

Historic Bath Foundation, Inc.
Quarterly Meeting Minutes
November 14, 2014 Bath Town Hall - 3pm

Chairman Surry Everett welcomed everyone. Quorum was determined. Board members present: Surry, Gene, Karen, Mariann, Tricia, Jason. Absent: Betsy, Milo, Jim. Ex-officio present: Leigh, Peggy, Becky. Absent: Jimmy. Surry asked for approval of the minutes from the September 26th meeting. No discussion. Minutes approved as submitted. None opposed.

Treasurer's Report

Mariann reported at November 14, 2014 unrestricted cash is \$170,852.47 as compared to \$4,373.86 at 06/20/2014. During 2014 the total cash balance for HBF has increased by \$73,754.17 bringing the cash balance to \$295,429.26. Total income included: \$122,759.29 which includes \$4,140 from the QAR event, \$90,000 for donations for real estate, general contributions \$21,835, fund raiser \$6,650, and interest income \$15.29. Total expenses included: QAR event \$2,446.72 QAR, Fund raising expenses \$2,730, membership expenses \$4,329.36, grants \$993.35 and other expenses \$843.14. At November 14, 2014 restricted assets for the museum is \$122,475.79. We have outstanding obligations of \$5000 for small grants. Gain on sale of the Willson properties is \$38,791.63. Surry asked for a motion to accept report. Mariann moved. Second by Jason.

Reports of Officers

President: Surry asked Mariann if she could send David Johnston a notice acknowledging that he could have a tax right off for the \$400 in-kind donation that he provided for the Willson project. Mariann said she would look into it and send a letter.

Vice President: none

Secretary: none

Reports of Committees

Small Grants: Tricia shared that she and Leigh will post announcements around town with the deadline for applying being February 28, 2015.

Award Ceremony: Ceremony will be held in conjunction with the Reverse Raffle on January 31, 2015. Nominees were approved at our last meeting and Surry will notify them. Sandra Harrison and Jimmy Edwards will be receiving HBF Preservation awards and David Johnston will receive a certificate of recognition.

Museum: Surry motioned to go into executive session to discuss possible negotiations for a specific museum location. Second by Gene. Discussion ensued. Executive session closed per Surry with no objections. Regular meeting continued.

Finance/Fundraising: Mariann shared the Raffle would be held January 31st at Swindell's from 530-8pm. Mariann explained that it would help with organizing the Reverse Raffle if a caterer

could be hired. She has a estimate of \$2500. Cost of insurance is \$300. Motion made by Surry to accept budget for Reverse Raffle costs. Second by Karen. None opposed.

Historic Research/Curriculum: Leigh shared that she has been contacted by a marketing/computer expert who may be interested in assisting with updating the walking tour brochure including some digitized elements. She will continue to research whether this would be a good match for the project. Leigh also mentioned that the new park will be added to the existing walking tour brochure.

Historic Research/Inventory: Town of Bath is completing the Architectural Guidelines in-house and will decide if an inventory of structures is necessary.

Membership/recruiting new members: Jason will send out HBF brochures with his next Pair Electronics invoice mailing.

Report of Ex-officio Directors

Mayor of Bath: absent

Manager Historic Bath State Historic Site: Leigh shared there is someone replicating John Lawson's journey. You can follow along at Lawson-trek.com. Saturday December 13th is Christmas Open House and we have more components added this year which include: children's art exhibit in the gallery, bench dedication for Bea Latham, 25th Anniversary of Palmer-Marsh being restored - round table discussion, and Santa at the Van Der Veer house.

Chairman Historic Bath Commission: Peggy said HBC is seeking the legal document from 1998 which indicates Bath should receive a part of the QAR exhibit pieces. There was a promissory letter from Governor Hunt that we are trying to locate. We are also investigating an underwater archeological study for the First Port celebration. Peggy asked if HBC could set up a table at the Award Ceremony in order to obtain additional signatures on the fund raiser quilt.

Bath High School Preservation President: Becky said the fund raising continues for BHSP. The 5K and raffle were successful and the brick paving project is getting started and the annual oyster roast is on for February. We are very pleased to share that we intend to make our last loan payment to the Town.

Old Business: Surry asked if we are going to do a memorial for Len at the Marsh houses. We will need to work this out with Clay and Debra and then notify Al Willson. Jason and Mariann asked if funds could be appropriated for the Catnip/Styron cemetery of up to \$2,500.00. Tricia motioned to accept. Second by Gene. Discussion included that verbiage from Mary Helen Ellis will need to be provided to Gene for verification and approval. None opposed. Surry and Gene gave an update on making a presentation about the park to Bath town council. They accepted the park in principal and agreed for us to complete the DENR application on their behalf. They would eventually own the park if the grant is awarded. Park planning and implementation will be done by Tom Moss', Landscape Architect, as per the original plan/presentation with a few modifications to be worked out with the town council prior to final submittal. We will go before the town council again once we have a final plan in order to seek a resolution from them. Land appraisal fee is \$350 and there may be a permit fee of \$50. Milo motioned to accept. Second by Mariann. Discussion points included: hopefully there will be some rental opportunity at the park for the town to receive funds to assist with maintenance, flooding is not an issue since there are

no structures, bathrooms are not required, dockage will be further reviewed and revised with the town council, there will be outside seating in the form of a brick wall seating area for events and in the future temporary seating could be added, we may arrange for the girls scouts to tie in their plans to establish a playground ship, our budget is based on good estimates with some leeway built in. We hope the land appraisal will come in around \$175,000. We will match funds needed for the grant with the expectation of up to \$50,000 as previously agreed upon. Tom will be the project manager. He will arrange for bid packets and advertisement of such as necessary. He will review all pertinent data with HBF grant application representative and Bubs. Tom will be responsible for implementing the entire project including arranging for all permitting: CAMA, DOT, Water Quality, DENR, utility, etc. No further discussion. None opposed.

New Business:

Gene and Karen shared that John Wood has expressed the importance of the farmhouse located on the Godley property on Jackson Swamp road. We have toured the structure with John and have spoken to the owners who are interested in donating the structure to HBF. We will need to see how feasible it is to first stabilize it and then consider options, logistics, costs for moving it to an in- town location and finding an owner.

Surry asked for additional new business. No further business was offered and Surry adjourned the meeting. December/January quarterly meeting deferred. Next quarterly meeting: March 27, 2015 3pm at Town Hall.

Submitted

Karen Sayer/Secretary