

Historic Bath Foundation, Inc.
Quarterly Board Meeting Minutes
March 22, 2013
Bath Town Hall
3-5pm

Chairman Surry Everett welcomed everyone. A quorum was determined. Directors present: Surry, Gene, Karen, Jerry, Robin, Betsy, Mariann, Jim. One vacancy. Ex-officio directors: present: none. Surry asked if everyone had a chance to review the draft minutes. There were no questions or corrections. Jerry moved to approved as presented. Second by Jim. None opposed.

Treasurer's Report

At December 31, 2011 unrestricted assets are \$80,982.88. During 2012 the total cash balance for the Historic Bath Foundation has increased by \$10,761.59 bringing the cash balance to 230,843.64. General Contributions were \$26,995.00 which includes \$10,000 from Eddie Smith. Reverse Raffle \$10,890.00, Misc. Income \$40.32. Investment income is \$459.28. Total Income \$36,196.97 which is the largest amount since 2007. Grants were \$5,353.13, membership expenses \$5,343.21, Reverse raffle \$4,658.09, and other expenses \$2,468.77. Total expenses \$17,026.06. Reduction of restricted assets: Lawson's Walk was \$8,160.00, Save the Margaret \$1,639.81. Reduction of equity is \$9,799.81. At October 26, 2012 we have restricted assets for: Museum \$106,850.77, funds previously held by DCR for the museum \$15,625.02, The Margaret \$4,622.46. Total restricted funds \$127,098.35. Unrestricted assets are \$103,745.29. Investments: \$50,000 Southern Bank CD, 5/25/2012, for 11 months, rate .5%

Reports of Officers

President: Surry shared that he filed the Articles of Amendment reflecting changes made at our last annual meeting.

Vice-President: none

Secretary: Karen shared that Sandra Tankard hand-delivered Eddie Smith's Award. The other two will possibly be mailed. Karen sent an email to the Town (Bubs, Jimmy) asking them to revoke the small grant award for printing the historic district guidelines since it was going to be an extended period of time before they were ready to be printed.

Reports of Committees

Membership: Karen shared that in addition to the board of director's hand-writing campaign, numerous rounds of renewal reminders to the members and non-members have been mailed, email contacts have been made, and the newsletter is on schedule to be mailed well in advance of our annual meeting. Since the hand-writing campaign, we have increased members from

136 to 160 members and membership dues are right at \$16,000. Mariann remarked that membership costs are up due to bulk printing material costs but this supply should last a while.

Nominating: Karen shared that the Ed, Gene, and Karen are still willing to serve on the committee at the pleasure of the chairman. Surry asked for additional volunteers. None offered. None opposed. Blanche's seat is open. Jerry's term is up and he expressed that he will not be able to serve again but he is still available to assist the board. Karen asked the board to send recommendations of possible candidates and she will also publicize the open seats on the website and in the newsletter.

Small Grants: Robin reported that three applications were received and the committee recommended that a letter be sent to one applicant recommending a possible re-submit next year to include requested details. This was a request to provide funds for an archeological dig in the Pamlico River. The committee was concerned regarding the legalities of the exploration, the professionalism, the State attitude toward it, and where the items found would be located. The other two grants are being recommended for approval. The State Site requested 450.00 for a sign at the Van Der Veer house and the Library group requested 6446.41 to help establish the local history and genealogical section of the new library. The committee's allotment for small grants is 5000.00 and so therefore the committee recommended 4550.00 to the library. Gene motioned to accept the recommendation of the committee and in addition he requested that the full amount be awarded to the library. No further discussion. Second by Jim. None opposed.

Robin indicated that she would send a notice to all applicants. In addition, she would send a notice to the Town and Elaine Noe about submitting their paperwork for revoking/re-imburement submittal of their grant award.

Museum: Gene shared that he has secured used showcases which can be modified for our use in the gallery. He anticipates that perhaps two additional custom-made cabinets will be needed. At this point, he has purchased the cabinets. Mariann asked what the reimbursement cost is and Gene said around 1600. He also shared that the museum committee will meet with a newly formed BHSP gallery committee to discuss the workings of the gallery which he hopes will be open to the public in November or December with anticipation of displaying museum items by spring. Karen asked if the display cabinet re-imburement could be withdrawn from the museum line item. Jerry motioned to approve reimbursement for display cabinets. Second by Jim. None opposed.

Finance/Fund Raising: Mariann said she hopes to organize a reverse raffle in the fall when it is a bit cooler.

Historic Research: Karen, Leigh, and Betsy discussed moving forward with creating a more comprehensive walking tour brochure. They explained some various stories which could be

shared and possible ways of linking the brochure to a digital format. There is a lot of work involved and we will need some funding at a later date. The full board agreed to move forward with the project.

The Inventory/Structures: pending town's decision to pay a preservation planner.

Public relations: Karen asked for volunteers to represent HBF at Bath Fest on May 18.

HBF Promotions: Jerry mentioned that the committee needs to plan to meet with other groups in town to coordinate fund raising events.

Collaboration: Jim spoke to Neil Lassiter at the DOT in Greenville. Widening of HWY 92 at this time is not related to creating a bicycle path. Highway 17 exit signs for Bath and Belhaven are to be installed. Gene said that when the signs are officially installed, HBF should send a thank you letter to Senator White for his efforts in making it happen. Karen asked about the billboards on Hwy 17 and whether we need to send additional funds. Robin said she will inquire with BBA/Lynne Lewis.

Strategic Plan: moved to new business

Report of Ex-officio Directors

Chairman Historic Bath Commission: absent

Mayor of Bath: absent

Manager Historic Bath State Historic Site: Leigh was held up and arrived at the last minute. She will provide her report at the June meeting.

Bath High School Preservation President: absent

Old and Unfinished Business

Bath High School/Bath tenancy: as above

Lawson Walk: Karen is working on Parks and Recreation grant reimbursement.

Bonner House Garden: Mariann said she will check with Blanche about closing out this grant.

Restoration: Discussion ensued regarding Pat Mansfield's desire for HBF to get involved with her conceptual plans for "Launching the Pamlico Heritage Tour in Beaufort County" and "NC Transportation & Commerce Museum EAST in Historic Port Washington" relative to HBF securing the Len Willson property. Gene shared that Len Willson's father, Al, has not expressed an interest in donating the property yet but the properties are important and the architectural personality of Bath would be forever changed if the buildings were razed or put to an inappropriate use. HBF should be concerned about it. If it were possible to save the structures

through a contribution, I feel we should do it. Perhaps other foundations would get involved. The board agreed that we could touch base with PNC in the future once we know more.

National Register: none.

The Margaret: none.

Glebe House: Karen sent an email to John Wood requesting that he submit the discussion and agreement points that were made by HBF and the Glebe House Committee regarding restoration.

New Business

Strategic Plan: Jerry led a session to update our plan. The following items were updated: Strategic Plan Outline: **Vision:** Encourage and promote the historic aspects of the Town of Bath and its surrounding area. **Present Status as of 2012:** Foundation has 160 members (versus 180). A total of \$420,000 has been collected (versus 350,000). Funds in the amount of \$150,000 have been disbursed (versus 120,000). Current net worth is \$230,844 including \$127,098 in restricted funds. **Long Term Objectives:** delete - Develop a promotional plan (completed), delete - biannual newsletter (completed). **Short Term Goals:** Increase membership level to 300 (versus 500). Update website. Conduct at least 2 special functions to promote the Foundation (number of events not specified before). Participate in at least 2 community events (ex: Paddle Bath, Bath Fest). Create and distribute flyer/brochure for outreach packets. Create a new and more comprehensive walking tour brochure. Participate in focus groups (how we can work together). Identify HBF champions in other town and communities who will promote HBF. Assist in developing fund raising event schedule with other community groups.

Surry announced the 2013 Annual meeting is scheduled for June 28, 1100 at the Bath Town Hall. The quarterly meeting will be held after the annual meeting.

Surry asked if there was additional business. None offered. Jerry motioned to adjourn. Second by Jim. Meeting was adjourned with no objection.

Submitted

Karen Sayer
Secretary