

Cumberland Valley Volunteer Firemen's Association  
 Board of Directors meeting  
 Halfway, MD  
 January 6, 2013

President Steven Haines called the group together at 11:40 for the blessing to be followed by lunch provided by our host. He called the meeting to order at 12:00pm. Assistant Chaplain Wharry gave the opening prayer and led the group in the pledge to the flag. Steven called on Steve Heefner to offer the welcome from the host company Halfway. Steve gave welcome comments on behalf of President Jeff Kimble, welcomed our FASNY Director.

**Introduction of Guests** – Dick Hershey from Chambersburg was introduced, he spoke on the convention 2014 which he is chairing the committee. Dick provided some specific comments, also looking at having a muster on the Saturday before convention. We certainly welcome any participants, also having a golf tournament this May at White Tail. We are looking forward to hosting your convention. Dick is requesting a mailing list from the Association.

Secretary Worthington took roll call with 17 Officers and 12 Past Presidents being recorded in attendance.

President	Steven Haines	1	1
1st Vice President	James Watson	1	1
2nd Vice President	Walter Robertson	1	1
3rd Vice President	Hoby Howell	1	
4th Vice President	Bill Keller	1	1
Treasurer	George Dove	1	1
Financial Secretary	Stephen McBee		1
Recording Secretary	Gene Worthington	1	1
Home Office Manager	Stephen Heefner	1	1
Publicity Manager	Robert Timko	1	1
Chaplain	Charles Barnhart		
Assistant Chaplain	James Wharry	1	1
Attorney	Howard Cohen		1
Pennsylvania Delegate	Charlie Myers	1	1
Director, Pennsylvania (2013)	Rich Bruner	1	
Director, Pennsylvania (2014)	Mike Whitzel		1
Director, Maryland (2013)	Wayne Baker	1	1
Director, Maryland (2014)	Robert Cumberland	1	
Director, West Virginia (2013)	Fred Braggg		
Director, West Virginia (2014)	Mike Sullivan		
Director, Delaware (2013)	Harry Balthis	1	1
Director, Delaware (2014)	Steve Austin	1	1
Director, Virginia (2013)	Kevin Wilkes		
Director, Virginia (2014)	Allen Brennan	1	
Director, New York	Dave Jacobowitz		1
Past President	Mike Sullivan		
	Totals	17	17
Past Presidents		12	12

Maryland Fire Depts	10	0
Delaware Fire Depts	10	0
Virginia Fire Depts	11	0
West Virginia Fire Depts	0	0
Pennsylvania Fire Depts	28	0
Others	0	0
Grand Totals	88	29

**Communications** – None.

**Officers reports** –

President Steven Haines presented this written report. Fellow Officers, members and guests, good afternoon and Happy New Year, welcome to the annual Board of Directors meeting. Once again, a special thanks to the Volunteer Fire Company of Halfway for hosting this meeting. Hope everyone had an enjoyable Christmas and New Year holiday and looking forward to a prosperous new year. Since our last booster meeting in October, I have attended my own fire company meetings as well as my county association meetings. I also attended a convention committee meeting in Shippensburg to go over the details for this year’s convention. Lastly, I had the privilege of attending the Pennsylvania State Firemen’s Institute dinner in November. I would like to say this, when friends get together, no matter where we are, we have a lot of fun and as usual the hospitality this weekend was no exception. Good seeing everyone, take care and have a safe trip home, hope to see everyone at the March booster meeting in Greencastle.

First Vice President Jim Watson presented a written report. I’d like to thank the Officers and members of Halfway Fire Company for hosting the BOD meeting. Since the last meeting, I’ve attended my company meetings, Board of Directors meeting, county firefighters meetings and county Fire Chiefs meetings in November. Also, I attended the International Association of Fire Chiefs VCOS symposium in the sun, in Clearwater, Florida November 7-12. In December, I attended my county’s fire service combined installation as well my company meeting. I conducted several training classes in my department as well as attended several other classes. I have given out a number of applications to new prospective members and have encouraged other organizations to join our group.

Second Vice President Walter Robertson submitted a written report and spoke from it. I want to thank Halfway for hosting this meeting and wish everyone a Happy New Year. Since our last meeting, I have attended all of my fire company meetings, work details and fundraisers. Also, I have attended all of my county and state meetings. We have had one fire company dissolve and I am on a committee to reorganize it. I hope that everyone has a safe trip home and look forward to seeing everyone at our next meeting.

Third Vice President Hoby Howell was absent.

Fourth Vice President Bill Keller spoke on his activities. I have been teaching FF I and FFII class, just finished it up. Yesterday, I was meeting with West Virginia officials rewriting the curriculum and assignment for Officer I and II. I attended the county association meetings and enjoyed the holidays.

Treasurer Dove presented his written report. Account balances are as follows:

CVVFA #4100840 death	500.00
General Account	9223.81
Certificates of Deposit	90000.00
Total	99723.81

Financial Secretary McBee stated no report.

Recording Secretary Worthington reported on the activities of his office. Happy New Year to all. All minutes from the last booster meeting were transcribed, mailed, and posted on the web by the

webmaster. The agenda was prepared for this meeting and forwarded to President Haines for his action. There are copies of the proceedings from convention at the front table, please help yourself to a copy. Thanks to Halfway for hosting the meeting as always. The Office remains ready to assist the Association.

Home Office Manager Heefner presented a written report. Mr. President, Officers, members and guests, thanks to everyone who braved the frigid temperatures to attend today's BOD meeting. I have been busy attending to several key CVVFA events since our last booster meeting. I attended a full convention committee meeting chaired by PP Steve Flickinger and the Vigilant Hose Co of Shippensburg on Nov 4. I visited several motels in the area and have selected the Shippen Place as our host hotel located in downtown Shippensburg within walking distance to the special events building. I continue to meet with Dick Hershey and the Chambersburg FD as we plan the 2014 convention there. I along with my wife Anita attended the funeral services of CVVFA PP Dan Grove of the Leitersburg FD on Saturday, Nov 24. On Dec 1, 2012, myself and Chief Emeritus Jeff Ringer of Halfway attended a preliminary convention committee meeting with 1<sup>st</sup> VP James Watson and members of the Delaware City FD to assist them with the 2015 convention. I, along with other members of Halfway hosted an evening of entertainment including dinner and football for most of our overnight guests. Our next scheduled booster meeting will be March 17, 2013 at the Rescue Hose Co in Greencastle, PA, hope to see everyone there.

Publicity Manager Bob Timko presented the updated form for ads for this year's convention book. We will be working with Curtis and getting a list from the local chamber office to solicit ads. We will be contracting with the same printer Choice. Reminder we prefer camera ready art work. We would ask that your ad information along with your check and request form be returned to me by June 24, 2013. On behalf of the CVVFA publicity committee, we would like to thank you for your continued support of the fire and emergency services in your communities. On a personal note, I want to thank folks for voting for me on the fundraising calendar, look for me in September.

Chaplain Charlie Barnhart was absent.

Assistant Chaplain Jim Wharry read from his written report. Since the last booster meeting, I have sent cards when requested, attended one of my own company meetings. Thank you to the Volunteer Fire Company of Halfway of Hagerstown, MD for hosting this Director's meeting. Please keep Allen Brennan in your thoughts and prayers as he is in the hospital with a blood infection.

Attorney Howard Cohen thanked Halfway for hosting the meeting, really do not have any report at this time.

Pennsylvania Delegate Charlie Myers spoke about the PA convention, spring meeting this weekend.

### **Directors reports –**

Pennsylvania Director Rich Brunner was absent. He provided the following written report. Good afternoon President Haines, Board members CVVFA members, family and guests, I will be unable to attend today's meeting due to an illness. I know we in CVVFA are a close, friendly and sharing organization, but I am sure you don't want me to share this with you. Since our last meeting, I have attended all of my company meetings and functions and was re-elected as President for my 20 something year. We also hosted the Perry County Association meeting and held an open community meeting regarding the PA Small Games of Chance Law. The meeting was well attended and very enlightening. I have also had some communications with our committee on the tax exemption but understandable postponed this until after the new year. I am sure you will have a prosperous meeting under the tutelage of President Haines. Safe travels to all.

Pennsylvania Director Mike Whitzel thanked Halfway for hosting us today. I have attended my fire company meetings, training and officer meetings. Mike spoke about his attendance at the PA state dinners. I have been trying to promote the Association via e-mails. Thanks very much.

Maryland Director Wayne Baker thanked Halfway for hosting the meeting plus the hospitality last night. We have the forms for Apple Blossom, filled out and mailed back. The parade will be held on May

3, anyone interested in riding simply contact me. Wayne spoke about the work involved in rebuilding the float, completed Friday, will pick up next week, then take to Shippensburg.

Maryland Director Bob Cumberland was absent, submitted a written report. President Haines, Officers, Directors, and Guest, I want to thank Halfway Fire Department for hosting the Directors meeting again this year. I want to wish everyone a Safe and Happy New Year and hope that it is a successful one. Since the October Booster I have attended all my fire department meetings, and the Carroll County Volunteer Emergency Services Association meetings each month. Last month I was re-elected as President of the Westminster Fire Department for the fourth year in my third term. As a member of the Board of Visitor to the National Fire Academy we had our annual meeting by conference call in December and elected a new Chair and Vice Chairperson. The new Chair person is Chief Adam Thiel from Alexander, Va. and the new Vice Chair is Randy Novak state training director for Iowa. The new Executive Fire Officer Program (EFOP) admissions criteria was approved by the Board and the U.S. Administrator accepted the recommendation and it is posted on the NFA web page. Now your degree can come from either a National or Regional accredited school's programs, before your degree had to come for a Regional accredited school. For the month of October 2012 we have received **\$48.00** all for membership renewals or new applications. We had a program on a group renewal when it was put in there was only the Association name or one person's name so we did not get the members names so that we could issues them their membership card. This is a problem that we will need to work out in the future if we have a group that renews under one organization or individual name.

West Virginia Director Fred Bragg was absent

West Virginia Director Michael Sullivan was absent.

Virginia Director Kevin Wilkes was absent.

Virginia Director Allen Brennan was absent, in the hospital with a blood infection, keep Allen in your prayers.

Delaware Director Harry Balthis wished everyone a Happy New Year, thanked Halfway for hosting us today. I have attended my fire company meetings and functions, as well as our anniversary meeting.

Delaware Director Steve Austin stated likewise he has attended many local, county, state and national meetings. Reminder of the CFSI dinner on May 9 and we should be sending the CVVFA President and encouraging all to attend, this is the 25<sup>th</sup> anniversary.

New York Director Dave Jacobowitz thanked all for their kind words of welcome, thanked Steve for his entertainment from last night. David thanked all the CVVFA folks who attended the FASNY convention last August in Syracuse.. This year FASNY will be holding the convention in the Albany area, and he welcomes all to join them then. David spoke about New York looking forward on hosting of the CVVFA President's Council meeting on April 12-13 in Corning. He reported, as the NYS Delegate to the NVFC, he has been very busy with the Hurricane Sandy disaster. Currently, the NVFC have given out \$27,000 in relief and FASNY has contributed an additional \$50K and that money is almost all gone. David mentioned he is looking forward to traveling to more of the meetings and a longtime relationship.

Past President Mike Sullivan was absent.

### **Committees –**

Convention – Chairman Flickinger reported on the trip to Shippensburg to meet with their convention committee, toured their new fire station. Steve feels they are ahead of the process and asked Charlie Myers who is the newly appointed vice chairman for them. Charlie stated the Board meeting will be at the fire station, picnic at the township park same place that the parade will end. The banquet will be at the Premier Events and meetings to be held at the activity building. The host hotel is also in the same vicinity, all within walking distance. The memorial service will be held at the local Lutheran church. There are many eating places within walking distance. Unfortunately, the prior chair was voted out of

office and is not being active at this time so the company VP and myself will be co-chairs. PP Austin is working on the speakers list. Also, there are several shopping locations for the ladies. A question was asked about Thursday night in relation to leaving our support equipment on site, no problem, have to be cleared out for Friday night bingo. Steve Heefner provided some additional info on the logistics of the areas, a great meet and greet outside area, some lounge areas close along Orange Street. Chairman Flickinger spoke about the trophies and plaques, pretty much staying the same, will be mailing the sponsorship forms in April.

Emergency Responder Safety Institute – Steve Austin spoke about the fire prevention grant extension for the Learning Network. We are trying to close out a couple of old grants we have with minimal funding leftover which was to be used for consulting fees, as you know most our folks volunteer their services. We also found in the audit preparation that we misdirected some funds, all line items have been corrected. If you have not gotten online and taken the five courses on ResponderSafety network, you need to do so, really doing a disservice to yourself and your member company. In December we had over 1,000 folks sign up and take training. We plan on very aggressive marketing next year and hopefully we will get those numbers even higher. There has been some major work behind the scenes on the website, reorganizing material and register in the Learning Network. We are moving away from DVD's and going to downloadable material. Again, all of our material is free. Look at our YouTube site, all the video productions are there. We are waiting on a check from federal highway for work we did last year, expecting this soon, this will allow us to replace some of the electronic equipment. We are also expecting some additional funding from others to help with our cash flow. Greg provided the account balances from the various grants. We just received \$90K this week and expecting another \$30K when the federal budget issues are resolved. This is money we use for the trade shows and the web site.

Scholarship – Chairman Balthis stated it is time for folks to turn in their applications, please complete the form completely.

Audit – Jerry Daniels reported that the books have been turned over to the CPA for their review.

Web site – Chairman Austin gave updates on the various sites, making some corrections, if you find a mistake, let us know. Reputational Management site administration has changed over from Tom to Claudia, she is doing a great job. Erin continues to do some outstanding work with the junior officer program in PA.

President Haines asked if there were any other committees needing to report or any action for them. None.

## **Unfinished business**

Promotional package and agreement with booster meeting partners – Heefner

No further progress

Franklin Fulton County Association dissolve – Austin

Steve made comments about the committee work done. First, Howard has been working with their attorney and as a result of those discussions we make the following comments. This is a great offer, however some of the issues we believe that a merger would not be in our best interest. We could do some things to preserve their legacy. We suggest that we accept their funding, however due to possible tax implications we should escrow the funds for a period of time until they dissolve. Once a certain period of time expires, we use some of those funds to grant scholarships in their name under our existing program. The remaining funds would be held in an endowment account titled the Franklin Fulton County Firemen's Endowment Account. Our intent then would be to only spend funding generated not using the principal for additional scholarships. The third suggestion would be for any of their current members be given a payment of dues to the CVVFA for TBD. Our intent is to make this proposal to them through Ray Mowen after we have a formal motion for action. Motion to approve the concept that we just enumerated be adopted by the CVVFA with the authority to move forward in discussion with Franklin Fulton County Association by Steve Austin, seconded by Harry Balthis, verbal vote taken, motion passed.

Ray Mowen brought comments about their wishes on scholarships, I like your motion, however I cannot speak for the group. He continued to give comments for the reasoning to dissolve. We are trying to keep government out of this, keep out the justice system. Hopefully, by leaving the Association name attached, should eliminate future questions about the funds that will be given.

A question was asked are you looking at some type of formal agreement, response no, simply a resolution that would establish the program after the funds are received and deposited.

Ray provided some additional comments reference their attorney. Howard further commented about a merger consideration would be expensive, procedural issues, burdensome and best to avoid.

Ray gave a welcome to hosting the March booster meeting, museum will be open for all to view. Normally we have a fundraiser in March, possibly something for the attendees to do on Saturday night.

PA sales tax exemption – PA Directors

Bob Timko reported progress.

Gene reported on the progress he is making on completing the MD sales tax forms, additional info is needed from the Treasurer. This was requested by Director Cumberland.

IRS filing wrong classification – Austin

This has been corrected and can be deleted from old business.

Classified ads on web - Brunner

Austin reported that he has met with the web master, they are redesigning the overall site and felt it best to incorporate this into the new build.

Long range planning – Watson

President Haines made some comments, then asked VP Watson to speak. Jim commented on the vote at the last meeting to hold. He spoke about some of the items for discussion, define Officers responsibilities, funding, membership, where is our future, goals, objectives and communications. A discussion ensued on these topics, also need to encourage younger members, possibly we will have two firehouse dolls at convention.

Director Jacobowitz spoke on the communications issue, FASNY will add us to their list, talked specifically about the Recruit New York program. Please send me your request to be added to [fasnydavid@aol.com](mailto:fasnydavid@aol.com).

Jim followed up about what is going on in Delaware on communications.

Director Whitzel commented about a lack of attendance at conferences in PA, need to look at changes of dates for the younger members and social media interfaces.

If you have additional thoughts or subject matters, or a date when to hold the meeting, contact Jim.

## **New business**

Attorney Cohen stated we needed all Officers to sign the conflict of interest paper at this meeting. Meeting was recessed to make copies and for all to complete the documentation.

We need a motion to approve the payment for the bill to repair the convention sign trailer. Motion to approve payment of \$857.33 for repairs to the trailer and \$175.00 for the new date sign by Bill Keller, seconded by Walter Robertson, verbal vote taken, motion passed.

Wayne provided some additional comments about the trailer.

Greg spoke about the night at the ball park with the Orioles. He has set the date for June 15, tickets will be \$30, contact Greg for additional info.

Chairman Flickinger presented Charlie with the convention host plaque to be displayed at Shippensburg.

Steve Heefner gave an update on booster meeting dates, Oct 2013 at the new Franklin station, have a signed contract for the 2014 convention. The next available date is March 2015.

Treasurer Dove introduced a proposal of a draft budget. Numerous comments and suggestions were given during the discussion process. Final figures are listed as follows.

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>INCOME</b>						
Membership Dues	2500	2500	2500	2500	2500	2500
Company/Department Dues	1500	1500	1500	1500	1500	1500
Convention						
Book ad sales	3500	3500	3500	3000	2500	2500
Trophy Donations	2600	3050	3050	3050	3050	3050
Special Donations	100	100	100	100	200	200
Responder Safety	3000	3000	3000	3000	5500	10000
Interest	1200	1200	1200	1200	3800	200
Miscellaneous	300	300	300	300	300	300
Fundraising Sales	200	300	200	200		
Summit	5000					
Transfer of savings	5625	290		506	1360	3460
	<b>25525</b>	<b>15740</b>	<b>15350</b>	<b>15356</b>	<b>20710</b>	<b>23710</b>

## **EXPENSES**

Officer reimbursement						
Stiphens					1050	1050
Home Office Manager	1800	1800	1800	1800	2000	2000
Financial Secretary	500	500	500	500	500	500
Treasurer	250	250	250	250	250	250
Recording Secretary					100	100
Chaplain					50	50
Assistant Chaplain					50	50
Convention						
Publicity Manager	200	200	200	200	200	200
Convention book	3000	3000	3000	3000	2000	2000
Memorial	100	100	100	100	300	300
Trailer signage update	300	300	300	300	300	1100
President's lodging	300	300	300	300	300	300
Host company donation	800	800	800	800	800	800
Parade trophies	2800	1960	2000	1000	1200	1200
Parade money					1370	1370
Administrative						
Death Benefits	1000	1500	1500	1500	1500	1500
Booster meetings	500	500	500	500	400	400
Presidents Council meetings	200	200	200	200	200	200
Official						
Functions/Dues/Reg.	500	500	500	500	800	800
Insurance	800	800	800	800	800	800
Audit	3000		3000		100	4100
PA Fireman Magazine		100		176	124	140

CVVFA web site	465	465	465	500	500
Reputational web site	465	465	465	500	500
Fire prevention web site				500	500
Scholarship	1500	1500	2000	2000	2000
Miscellaneous	500	500	500	500	1000
Summit	5000				
Memorial shadow box				1816	
	<b>23050</b>	<b>15740</b>	<b>19180</b>	<b>15356</b>	<b>20710 23710</b>

Motion was made to accept the budget as amended from the group by Bill Keller, seconded by Walter Robertson, verbal vote taken, motion passed.

**Good of the Association -**

VP Watson reported on a resolution to the memorial sign for Michelle Smith and DELDOT. We have been able to erect the sign on the Delaware Bay property, will have additional enhancements done to the site. Possibly this could be a national sign designation.

Ray Mowen asked to us to keep Dick Jones and Guy Flory on the prayer list, Guy is having hip problems.

Steve Flickinger provided comments for the May booster meeting in Newport, Saturday night activities planned.

Bob Timko reported that Joan Cumberland is having back surgery, also Bob has been laid up.

Walter Robertson reported on Allen Brennan's hospital stay, will keep all informed.

President Haines reminded all on the March 17 booster meeting to be held in Greencastle, look forward to seeing everyone there.

Meeting was adjourned at 2:20pm with benediction given by Assistant Chaplain James Wharry.

Respectfully submitted

Gene Worthington, Recording Secretary