EXECUTIVE BOARD MEMBERS IN ATTENDANCE

John Jacobsen, President
Don Dodd, Treasurer
Isabel Rosas, Secretary

BOARD OF DIRECTORS

Joe Ortiz

MINUTES

Minutes of August Tabled

TREASURER’S REPORT

Don Dodd reported that there is approximately $140,000 combined in both the LAFDHS checking and savings accounts.

COMMITTEE REPORTS/OLD BUSINESS

Apparatus Movement

Joe Ortiz reported he has placed two rigs at Old Fire Station 6 (a ‘48 Mac and ‘46 Ambulance). Isabel Rosas reported that the Central City Action Committee has a number of services operating at Old 6’s. Upstairs there are computers for the children to utilize, and downstairs the storage and operations of their graffiti removal business is maintained. Joe Ortiz mentioned that we are a little cramped for space because the fire apparatus is just a few feet away from a vending (soda) machine. Isabel advised that they have talked about moving the soda machine to another area of the building. We have one additional apparatus bay to store apparatus (total of two apparatus bays). John Jacobsen would like to get the Seagrave Pump and Truck from Fire Station 109 placed in Old 6’s. He will arrange to get the transport. Both of these apparatus run, however, they haven’t been checked out mechanically in quite a while. He suggested moving them out of F.S. 109 on a flatbed.

Old Fire Station 6 will celebrate a grand re-opening on Wednesday, October 11, 2000, from 2 p.m. to 7 p.m. Councilman Hernandez’ office has asked Isabel Rosas to put the flyer/invitations together. This event is going to be a joint effort with the Fire Department, Central City Action Committee, and the Angeleno Heights Community Organization. Councilman Hernandez will handle the mailing of the flyers (invitations).
The official speeches and ribbon cutting will take place at 4 p.m. Isabel has already requested the bandwagon and steamer. Numerous restaurants from the community are donating meals for this event. An area at the rear of the building will be set up with tables and chairs for visitors/attendees. There will be a street closure for this event, and the dignitaries will arrive at the front of the building on the Bandwagon. A press release from Councilman Hernandez’ office will be sent and the Fire Department has been asked to send out a press release also. The Central City Action Committee has built a temporary wall to cover their equipment located in the third apparatus bay. The Angelino Heights Community Organization will develop a display for this wall. The Fire Department has also been requested to arrange for some type of display in the downstairs area. Patti Good, of the Angelino Heights Community Organization, has specifically requested that Frank Borden attend the re-opening to talk with the visitors because of his good understanding of the history of Old Fire Station 6 as well as being a member of the LAFD Historical Society. Isabel asked if anyone currently has any old pictures of Old Fire Station 6 or knows of anyone that might. We need to acquire antique photos for our display at Old Fire Station 6.

**Firefighter Memorial**

Liz Bamattre reported that she brought designs of the proposed Memorial statue for LAFDHS members to view. The drawings will be discussed after the general meeting. Once we are complete with the decision of the Memorial design, the artwork can be placed on a computer program and a CD. Brochures were passed around to members with examples of various fallen firefighter statues.

**Firefighters Festival**

Don Dodd reported that the LAFDHS spent $2,994.93 for the Firefighters Festival. Isabel stated there was a $1,000 donation for the food which brings the total expended for the Firefighters Festival to $1,994.93. Roger Gillis is putting together a report for further clarification on how the LAFDHS did financially on this event.

Roger Gillis prepared a preliminary financial report, which was distributed at this meeting.

Roger has not been in contact with the Church of Scientology Celebrity Centre since the event. Therefore, as of this date, we do not know how much ticket sales produced and what costs Celebrity Centre was able to underwrite.

Fire Station 41 went all out on their food booth and spent a total of $1280.
John Jacobsen stated that before we start the planning stages for the Firefighters Festival next year, we need to address the liability issue. If the Celebrity Centre was not able to underwrite all the cost of the rides, we could be expending more money than what we take in. With all the work and effort for the six months of planning, it does not appear to be cost effective. There was little participation from LAFD members. Before we commit again for next year, we need to take a look at whether we want to extend all that energy for minimal profit. Isabel Rosas stated that it’s premature to say we lost any money from this event, since we do not have a final report from the Celebrity Centre. When she talked with Tom Davis of Celebrity Centre, he indicated that he was going to receive many donations to cover the costs of the Firefighters Festival. Isabel personally thanked Barney Nipp and Kirk Basore for participating with her at the LAFDHS booth all day, and a special thank you to Chris Cooper for shopping, cooking, and cleaning for the LAFDHS food booth.

John Jacobsen reported that the Project Manager of Rise International met with him and spent three hours going through the site and task list. John Jacobsen visited the Museum site on Monday and talked with the Superintendent, Rudy.

We believed all the electrical and plumbing as well as the rest of the plans were all being taken care of. However, the Department of General Services (GSD) had already started planning on closing the walls up prior to all the work being completed. Rise International is now designing displays, smoke rooms, security systems and the computer systems. All the electrical systems, plugs, wiring, and plumbing needs to be in place. John Jacobsen is going to meet with GSD and City Bureau of Engineering to resolve the issue. He received an e-mail from Brad Smith, GSD, that was encouraging as far as getting these plans together. The craftsmen are doing a wonderful job at the Museum site. Their project line is about two months from plastering walls. The HVAC systems are being put in now and they have attempted to drop the vault. Isabel Rosas states that Battalion Chief Roy Prince will keep them (GSD) busy and will not let them close up the walls before the work is complete. Roger has photos of the ongoing construction at the site.

Web Page

Rise International has suggested that we develop our own web page separate from the City of Los Angeles. They have offered to design, develop and update our web page and indicated they could have it up and running in four to five days. The LAFDHS needs to look at an additional expenditure to develop our web site. If the LAFDHS has a good web page, there will be greater interest generated in our Museum and Memorial.
Brian mentioned securing the URL and list serve capabilities. Discussion took place regarding the name of the site and the extensions of .ORG .COM .NET. The cost is $70 per site for two years. LA Fire Museum was the number one choice and the members approved utilization of the .ORG .COM .NET. Motion passed to expend the monies for the LAFDHS website up to a total cost of $210.

**Newsletter**

The LAFDHS has been planning on sending out our newsletter for over a year now. Our membership commitment included every LAFDHS member receiving a quarterly LAFDHS newsletter. A newsletter from the New York City Fire Museum was passed around as an example of how simple it would be to create a basic newsletter. Liz Bamattre and John Ackerman volunteered to work on the LAFDHS newsletter. Liz Bamattre requested that everyone previously committed to putting an article together for the Newsletter submit it to her before the deadline of September 29, 2000. John Jacobsen mentioned that he would put together a President’s message. Isabel Rosas stated there are a few upcoming events (Old 6’s re-opening, etc.) that can be advertised. Joe Ortiz will put something together regarding apparatus.

**Inventory Program**

John Jacobsen reported that LAFDHS volunteers have spent a few Saturdays over at the Supply and Maintenance Division Gold Room doing inventory work. Rise International will send two archivists from the Freeman Group to the Supply and Maintenance Division Gold Room on Monday. They are going to start working with the inventory in the Gold Room digitizing items. They will also visit LAFD headquarters and inventory the badges in the vault, and will then visit the Relief Association and take photographs there. This inventory process is needed to begin the design of the inside of the museum. A LAFDHS member needs to be available to go along with them. The Freeman Group are bonded and insured and have already been authorized to work at the Supply and Maintenance Division Gold Room by themselves. Isabel Rosas advised that there are items that have been donated to us and, due to a lack of space, are stored in various locations. These items also need to be included in our inventory. John Jacobsen mentioned that they need to know what we have before they can develop our sales pitch and that is their priority. They need to know now about the apparatus, photos, equipment, and so forth. If we miss some items along the way, we can get back to including them at a later date. In October, Rise International will present a scale model of the Museum to the LAFDHS Executive Board.
Because the Freeman Group archivists will be here for the first part of next week, we need to arrange for a few volunteers to help them on Monday and Tuesday from 8 a.m. to 5 p.m. John Ackerman, Bill Dahlquist, and Barney Nipp volunteered to assist.

There was discussion as to the lack of space for inventory items. John Jacobsen mentioned that eight months ago we put together a group of people that were going to look for storage and office space. Isabel mentioned that we do have office space at Old Fire Station 6 but she needs help to fix up the room. There was discussion of holding the next meeting Old Fire Station 6 on October 5, 2000. At that time, we can determine what is needed.

Brian Humphrey reported that Kent Woodman passed away on August 28, 2000. Kent has a significant collection of miniature models including some LAFD models. His life partner of 25 years has expressed interest in donating them to the Museum. (His life partner is also the producer of Hollywood Squares.) He wants to get together with our organization and offer a donation but also wants to make sure that the models are appropriately utilized. A monetary donation will also be made. John Jacobsen asked John Ackerman to work with Brian to acquire appropriately.

A past fire commissioner donated a helmet, old badges and photographs. The photographs will be taken to Old Fire Station 6 and the more valuable memorabilia will be placed in the vault at Fire Department Headquarters.

Old Business

Reyn Spooner Shirts

John Jacobsen reported on the Reyn Spooner shirts. He had the final artist renderings done. They are in silk screen and soon the material will be ordered. He believes they should be ready by December 2000. The purchase price of the shirts will be $30. The LAFD Historical Society can then sell them either through this organization or through Dalmatians. The shirts will also be sent out to retail stores (Nordstrom, Neiman Marcus, and other high-end stores). We will receive $5.00 for every shirt sold.

Street Closure

John Jacobsen reported that Ron Olive, of the Bureau of Engineering, is our contact for the street closure at the site of the Museum. We are still moving forward on this matter.
John Jacobsen reported that Marlene stored all this information on a computer program (LAFDHS computer). Dan has the computer.

Inventory Program

John Jacobsen reported that while in Dallas, Texas, at the Museum Network Conference there were some pre-made inventory programs for museums. He suggested we purchase one of these programs. He will have a dollar amount of the total cost for an inventory program at the next meeting. Once the Museum is opened, we need to be the authority on the inventory we possess. We need to know the history of these particular items. There are very comprehensive inventory programs available now to store accurate inventory information. The LAFDHS does need to have an inventory program developed.

New Business

John Jacobsen reported on the meeting in Fort Worth, Texas. He met with Rise International and they need more of our input to do their job. They are very committed on making our time line. A task list was put together by Rise International. A review of each room in the museum and their usage was completed. There was a change of the large old dormitory room on the south side of the building that is now going to be the education room. The biggest portion of the education components will be in that room strictly because of the size and the flow. Visitors will walk through that area and come into the old locker room, go down the stairs and come onto the apparatus floor. As visitors complete the walk through of apparatus floor area, they will walk through the gift shop and end up outside at the Memorial. Rise International has already prepared a flow chart design for us.

Large numbers of visitors (groups) will depart from their buses at the back of the station on Delongpre come through the gate into a staging area and through a courtyard in the back of the Museum. The ticket gate will be at the rear next to the courtyard and visitors will then walk down the north side of the Museum on the “walk of fame” with the brick walkway between the sidewalk and the fence. Visitors walk forward (east) through a lighted area and arrive at the front of the Museum. Visitors come in to the Museum through the front door. When they come in the door they go up the stairs and arrive in the upper portion. The education portion is a vast majority of the upstairs and there are also displays of badges, helmets, extinguishers, and many other memorabilia.
Visitors are guided through the upstairs section in a logical manner so that the children will not get bored looking at badges and the parents will not have to go through the games and displays for the children. The education portion for the children is probably not something the adults will be most interested in. When visitors go down the stairs, they arrive on the apparatus floor where the back end of a Pierce fire truck and the back of an ambulance box are located. Inside of those apparatus are the touch and feel items. The kids can jump and play. We will have a little pole hole they can drop down a couple of feet. Along the way there are tests to see that they picked up the stop, drop and roll thing. The gift shop is the old chief’s quarters on the north side and then the exit is at the front of the building where the Memorial will be located. The buses can pick up visitors in the front. The Memorial is a key component and will tie in with a kiosk at the inside of the Museum. At this kiosk, visitors can touch a button and a video plays and describes the circumstances of fallen firefighters (firefighters listed/recognized at the Memorial site). There will be a significant amount of video footage on fires.

Another component is the need for a Museum logo. Liz Bamattre suggested the badge. Sparky the dog was suggested and another member suggested the eagle on the badge be used (with the eagle being animated). Another member suggested a talking fire truck. Members continued to brainstorm and came up with approximately nine suggested logos that will be presented to Rise International. Everyone agreed to allow the professionals (Rise International) make the decision on what logo would work best.

LAFDHS members discussed the crucial need to hire a public relations firm to provide us with professional fundraising (large corporations). It was decided the LAFDHS Executive Board would develop a proposal of firms that we could hire for this purpose. Motion by Bill Rolland to come back next month with a list of firms to choose/decide from. Motion passed.

Because we are all volunteers, and all have things that need to get done, it has become increasingly difficult to devote the amount of time the Museum and Memorial require. It was agreed that we need to hire a Director to work on the day-to-day important issues for the Museum and Memorial. The LAFDHS Executive Board will continue to work on this matter.

The LAFDHS, as an organization, needs to develop a business plan of operation. We need people with some expertise to design that for us. Mr. Rolland agreed to work on this committee, along with Jordan Pearl and John Ackerman (volunteers).
Documentation

When the LAFD Historical Society acquires an artifact, we need to document where it came from and how it was used.

Other

John Jacobsen was approached by the Los Angeles County Fire Department’s Museum members to join together and create one museum.

Adjournment

A motion was made to adjourn. The motion was seconded.

Next Meeting

The next meeting of the LAFDHS will be held on Thursday, October 5, 2000, at Old Fire Station 6.