EXECUTIVE BOARD MEMBERS IN ATTENDANCE

Robert DeFeo, President
Isabel Rosas, Secretary

BOARD OF DIRECTORS

John Ackerman
Bill Dahlquist
Ben Holder
Bob Lee
Joe Ortiz

WILLIAM ROLLAND EDUCATIONAL INSTITUTE

William Rolland       Mary Kay Green

DIRECTOR OF OPERATIONS

Frank Borden

ATTENDEES:

Damon Agapiou     Cliff Dektar     Frank Manwarren
Pat Baker         Andy Fox         Barney Nipp
Elizabeth Bamattre Lee Kebler     Gordon Oakley
Kirk Basore       Mary Kebler      Harry Peters
Judy Cooper       Tom W. Le Nay    Don Tovar
Dave Cox          Kathy MacCauley  Bill Whitney

Please note that this list represents only those persons who voluntarily signed the attendance record.

Executive Board Member Isabel Rosas convened the meeting at 8:25 A.M.

APPROVAL OF THE MINUTES OF OCTOBER 8, 2003

Ms. Isabel Rosas commented that she distributed a “draft” copy of the October 2003 Minutes and also a copy of the last revised (11/7/03) LAFDHS Master Calendar of 2003. The October 2003 Minutes will be held off for approval until they are edited. Isabel asked for any input on the Minutes or Calendar.
TREASURER’S REPORT

Mr. Frank Borden reported for Treasurer Don Dodd on the LAFDHS eight accounts. The totals are as follows:

- **REGULAR SHARES**: $19,197.28
- **EDUCATIONAL FUND**: 43,088.22
- **ENGINE 36**: 957.63
- **APPARATUS**: 1,233.56
- **FIRE BOAT 2**: 3,529.61
- **CHECKING**: 4,564.03
- **GIFT SHOP**: 7,806.57
- **MEMORIAL FUND**: 50,955.53

Frank stated that all the LAFDHS Visa Accounts are paid in full as of November 10, 2003. Also, on the Agenda, there is also an item about an audit for the LAFDHS that will have to be done for this year. There is a volunteer CPA, Mr. Jerry Andrade, who will conduct the audit and Frank will talk further with Don Dodd, Treasurer, about the audit being completed.

Administration

Mr. Frank Borden reported for Jim Finn. He discussed the meeting for the Executive Board that must take place in December 2003 to talk about 2004 LAFDHS goals and plans.

Frank also discussed the newly approved Photo/Archive Committee approved by President DeFeo. Mr. Walt Jaeger will Chair this Committee.

Apparatus and Equipment

Mr. John Ackerman reported on possible future acquisitions of apparatus. One is a 1962 Chevrolet Rehab (Food Service) Utility, originally donated by the Mandeville Canyon Property Owners after the 1961 Bel-Air Fire, signifying historical significance. Mr. Ackerman introduced Don Tovar, the head of the LAFD Volunteers for the Rehab Service, who has agreed to maintain the Rehab Utility vehicle with the other volunteers. Also, the 1974 Mack Heavy Utility is available through salvage and Mr. Ackerman will pursue this acquisition.
Apparatus and Equipment (Continued)

Mr. Ackerman also discussed the possibility of acquiring the Isuzu Truck that hauls around the “Quakey Shakey”. However, it has not yet been decided if it will be released to salvage.

Mr. Ackerman commented on Mr. Frank Manwarren’s discovery of a British Wheeled Escape, a 50-foot ladder that is maneuverable on two wheels that can operate by one person. It is available to the LAFDHS. Mr. Ackerman passed around a photo of a similar device. It is a very unique piece.

The LAFDHS has acquired a Japanese hand-drawn pumper via Mr. Earl Mazzari. The actual donor wishes to remain anonymous. There may be a possibility of restoration.

The LAFDHS will be represented in the Seagrave 2004 Calendar by a photo of a 1911 Seagrave Aerial, Truck 5, on an inset picture on the Calendar. This was the first motorized aerial purchased by the LAFD.

Mr. Ackerman stated that the prototype of the LAFDHS Series 1 badge is expected next week.

Mr. Ackerman met with the people of Old Fire Station 23. He asked if they were able to house Shop #720, the first Crown the City purchased in 1953 and originally assigned to Fire Station 23. They definitely will house the apparatus and Mr. Ackerman joined their Board at their request. Mr. Ackerman will be attending their first meeting on Saturday, November 15, 2003.

Mr. Ackerman mentioned the Apparatus rotation and asked if anyone would like information on this subject to speak to him directly.

Apparatus and Equipment Restoration

Mr. Joe Ortiz discussed a small production company that called him requesting to film at Old Fire Station 6. The company paid for the apparatus at Old Fire Station 6 to be relocated and placed on a lot that the film company rented for the day. The film company donated $500 to the LAFDHS.

Refreshments Sign-Up Sheet for 2004

Isabel Rosas announced that a sign-up sheet for volunteers to provide refreshments for the 2004 LAFDHS meetings is available today and encouraged people to volunteer for this effort.
Fundraising/Marketing

Mr. Bob Lee discussed fundraising possibilities. He met Mr. Mario Martoneli, of CBS and KCAL, who discussed the possibility of filming a segment for the news program at the Museum.

Los Angeles City Council Resolution by Councilmembers Tom LaBonge and Alex Padilla

Isabel Rosas announced that at today’s Los Angeles City Council Meeting, Councilmember LaBonge is presenting a Motion relative to observing the Saturday after Thanksgiving as a day to salute firefighters and to visit local fire stations.

The Council Motion states, “RESOLVE that all residents of the City of Los Angeles observe the Saturday after Thanksgiving as a day of salute to firefighters and URGE residents to visit their local fire stations.”

Ms. Rosas commended Councilmember LaBonge for his leadership and compassion for the Fire Department and stated that she had reminded him this past Monday to also include visiting the LAFD Historical Society Museum and Memorial on Saturdays.

At this time, President Bob DeFeo arrived at the meeting and we took this time to read over the October 2003 Minutes and review the last revision of the LAFDHS Master Calendar of 2003.

Mr. Bill Dahlquist noted that on Page 4 of the October 2003 Minutes, it states that there are 15 “25 Years of Service: Women of the LAFD 1978-2003 Photographic Exhibit” poster displays and his notes referred to 8 poster displays. Ms. Isabel Rosas stated that there would be different poster displays shown at each of the four sites designated for the exhibit; however, there are only 15 total photographic exhibit posters at this time. Therefore, at the Harbor Fire Museum there will be a much smaller amount of the photographic exhibit posters displayed then at the LAFD Historical Society’s Museum and Memorial in Hollywood due to the availability of space.

Mr. Bill Dahlquist noted that on Page 8, “Preserve FireBoat 2 “Ralph J. Scott”, on October 1st, Mr. Dahlquist was in Altadena to give a history of Boat 2 for what should be stated Jones & Stokes.

The October 2003 Minutes will be approved at the November 2003 LAFDHS Meeting.
President DeFeo introduced Andy Fox, President, Chief Officers’ Association, to discuss the Chief Officers’ Association meetings at the LAFDHS Historical Society Museum and Memorial, as well as some parts of the charges (money that is put aside for meetings).

Mr. Fox offered his thanks on behalf on all of the Chief Officers for all the volunteers and all the work that is done at the Museum.

The Chief Officers’ Association has historically held their meetings at Taix Restaurant for many years. Through discussion with members of the Museum they felt there would be value to holding their meetings at the Museum to expose the Chief Officers to the Museum and others that have not yet been to the Museum. Therefore, the last couple of Chief Officer meetings have been held at the Museum. They have utilized both the kitchen area and the upstairs dorm area. A couple of months ago, Mr. Fox suggested to the Chief Officers’ Association Board that they expand their participation at the Museum and, therefore, planned a Chief Officers’ Association Retirement Dinner at the Museum. That event was held on July 11, 2003 and was enjoyed by all. There were some early discussions on terms of the Chief Officers’ Association (COA) participation and fundraising for the Museum. The whole idea of their discussion was to expand or create more exposure for the Museum. The COA’s intention is to help the Museum out. He stated that it costs them more money to hold their event at the Museum. He further stated that they have to set the tables up and they even washed dishes after the dinner. Therefore, his interest is not the cost and more work to have their events at the Museum but believe that it is good for the Fire Department and good for the Museum.

Mr. Fox wanted to clarify the situation to the Board on the COA intentions and further to discuss create a committee to discuss options that may be available to have the COA utilize the facility during the calendar year. Maybe identify six dates out of the year to host events; and not just COA events but other civic functions also. He believes it would be a great place to host fundraisers for local elected officials. The COA has a large barbecue that they are currently building and they would like to host, maybe even partner with UFLAC, to host these events. He believes there is a lot of opportunity in exposing the Museum to many others. He would like to work out an arrangement to be granted use of the facility for a fee and work out an appropriate amount of days for the use of the Museum. Mr. Fox believes he has a lot of knowledge with fundraising and believes exposure would help lead to assisting with future fundraising goals. The COA could write us a check for the year with an agreeable type of fee for utilization of the Museum and enjoy a good relationship. He is interested in developing a subcommittee in formalizing some type of agreement between our Boards.
Presentation by Andy Fox, President of the Chief Officers’ Association (Continued)

Mr. Bill Rolland stated that he is supportive of the idea of partnering with the COA and would like to know what the COA Board had in mind for the fee.

Ms. Isabel Rosas stated that she believes the LAFDHS is pleased to partner with the COA and hopes that the subcommittee would be set up soon for negotiations on the COA utilization of the Museum due to the fact that the 2004 Calendar for functions at the Museum is filling up quickly. One other issue of concern is that, at this time, the LAFDHS does not normally allow political fundraisers at the Museum. However, this is something to be discussed further and in greater detail with the LAFDHS Executive Board members. The LAFDHS policy is under review regarding political events at the Museum and our By-Laws need to be updated on this issue.

Mr. Andy Fox believes that there is some flexibility on the utilization of the Museum for political activities where the LAFDHS is not taking any political active role in endorsing but be able to rent the facility out for others to conduct political events. The LAFDHS could then set up our own guidelines for protection of our interests but allow for participation.

However, Mr. Fox did state that it is not all about politics. The COA already does hold their General Membership Meetings at the Museum and the COA Retirement Dinner held at the Museum was successful. He emphasized that the issue is not all about money. He talked about the LAFD Memorial Ceremony and other events such as contacting all the LAFD organizations and host a barbecue and come to Museum other than just for the Memorial and create a yearly event among the events. Utilize the Museum, use the location to benefit the Fire Department and help the Museum.

Mr. Bob Lee stated that he wanted to clarify that the LAFDHS receives nothing from the City and/or the Fire Department. The LAFDHS is a completely separate non-profit organization. He believes that many people think we are part of the City and therefore they do not need to make a donation. Mr. Lee believes that we need to work with the COA and come up with a reasonable fee for their use of the Museum and our political policies. He is willing to work on the subcommittee with the COA to work towards a resolution to build a relationship with our respective organizations and have the COA on calendar.

President DeFeo believes it is of great benefit to develop a yearly fee for the COA for future events at the Museum. It would be a revenue stream for the LAFDHS.
Presentation by Andy Fox, President of the Chief Officers’ Association (Continued)

Mr. Frank Borden stated that all the COA meetings held at the Museum have been free of charge to date. The LAFDHS rental agreement states all the fees and agrees the Board can negotiate them.

**MOTION:** Ms. Isabel Rosas moved, seconded by Mr. Bill Dahlquist to develop a subcommittee to negotiate with the COA and further discuss a fee schedule and long-term agreement for future COA events at the Museum. The Motion was unanimously adopted by the members present.

Mr. Bob Lee, Mr. Bill Whitney, and Ms. Isabel Rosas are the members of the subcommittee.

The LAFDHS Executive Board members involved with this subcommittee will meet first to discuss various issues presented today before the first subcommittee meeting with the COA.

Proposal by William Rolland to Hire Fundraiser at a $100,000 Commitment

President DeFeo described the ongoing issue regarding the R/Com proposal for an educational program. Various letters have been sent back and forth on this issue. There has been a lack of progress on this issue and now Mr. Rolland has come forward with a new proposal.

President DeFeo met with the Fire Chief and Mr. David Barret regarding the R/Com proposal and discussed the fundraising plan. That plan is still moving forward with the assistance of Chief Bamattre.

President DeFeo stated that no funds in the LAFDHS Educational Fund would be spent without Mr. Rolland’s approval.

President DeFeo now has a new proposal from R/Com that he just received this morning and has not had an opportunity to share this new proposal. R/Com has moved forward with a pilot program that he would like to move forward with a Marketing Program that has been discussed over the last six months.

Many ideas have been discussed for the Educational Institute and, hopefully, we will be able to move forward on this main charge of the LAFDHS Educational Mission.

Mr. William Rolland discussed the R/Com issue and stated he was “left out of the loop” regarding the budget for their program. He discussed the need for a contract and felt he was obligating the William Rolland Institute and could not communicate with completely.
Mr. Rolland discussed the statement by Mr. Barret that he could raise $100,000 in funds in “like and kind.” Mr. Rolland stated he had no clarity on the meaning of “like and kind”. Mr. Rolland further stated that he deals in contracts and that this is a very important aspect of this agreement.

President DeFeo stated that he believed we were all communicating and that R/Com proposal was a very progressive program. He also stated that, in his view, the administrator of this R/Com program would be on a contractual basis. If R/Com brings a contractual agreement forward, then it would need to be reviewed by the LAFDHS Executive Board and an attorney.

Mr. Bob Lee stated that he is thankful for the proposal and offer by Mr. Rolland. However, he believes that the LAFDHS needs to review the By-Laws first before we move forward with any proposal. Mr. Lee also believes the Educational Program needs to move forward on its own and it is incumbent about the Board members to develop strategy to move quickly on the LAFDHS educational plan.

Ms. Elizabeth Bamattre described what she liked about the R/Com plan was the fact that it could be broken down to sizeable pieces into a phased program. Because we do lack funding we do need to look at various organizations for funding and not have anyone feel excluded. She believes in order to get the Educational Institute off the ground, the LAFDHS should work on forming an educational display to the Museum that students can look at now and continue to work on one educational display at a time.

President DeFeo stated that the LAFDHS is such a small group of people all working toward the same goal working on many important issues and projects. He also discussed various ideas for the Educational Institute.

After a great deal of further discussion on educational plans, President DeFeo committed to have an educational plan in place by the end of December. He will work with other people who already have educational programs in place such as FEMA and NFPA. Then, with the educational money currently available we can build educational displays. President DeFeo will complete a chart that describes a time record of involvement with education.

Mr. Don Tovar, associated with the Pasadena Arts Center, a facility that designs various products. He offered to build a display at their manufacturing facility in Pasadena as a class project.

Mr. William Rolland withdrew his proposal to hire a fundraiser at $100,000.
MOTION: Mr. William Rolland moved, seconded by Mr. Ben Holder to nominate an Educational Institute Advisory Board with President DeFeo as Chair, and Elizabeth Bamattre and Judy Cooper as members. The Motion was unanimously adopted by the members present.

The Educational Institute Advisory Board will meet very soon.

Archives and Inventory

Mr. Walt Jaeger is the Chair of the Photo Magazines and Books Archives.

Museum

Mr. Bill Dahlquist stated that he has been at the FireBoat for the last couple of weeks. In the last 30 days, we have received a new cabinet in the Recreation Room. We are still working on the exit signs and emergency lighting. Mr. Dahlquist discussed various other items such as capacity signs, electricity along the north wall in the Recreation Room, need to fix the broken hinge on the window, and the latches not working, needed weather stripping and also the placement of Plexiglas in front of the uniform lockers, etc. In December of last year, he made his “to do” list for the Museum. There were a total of 75 items and 12 have been accomplished. The immediate need is to get the south wall looking good for the upcoming event on November 21st.

The Archive Room and the Locker Room need to be worked on now.

Programs and Events

Ms. Isabel Rosas stated that she distributed the latest revised 2003 Master Calendar. In the future, a rolling calendar will be distributed showing at least four months in advance.

The following events were discussed in detail and LAFDHS volunteers were reminded of their commitment:

- Monday, November 17, 2003, the Big Bear Historical Society lunch and tour, 11:30 a.m.

- Friday, November 21, 2003, “25 Years of Service: Women of the LAFD 1978-2003 Photographic Exhibit and Live Demonstration”, 3:00 p.m. – 5:00 p.m.

- Thursday, November 13, 2003, Firefighter Class 03-1 Graduation, 12 Noon (LAFDHS Gift Shop items will be available at the graduation.)
Programs and Events (Continued)

- Monday, November 24, 2003, “Finding John Christmas” Screening, 6:30 p.m.  
  (Information was distributed regarding the screening.)  The company, MPRM Public Relations, is waiting for approval from the LAFDHS to hold the film screening at the Museum.

**MOTION:** Mr. William Rolland moved, seconded by Ms. Isabel Rosas to approve the screening at a donation fee to the LAFDHS of $1,000 for the utilization of the entire Museum.  The Motion was unanimously adopted by the members present.

- Wednesday, December 3, 2003, Fundraiser – Holiday Boutique at the Frank Hotchkin Memorial Training Center, 10:00 a.m. – 2:00 p.m.  Ms. Rosas stated that the LAFDHS is still soliciting donors for this event, in particular, items for the Silent Auction.

**Memorial**

Ms. Elizabeth Bamattre stated Mr. John Hawkins from the City Employees Association is going to run an ad in the City employees’ newspaper about LAFDHS membership including a payroll deduction card.  Mr. Ben Holder is talking with him today about this ad.  In addition, per Ben Holder, we now have over 900 LAFDHS members.

Ms. Bamattre met with Roto Architects this week and are now applying for a revocable permit from the City.  Also, the Memorial plan is at 65% completion now on the civil and structural engineering.  There are a few problems that need to be resolved and issues to be decided.  The next Memorial Committee Meeting is set for Monday, November 17, 2003, at 8:00 a.m.

Ms. Bamattre stated that the name of the Landscape Architect is Pamela Burdon, and she has submitted her plans and is providing her services for free.

Today, two of the LAFDHS Memorial bronze statutes are being delivered to 400 South Hope to complete the LAFD display.

Ms. Bamattre is making a presentation for funding to the Los Angeles Firemen’s Relief Association on Tuesday, December 2, 2003, at 10:00 a.m.  She is hoping they will match the UFLAC donation.  Ms. Bamattre would like to involve all the LAFD organizations.

Ms. Bamattre humbly thanked the LAFDHS for their nomination of her as the LAFDHS “Volunteer of the Year”.  Mr. Frank Borden added that the LAFDHS will schedule the “Volunteer” dinner sometime soon after the holidays.
LAFDHS By-Laws Committee

Mr. Bill Whitney, Chair of the By-Laws Committee reported that, along with himself, the following LAFDHS members would work together on updating/revising the LAFDHS By-Laws:

Mr. Bob Lee
Ms. Judy Cooper
Mr. Jim Finn

LAFDHS Harbor Museum

Mr. Frank Borden reported that the Department of General Services fixed the exit doors at Old Fire Station 36 that had swung the wrong way. Frank is going to contact all the volunteers for the LAFDHS Harbor Museum and conduct an orientation and discuss all the operational items for the Harbor Museum. He will then develop a matrix for a schedule for the entire year. Councilwoman Hahn and many others have been asking when the LAFDHS Harbor Museum will be open. Frank reports that the LAFDHS Harbor Museum is ready to open and will open sometime in December of this year.

Preserve FireBoat 2 “Ralph J. Scott”

Mr. Bill Dahlquist reported that FireBoat 2 was hauled out of the water on November 3, 2003, Monday. It was pressure washed and various interested parties were there to view the FireBoat. FireBoat 2 showed a lot of stress and wear. On Tuesday and Wednesday, November 4 and 5, 2003, Mr. Robert Alan was there with a company contracted to complete a laser study of the FireBoat. Also, there was an ultrasound test completed on FireBoat 2. Still, on Wednesday, there was no agreement on the maintenance of the FireBoat. On Thursday, the Fire Department finally found $9,000 to complete various needed functions on FireBoat 2 such as removing sea chest strainers, removing salt-water intake, and preparing the hull with power sanding and coating it with paint. On Friday, they missed the tide to place the FireBoat back into the water. On Saturday, November 8th, they placed FireBoat 2 back in the water. That morning Mr. Bill Dahlquist checked FireBoat 2 and found 300 to 400 gallons of water in the Engine Room. Water was roaring through the vessel through a ½-inch hole. He rushed trying to find something to plug the hole and found a small paint brush that he placed in the hole to stop the water from coming into the FireBoat. Mr. Bill Dahlquist saved the “Ralph J. Scott” from sinking!
Adjournment

**MOTION:** Ms. Isabel Rosas moved, seconded by Mr. William Rolland, to adjourn the Meeting. The Motion was unanimously adopted by the members present and the meeting was adjourned at 11:45 A.M.

**LAFDHS Executive Board Meeting**

Mr. Frank Borden reminded the LAFDHS Executive Board that a “Special Executive Board Meeting” would be held on Saturday, December 6, 2003, beginning at 8:00 a.m. and ending sometime that afternoon.

**Next Meeting**

The next LAFDHS General Membership Meeting will be held on Wednesday, December 10, 2003.

Submitted by Isabel Rosas, Secretary
LAFD Historical Society Executive Board