



Northern Virginia Firefighters' Emerald Society Pipe Band

Board of Directors Meeting

June 7, 2023

- I. Meeting called to order at 8:05 pm
- II. Members in Attendance: President Matt Lopez, Vice President Bill Bryce, Treasurer Tom Clappi, Secretary/Webmaster Jim Kraftchak, Member At Large Cliff Gill, Pipe Major/Quartermaster Jason Allen, Band Manager Garrett McKenzie, Jon Burns
- III. Reports
 - a. Matt Lopez announced that Garrett McKenzie is now the Band Manager and has taken over from Lisa Heilbraun.
 - i. Jim Kraftchak to update the website and the emails accordingly.
 - b. Secretary
 - i. Bill Bryce moved to approve the meeting minutes as written, Tom Clappi seconded. Approved unanimously.
 - c. Treasurer
 - i. \$25,093.65 is our current balance
 - ii. Expenses
 1. \$131 for storage
 2. \$105 to Jim Kraftchak to reimburse the costs of the fruit basket to Matt Khale for the birth of his child
 - iii. Tom Clappi stated that he has been paying Tom C out of his own account accidentally.
 1. Tom Clappi is to provide Jim Kraftchak with the amount that has been paid
 2. Bill Bryce motioned that Tom Clappi be able to reimburse himself for the amount paid out and Cliff Gill seconded it. Motion passed unanimously.
 - iv. Tom Clappi stated that we still have 3 people who have not paid for their rooms in Emmitsburg and he would be following up with them to get the payment.

- v. Bill Bryce stated that upcoming expenses will be new snare drumheads.
 - 1. Garrett McKenzie suggested that the band purchase 2 top and 2 bottoms and play until they fail before replacing them again.
 - 2. Cliff Gill motioned that we spend up to \$200 for new snare drumheads and it was seconded by Bill Bryce. Motion passed unanimously.
- vi. Bill Bryce stated that we are still waiting on samples for the tunics.
- vii. Bill Bryce motioned to approve the Treasurer's report and Cliff Gill seconded. Motion passed unanimously.
- d. Quartermaster
 - i. Jason Allen stated that we still need to replace caubeens and it's really hard to find any that will work properly.
 - ii. Need to move forward on the 40th Anniversary/Ed Snyder challenge coin.
 - iii. Board would like to acquire 1 light weight and 1 heavy weight "off the shelf" new tunics to see how they look.
- e. Drum Major
 - i. Bill Bryce stated that July 4th is our next event and other than that, nothing unusual is coming up.
- f. Pipe Major
 - i. Nothing new other than what Bill Bryce stated.
- g. Uniform
 - i. No report.
- h. Membership Committee
 - i. Tom Clappi stated that he has 4 interested from Loudoun County and it's just a matter of getting them to show up.
- i. Fundraising Committee
 - i. Bill Bryce stated that there is nothing new at this point.

IV. Old Business

- a. Ed Snyder Challenge Coin
 - i. Jason Allen stated that he is having problems with companies not getting back to him on the coin.
 - ii. Matt Lopez stated that we should reach out to other companies if the current one doesn't respond shortly.
 - iii. Bill Bryce will reach out to other companies to see what can be done.
- b. 40th Band Anniversary
 - i. Need a social event not a gig.
 - ii. Committee will consist of Matt Lopez, Bill Bryce and Cliff Gill.

V. New Business

- a. Upcoming LODD

- i. Prince William Assistant Fire Chief is suffering from colon cancer and is not expected to live beyond 4-6 months.
 - ii. Matt Lopez hasn't touched bases with PWFD recently and will check to see where things are.
 - b. Uniform Manual
 - i. Cliff Gill stated that the manual states that ribbons should be on the left for drummers and the right for pipers. This should be uniform across the band.
 - ii. Cliff Gill will work with Gary Winemiller
 - iii. Name Badge
 - 1. Jon Burns stated that the state seal is missing from a number of them.
 - iv. Centreville VFD
 - 1. Tom Clappi stated that Centreville VFD has been asking for money and asked if we wanted to provide a donation to them.
 - 2. Bill Bryce motioned that the band provide \$100 and that was seconded Cliff Gill. Motion passed unanimously.
 - v. Students
 - 1. Tom Clappi that he would like to see students committed to joining the band as the band is paying for their instruction.
 - 2. Jason Allen stated that they should simply pay the \$100 dues and join the band.
 - 3. Matt Lopez stated that he will work on that.
 - vi. Instruction
 - 1. Jason Allen stated that the current agreement we have with Tom Candgalosi is running out and we need to get a new one in place because he has been a huge help for our band.
 - 2. Tom Clappi motioned that we continue with Tom Cangalosi for another 3 months. Bill Bryce seconded the motion and the motion passed unanimously.

VI. Good of the Order

- a. None

VII. Action Items

- a. Jim Kraftchak to update website and website emails with Garret McKenzie as the new Band Manager.
- b. Tom Clappi to provide Jim Kraftchak with the amount of payments made from the wrong account.
- c. Tom Clappi to get monies from the people that still haven't paid for their rooms in Emmitsburg.
- d. Matt Lopez to follow up with PWFD on status of Assistant Fire Chief.

- e. Cliff Gill to work with Gary Winemiller on updating the Uniform Manual for the placement of ribbons.
- f. Tom Clappi to send \$100 to Centreville VFD.
- g. Matt Lopez to get students to join band to help defray cost of instruction.
- h. Jason Allen and Cliff Gill to look into what the “off the shelf” band jackets would look like as a potential replacement for current tunics.
- i. Bill Byce or Tom Clappi to set up a Venmo account that is connected to the band account and get that information to Jim Kraftchak so he can update the website.
- j. All committees are to report to the BOD at the next meeting.
- k. Jason Allen to move forward on the Ed Snyder coin.

VIII. Meeting adjourned at 8:48 pm with motion by Jim Kraftchak, seconded by Bill Bryce and passed with a unanimous vote.