

MARYLANDS STATE FIREMEN'S ASSOCIATION

EXECUTIVE COMMITTEE MEETING June 19, 2008 @ Ocean City, Maryland

CALL TO ORDER – regular meeting of the MSFA Executive Committee was called to order at 0900 hours by Executive Chairman Craig Moe.

OPENING PRAYER AND PLEDGE – Chaplain Long gave the opening prayer and led in the pledge to the Flag.

WELCOME – The Executive Committee was welcomed back to the 2nd meeting this week at Ocean City by President Frank Underwood.

MSFA PAST PRESIDENT'S IN ATTENDANCE - Raymond Adkins (65-66); Robert Dempsey (80-81); Clarence Carpenter, Jr. (86-87); Robert Cumberland (87-88); Joseph Robison (89-90); Tom Mattingly (90-91); Bernie Smith (91-92); Phil Hurlock (93-94); Richard Yinger (94-95); Fred Cross (95-96); Steve Cox (96-97); C. Daniel Davis (97-98); Robert Knippenburg (98-99); Roger Steger (2000-01); Charles Mattingly (01-02); Gene Worthington (02-03); Terry Thompson (03-04); Robert Jacobs (04-05); Lee Sachs (05-06); Bobby Balta (06-07) and Paul Sterling (07-08).

GUESTS IN ATTENDANCE – State Fire Marshall Bill Barnard; 2008 Miss Fire Prevention Stacie Jaret and Miss Fire Prevention Runner Up Colleen Frances. They both thanked the MSFA and looks forward to the coming year.

MSFA LA OFFICERS IN ATTENDANCE – President Lois Hetz; Sr. Vice President Kathy Knipple. Jr. Vice President Sandi Lutz; Recording Secretary Teresa Crisman; Treasurer Sherry Soper; Financial Secretary Carol Hayden; Color Bearer Marcie Roth and Past President Elaine Huttenloch and Rose Pandolfini. Past President Rose Pandolfini thanked everyone for their support this past year and wished the incoming officers good luck. President Lois Hetz thanked the Board for allowing them to be here today and looks forward to working with the new officers and the Board.

TRUSTEES IN ATTENDANCE – Chairman Steve Hales; Vice Chair John Means; Secretary/Treasurer Gene Worthington; Trustees Dan Carpenter and Terry Thompson.

EXECUTIVE COMMITTEE – All the members of the MSFA Executive Committee were present.

REPORTS

PRESIDENT UNDERWOOD – Frank thanked everyone for their support this past year and these past two weeks. He welcomed the new officers and new members of the Executive Committee, and everyone else here today. The Draft copy of the new MSFA Directory is being handed out today, and everyone is asked to review it and direct all corrections and changes to Secretary Jackie Olson (only). He said the committee members have not changed very much, and some remain the same as last year. His first Executive Committee meeting is scheduled for 22-23 August 2008 at the Branchville VFD, and overnight arrangements made at the Courtyard Marriott at Kenilworth Avenue, at cost of \$79.00 per night (with free breakfast). He said his health is improving and looks forward to the coming year.

Executive Committee Meeting Minutes
June 19, 2008 – Page 2

VICE PRESIDENT POWELL — Roger thanked everyone for their support and assistance this past year in the performance of his duties.

VICE PRESIDENT COX — Doyle thanked everyone for their support and looks forward to the coming year.

SECRETARY — Jackie thanked everyone for their support and if you need anything let her know. She introduced her Assistant Secretaries.

EXECUTIVE COMMITTEE — Each Executive Committee member introduced their selves and thanked the President for their appointment to the Board, and look forward to the coming year. Executive Committee Chair Craig Moe thanked Past President Sterling for his successful year and looks forward to having him on the Executive Committee this year.

TREASURER — Ron Siarnicki discussed his written Profit and Loss statement for the period 1 July 2007 – 19 June 2008. He gave a Convention report saying they have taken in \$286,828.73 as of today. There are still a lot of Bills yet to pay. He said our attendance was down this year (in the parade and other events), but the Raffle did well. He discussed the General Fund figures and at this point it is just slightly in the black. He discussed the Fixed Asset Report and said he has a final data list of all of the items we own. The Financial Review Report will be passed on to the Chair for future action. He thanked everyone for making the Dues Increase happen.

FINANCIAL SECRETARY — Fred Cross said two (2) companies (Ewell VFD and Pocomoke City EMS) have not yet paid their dues. He asked about suspending the two Departments for failure to pay their Dues?

CHAPLAIN — Chaplain John Long passed around Get Well cards (to be signed) for several of our members ill at this time.

TRUSTEES — Chairman Hales reported that the Trustees met this morning and the officers will remain the same again this coming year. He thanked the Officers and Executive Committee for their continued support. S. Hales said if anyone knows of a family needing their service, please let him know. He discussed the duties of the Trustees and plans to modify and improve the packet that was prepared and included the duties and services the Trustees provide. They will be made available to the Executive Committee meetings at any of the meetings they attend. They hope this coming year to improve the length of time it takes a claim to get received and acted on from the time of the incident.

COMMITTEES

TRUMPET — The next issue inputs need to be turned in no later than 1 August 2008.

EMERGENCY TRUST FUNDS — Joe Robison said we need to determine the loan percentage rate, and they recommend it be 2%. Also, the amount of Grant funds that can be granted is presently \$250,000. He Discussed their goals this year and what the old Emergency Trust Funds are and what they will be. He discussed the Volunteer Company Assistance Fund and the old Emergency Assistance Trust Fund. This involved \$24M

Executive Committee Meeting Minutes
19 June 2008 – Page 3

since 1982 of which \$8M was in Grants and \$16M was in loans. Of the \$16M, \$6 M has been paid back. They have about \$890,000 in old Emergency Trust Funds that are still outstanding and are still to be paid back. The following motion was made by Executive Committee Member Jim Seavey and 2nd by Vice Chair Stuart Carter:

MOTION – To approve the recommendation of the Volunteer Company Assistance Fund Committee and adopt the 2% Loan Interest Rate, and the \$250,000.00 Grant limit. Motion was approved by all.

WAYS & MEANS – Lou Jonske reported on the raffle and read the winners of the \$10,000, etc. He said we finished this year with a record amount of \$55,000 taken in this year. He and Mitch were thanked for the many hours they put into the sales and success of the raffle each year. They have about 3,000 tickets out already for next year. They will start sales next week at Chesapeake City. It was noted that the raffle was started by C. Carpenter, and he explained why they did so.

HISTORICAL – Hugh Owens asked everyone to go back to their Departments and find those older and overlooked pictures and provide him with a copy and they will be included in the room. Every Department should have or start a history of your department, otherwise the history becomes lost. He discussed the Ads for the Trumpet and hopes to do better this coming year with obtaining more, contact him if you are interested in placing an Ad in the Trumpet.

RISK MANAGEMENT – Chip Jewell discussed a claim for a lap top computer, it will be discussed after the convention.

MISS FIRE PREVENTION – Kristi Gable discussed the Miss Fire Prevention Contests conducted successfully earlier this week with nine (9) contestants. They also had many Little Miss Fire Prevention and Little Fire Chief contestants. She thanked the Executive Committee for their help and support this year and looks forward to the coming year.

MEMORIAL – Gene Worthington discussed the happenings coming up and asked support of the Gala on 27 September 2008. The construction enhancement for the Memorial will start on 30 June 2008 and will last 4-6 weeks. The Maryland Public Television will air our Documentary video (In The Eyes of Glory) on 8 July 2008 at 10:00 pm.

CONVENTION – Ron Siarnicki reported on the many happenings this week with the success of the convention. There was about 850 that attended the Hurricane Party, and 1200 attended the lunch on Tuesday. Roger Steger discussed the parade and said it was about 1/3 shorter this year. The Marching Units determine the length of the parade, and the parade was ½ hour shorter than last year. He did not have the number of apparatus in the parade at this time. He said there was no washing of apparatus in the Beach parking lot this year and it will be in the rules next year. The Budweiser Horses were a great success. Lee Sachs and Wylie Donaldson said the exhibits were up this year with an increase in revenue of about \$12,000. Many exhibitors said this was their best year yet.

Executive Committee Meeting Minutes
June 19 2008 – Page 4

Tom Mattingly discussed the Program Book and said they only received about 14 Ads from the Ocean City Businesses this year. He apologized for any printing errors and hopes to do better next year. They personally take a copy of the Book to every Business that puts an Ad in the Book. Ron discussed the success of the Program, events, etc this year. They did not change any of the scheduled events. They did establish a work book back stage to speed up and improve the proceedings on stage. They made copies of the speakers talk right after he finishes and before he leaves the stage. Next year they plan to have more rehearsals and meetings to help speed up and smooth out the programs. They will look close at the Opening Service and the Officers Installation to figure ways for dry runs to take place. He asked for suggestions and comments on how to improve the Convention and Program. The Convention Critique Meeting will be held about the last of July. He congratulated all of the committees for doing a fine job. Ron discussed the Parade Rules and the one issue beyond 9th Street. The Parade judges made a decision and moved on. The issue was with one company, whose members were on the back step, and it was corrected at the time, and the people removed. Ed Woods had trophies left over from the parade, and they will be delivered to the proper company.

BESSIE MARSHALL — Elaine Huttonloch discussed the Fund and the success of the Fund this year and this week, and they look forward to an even better and more successful year for the Fund.

OUT OF STATE — Robert Cumberland discussed the 19 out of state guests at our convention this week. They will next go to the Cumberland Valley meeting.

PARLIAMENTARIAN — Richard Brooks said in answer to the question on the Dues. They must be paid by 1 April each year however, the MSFA Executive Committee is authorized to suspend any suspension of a Company as they see fit. Chair Moe said they will wait until the next Executive Committee to take any action on this matter.

SPECIAL ACTIVITIES — Craig Moe discussed the Trailer purchased by Margaret Gouty for \$3600.00. It was a used trailer and was used this week. The old trailer she had has maintenance issues and would cost at least \$500 to correct. He said there is no MSFA policy on disposing of property. The purchase of any property should come before the Executive Committee before making the purchase. R. Siarnicki discussed the trailer and agreed we do need to get purchases approved in advance in the future. Do not buy something and then ask for the funding for the item. He said the trailer is needed by the MSFA, and the old one will be sold for about \$1,000 “as is”. Chair Moe recommended to the Executive Committee that we purchase the trailer for \$3,600 out of the Convention Funds, and title it to the MSFA and the old trailer be sold “as is” for \$1,000. If that sale falls through, sell the trailer “as is” in whatever means possible.

**Executive Committee Meeting Minutes
June 19, 2008 – Page 5**

The following motion was made by Executive Committee member Wylie Donaldson and 2nd by Executive Committee member John Guntow:

MOTION – To purchase the Trailer for \$3500.00 and title it to the MSFA and sell the old one sold for \$1,000. (or dispose of “as is” by what ever means possible). Also that a policy be established for future MSFA purchases. Motion was approved by all.

Chair Moe said a committee will be established by the President to establish guidelines for making purchases for the MSFA.

BUDGET – Steve Kesner discussed the financial status of the MSFA and the way we spend our monies. He discussed ways everyone can help with the funding situation, such as the MSFA Credit Cards that provide income to the MSFA. He discussed the sale of products (raffles, clothing, etc) that also go to the MSFA. The Ads for the Trumpet are needed to

cover the cost of printing the Trumpet. This year they have collected only \$100 toward the Ads for the Trumpet. They have reworked the Awards part of the Budget, and the Awards Committee will handle all of the awards this year. The Budget Committee recommended the elimination of the Runner Up plaques (supply certificates instead). If some type of educational request is submitted, there needs to be more than just the request for the funding for blank (what is blank, where is it, who will be invited, etc). He said if an item is not approved in the Budget; don't buy it until it is approved. He said this year we had a Debt Service, but because of expenses, that Debt Service has not yet materialized, and is probably not going to. They plan this year to put all printing out for bid. All committee chairs needing copies, are to go to the Secretary's Office. He said once the Budget is approved, those committee chairs that sent in their requests, will receive that request back and it will show you what was approved. He said there have been cuts made in the new Budget. The Budget has been given to the Executive Committee and the \$25,000 President's vehicle expense is to be moved to the Debt Service Line. After no further discussion on the Budget, the following motion was made by Executive Committee member Doug Alexander and 2nd by Executive Committee member Wylie Donaldson:

MOTION – To approve the Budget as presented. Motion was approved by all.

DIRECTORY – President Underwood distributed Draft copies of the new 2008-2009 MSFA Directory. Any changes or corrections are to be directed to Secretary Jackie Olson (ONLY) as soon as possible.

YOUNGER MEMBERS - Chair Moe encouraged we bring new younger members to the Executive Committee meetings to get them involved in the MSFA.

Executive Committee Meeting Minutes
June 19, 2008 – Page 6

SEAT BELTS – Everyone is asked to impress more on the use of seat belts by us as an example to our family, friends, and Department. .

ADJOURNMENT – After no further business to discuss, a motion to adjourn was made by Executive Committee member Doug Alexander, and 2nd by Executive Committee member Wylie Donaldson at 1025 hours. Motion was approved by all.

CLOSING PRAYER – The closing prayer was given by Chaplain Hetz.

NEXT MEETING – The next meeting is scheduled for 23-24 August 2008 at the Branchville VFD.

Submitted by,

Jackie Olson, Secretary
Leonard T. King, Secretary Emeritus
Joseph A. Cooper
Ronald E. Watkins
Richard A. Snader
Kristi Gable