



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

August 11, 2022

- I. Meeting called to order at 7:08 pm
- II. Members in Attendance: President Matt Lopez, Vice President Bill Bryce, Secretary/Webmaster Jim Kraftchak, Member At Large Matt Bickert, Band Manager Lisa Heilbraun
- III. Reports
 - a. Secretary
 - i. Bill Bryce moved to approve the meeting minutes as written, Matt Bickert seconded. Approved unanimously.
 - b. Treasurer
 - i. No Report
 - c. Quartermaster
 - i. No Report
 - d. Uniform
 - i. No report.
 - e. Membership Committee
 - i. Matt Lopez stated that he is actively working recruiting. He has gotten a couple of people from Fairfax County that were taking lessons but haven't come back recently.
 - ii. Scheduling is the big issue to get in front of the various local Fire Departments. Matt Lopez is working with Loudoun County to get on the schedule and has a meeting currently scheduled for Prince William County. He is also going to work with Louis Santano to schedule in Arlington County.
 - f. Fundraising Committee
 - i. Bill Bryce stated that fund raising is on hold at this point because of the time of year.
 - ii. Matt Lopez requested that a fundraising committee be created to have a mini fund raiser sometime in the fall.
 - iii. Additional funds are needed to support paying for the new band instructor.

- iv. Bill Bryce stated that he will wait until he knows what dates Baltimore and Montgomery County are doing their fundraisers so that we don't overlap with them.
- v. Matt Lopez requested that Bill Bryce report back to the board on a plan of action at the September meeting.

IV. Old Business

- a. Ed Snyder Challenge Coin
 - i. Jason Allen and Bill Bryce stated that there has been no progress on this.
 - ii. Jim Kraftchak stated that we need these coins by Emmitsburg so that we can sell as many as possible.
 - iii. Jim Kraftchak will provide Bill Bryce the location where he purchased challenge coins in the past because they are made in the US not China.
 - iv. Matt Lopez stated that Tom Clappi knows of a person in Utah that makes challenge coins and maybe we should check with him.
 - v. Bill Bryce asked what picture of Ed we were to use and it was stated that the picture from Ed's gravestone would be the one to use.
- b. Uniform Manual
 - i. Jim Kraftchak has input from Gary Winemiller and has to do the updates to the manual.
 - ii. The board requested that the manual be completed for the September board meeting.
- c. Website Updates
 - i. Roster and music need to be updated on the website
 - ii. Jim Kraftchak to send out roster for updates.
 - iii. Jim Kraftchak is waiting on approval from Jason Allen and Jim Ryan on Desi set music.
- d. Louis Santano status
 - i. Matt Lopez needs to follow up with Louis and find out his status with the band.
- e. Recruitment Poster
 - i. Jason Allen provided an updated version of the recruitment poster.
 - ii. Matt Lopez is still working on trying to get scheduled meeting with the various counties as per the membership report.

V. New Business

- a. Emmitsburg Room Stipend
 - i. Lisa Heilbraun requested that the board consider providing a \$50 stipend per person to help defray the cost of hotel rooms for the National Fallen Firefighters' Memorial Weekend in Emmitsburg, as has been done each year.

- ii. Bill Bryce motioned that the band provide \$50 per person who attends for the hotel room with the remainder being paid by the band member. Jim Kraftchak seconded the motion. Motion passed unanimously.

b. TeamSnap

- i. Need to add
 - 1. Alexandria Christmas Walk
 - 2. Chincoteague Christmas Parade
- ii. Matt Lopez suggested that we hold off on the Chincoteague event until we talk to the band and gauge interest.
- iii. Alexandria at minimum needs to be added to the list.
- iv. Bill Bryce stated that bands seem to be dropping from Alexandria.
- v. Lisa Heilbraun suggested that we talk about Alexandria at rehearsal to gauge interest.
- vi. The board requested the Lisa Heilbraun put these events on Team Snap along with the 9/11 event at Mission BBQ.

VI. Good of the Order

- a. None

VII. Action Items

- a. Jim Kraftchak to update the Uniform Manual with the information provided by Gary Winemiller.
- b. All committees are to report to the BOD at the next meeting.
- c. Jim Kraftchak to update website
- d. Jim Kraftchak to send out roster for updates and make those updates and post to website
- e. Matt Lopez to determine status of Louis Sananto
- f. Jason Allen/Jim Ryan to approve Desi set music so it can be posted on the website
- g. Bill Bryce to have Ed Snyder Memorial Challenge Coin ready for review
- h. Lisa Heilbraun to update TeamSnap with upcoming events.
- i. Bill Bryce to create fundraising committee and provide input at next board meeting on potential mini fundraiser in the fall.

VIII. Meeting adjourned at 7:29 pm with motion by Jim Kraftchak, seconded by Bill Bryce and passed with a unanimous vote.