors are paid for 2019.
 - i. Steve Boulton has been paid but John Bidegeneta has not yet.
- m. Bill Bryce to create a Drum Major Manual.
 - i. Bill Bryce stated that he is working on it.

V. New Business

- a. Rehearsals

- i. Jason Allen stated that rehearsals are going well. In preparation for Emmitsburg, the next two rehearsals will be at CVFD parking lot.
 - ii. Jason Allen stated that after Emmitsburg we will probably take a couple of weeks off.
 - iii. Matt Lopez stated that he might be able to get us back into the high bay at the fire academy shortly. They are waiting on a few updates to go in and then we should be able to go back.
- b. Pipe Bag Covers
 - i. Pipe bag covers are currently not uniform in the band and as a result does not show well when we perform.
 - ii. Jim Kraftchak recommended that we purchase pipe bag covers and issue them as a uniform item to ensure uniformity.
 - iii. After some discussion it was determined that Jason Allen will look into the cost of getting pipe bag covers and present at the next board meeting.
- c. Upcoming Gigs
 - i. Emmitsburg
 - 1. NFFMW has been cancelled however be an unofficial voluntary band event to occur the same weekend in Gettysburg and Emmitsburg for those that wish to attend.
 - 2. Room costs for this event are still in flux as we currently only have 7 going.
 - 3. Bill Bryce suggested that we wait to see what the total cost of the rooms are and who all is going before we determine what the band will be willing to pay.
 - ii. Chincoteague Christmas Parade
 - 1. This event is currently still going forward.
 - 2. The final decision on if it's a go or no go will be made in mid-November.
 - 3. If we participate in the parade, they will pay the band \$200.
 - 4. Jason Allen suggested the band pay part of the rooms for those that decide to attend this event.
 - 5. Jason Allen stated that believes right now that it is 50/50 whether this event will happen or not at this point.
 - 6. Bill Bryce motioned that we make this a band even and put it on TeamSnap. Jim Kraftchak seconded, and the motion passed unanimously.
 - iii. Manassas American Legion
 - 1. Bill Bryce stated that the Legion in Manassas would like us to come and play in place of the Veterans Day Parade since that has been cancelled.

2. This will be put on TeamSnap to determine what sort of participation we will have.

VI. Good of the Order

- a. Nothing was presented at this time.

VII. Action Items

- a. Bill Bryce to find a source for ties and the best price we can get.
- b. Gary Winemiller to design and price uniform name tags by the October board meeting.
- c. Tom Clappi to pay John Bidegeneta for being an instructor.
- d. Matt Lopez to form a committee for creation of a policy for payment of instructors.
- e. Bill Bryce to look into potential availability and costs for recording of funeral tunes in the event the band cannot attend.
- f. All committees are to report to the BOD at the next meeting.
- g. Tom Clappi to investigate what monies went where for this event and ensure that the deposit and contract belongs to the band and not Phil Nannery.
- h. All board members to review the Budget Committee's report contained in last month's meeting minutes and provide input to that committee by our next board meeting.
- i. Bill Bryce to create a Drum Major Manual.
- j. Jason Allen to look into the cost of the band purchasing pipe bag covers.

VIII. Meeting adjourned at 8:14 pm with motion by Jim Ryan, seconded by Bill Bryce and passed with a unanimous vote.