

**Historic Bath Foundation Board meeting**  
**Minutes**  
**January 6, 2012**  
**Bath Town Hall**

**Roll Call:** Directors present: Surry Everett, Karen Sayer, Gene Roberts, Robin Boyd, Jerry Waters, Blanche Monroe, Mariann McQueen, Betsy Boxer. **Quorum: 8 directors present.** Josie Hookway absent. Ex-officio directors present: Leigh Swain; absent: Jimmy Latham, Bill Pruitt

**Minutes reviewed:** Betsy motioned to approve. Jerry second. **None opposed.** Approved with correction noted.

**Treasurer's report:** Cash balance decreased by \$12,922.44 during 2011 bringing cash balance to \$220,082.04 at September 30, 2011. General contributions from January 2011 to present totaled \$14,705.00 The Margaret totaled \$6,262.52 and investment income totaled \$1,425.82. Grants totaled \$29,533.55. Membership expenses \$2,376.73, Design services 1,581.25, other expenses \$1864.25. At December 31 we have restricted assets for the museum: \$106,850.77, Department of Cultural Resources for the museum \$15,625.02, Lawson Walk \$8,160.00 and the Margaret \$6,262.52. Unrestricted assets are \$80,002.73. Commitments yet to pay are: 2010 Bonner House landscaping project \$5,544.83, 2011 Grants program \$5,000. Actual Cash available is \$69,450. The Chairman asked to accept Treasurer's report. **None opposed.** Mariann mentioned that if the small grant awards are to be extended someone should contact the applicants. Blanche said she would take care of it and also place bulletins around town for the 2012 grant season.

**Reports of officers:**

**President:** Surry read a letter received from Senator Kay Hagan which expressed appreciation for the donation of 25,000 from HBF to BHSP for the restoration. She said the efforts of HBF toward the restoration are a testament to its rich history and will have an impact in the lives of many in the Bath community.

**Vice President:** none

**Secretary:** Karen requested a copy of minutes from BHSP regarding approval of the contract for 25,000 grant. Surry will obtain.

**Special Request:**

**Sign Committee/Bath Business Alliance:** deferred until later in the meeting.

**BHSP President:** Jimmy Edwards thanked HBF on behalf of the BHSP Board of Directors for the financial assistance HBF has provided. He indicated BHSP's first priority is the renovation of the exterior structure. The reconstructed portico on the auditorium wing has been completed which is a re-creation of the original portico. The re-used brick has been washed down and now it is an 80% match. Sandra Harrison organized a meeting with UHS Community Outreach, NC Rural and Pitt Community Hospital regarding placing a medical facility above the cafeteria

wing. Discussions revolved around a medical center which be primarily geared toward insured residents and retirees.

### **Report of Committees:**

**Strategic Plan:** Jerry reviewed goals and timelines. See below.

**Membership:** Membership letters/brochures will go out February 1 and everyone needs to approve letter as soon as possible, website is up and running and now marketing aspects need to be developed, the next biannual newsletter will go out in May or June; **Museum:** a meeting is scheduled this quarter with State officials regarding artifact donation, the Indian exhibit timeline is unknown (waiting on the State); **Finance:** Mariann described the fund raising event scheduled for the first week of June and everyone agreed that it was a good idea if we are able to work out the logistics of a "lottery", there was also discussion regarding meeting with a financial planner to gain advice on investments; **Historic Research/curriculum:** coordinate lesson plans this quarter to be incorporated into the 50<sup>th</sup> anniversary of Historic Site creation. **Historic Research/structures and landscape inventory:** this quarter we will find a volunteer to assist in compiling data with a goal of inventory completion by summer; **Public Relations** (participation in events): possibilities for 2<sup>nd</sup> quarter: Bath Fest; **HBF Promotions** (meet with area groups): have one discussion each quarter; **Educational Program Development** (promote Bath): work with Bath Business Alliance during the first quarter to discuss various ways of promoting Bath; **Collaboration** (combine resources): discuss various grant opportunities with Bath groups; **Comprehensive Walking Tour:** update by fall or winter.

### **Report from Ex-Officio Directors**

**Chairman, Historic Bath Commission:** Bill shared that DCR took a tremendous financial hit and that the Site needs to be more creative. We have good communications with DCR and the Governor's office.

**Mayor, Town of Bath:** Jimmy shared that the town is in the final stages of upgrading the sewage system but it will still be dependent upon finances. The destruction around town from Hurricane Irene was minimal. Lawson Walk Phase I has been completed and he extended a thank you to HBF for all their support.

**Manager, Historic Bath State Historic Site:** Leigh shared the Bonner family had a reunion of 70 members on the Bonner grounds. The Van der Veer house garden has been enriched and planted through HBF small grant funds. A sign has been donated by the family for which the garden was dedicated. We are working with the Beaufort County 300<sup>th</sup> Anniversary Committee to coordinate events. In effort to gear up for 50<sup>th</sup> Anniversary of the Site opening, maintenance projects have been completed and we may attempt to coordinate a Boy Scout project for our fence painting need.

### **Old and Unfinished Business**

**Bath High School:** Gene elaborated on the medical center meeting. His impression is that the school is high up on the list for funding. They said the school offers a good opportunity for bringing in a full time doctor and nurse practitioner based partially on the population demographics. They suggested a public notice be placed in the paper to inform the community

of the potential and that a Bath Medical Center non-profit be formed in order to move ahead. There are various funds available through NC Rural and Mary K. Reynolds. Jerry is willing to share his managerial experience in order to get the ball rolling. I propose that we provide a 2500 loan to BHSP for the purpose of creating a 501c3 for a medical center in the high school. We could advance a loan and it could be paid back once the non-profit is formed. **Betsy Second.** Mariann said she doesn't think a loan would work. Gene asked about whether a grant would be appropriate. Small Grants criteria were reviewed and the Directors agreed that promoting tenancy within a historic structure would assist in its preservation. Gene amended his motion to include: providing funds to BHSP for the purpose of forming another non-profit was in the best interest of Historic Bath because it is promoting the use and tenancy of a historic structure and therefore creates a better chance for the historic structure to be preserved. Mariann asked why BHSP wasn't providing the funds. Gene indicated they do not have funds because every penny is being utilized to restore the structure. Jerry commented that this proposal is similar to HBF holding an ownership option for the NW wing of the High School. Funds were provided to BHSP for the purpose of preserving the structure and in return we have an option to take possession of a wing. Use of the structure will help assure its preservation. Mariann said she agrees and suggested we donate the 2500 to BHSP. Surry asked if Gene would accept a friendly amendment to his motions to include: give donation to BHSP for the purpose of obtaining a medical center tenant within the historic structure. Motioned passed by majority vote with one abstention and one absent board member. **Lawson Walk:** Karen indicated Phase II would begin in the spring and includes installing recreational components, re-dressing the trail and creating a parking area at Harding Street. She requested that funds which HBF holds for the Town be released to them. Mariann requested a letter from the Town. Karen said she would have them send a letter. **Bonner Garden:** Blanche shared samples of 10 signs which will soon be installed. **Sign Committee:** Robin shared that she, Gene, Josie, and Betsy have been discussing how to increase visitation in Bath through signage. Bath Business Alliance doesn't have a lot of money and billboards are costly. There are several options which range from \$250-800/month. Mariann said some companies will give better deals to non-profits. Surry asked how we could piggyback off of the State sign program. The Directors agree that this could be a collaborative project and asked for a presentation to be given in March to include the design and other details.

### **New Business**

**Pat Mansfield** introduced the concept of interpreting the First Port and Maritime history of Bath better. She asked us to consider what impact the 1716 port had on Bath and North Carolina. She proposes that the Historic Site be expanded to include this interpretation and that it might be possible to purchase or ask for a donation of vacant properties on Main Street for the purpose of a merchant store and wharf. They may be interested in selling or donating them to the State and HBF could be the intermediary as they were with Swindell's Store. Leigh asked what would be done if the State refused the property. Pat said it could become a museum and the *Adventure* could be docked there. Surry said he felt the Directors would be willing to listen to further discussions but what do you want from us today. Pat asked if we saw the value in the concept. The Directors were not opposed to the concept.

**Restoration of Historic Structures:** Karen said she was glad the Small Grants Committee had stepped out last year in awarding funds to a private individual for structural repairs of a contributing historic property. She feels this is a good precedent and there are several other properties in Bath that are in need of attention such as the properties Pat mentioned. We should think about putting programming in place in order to save other structures in town. Mariann wondered about the artifacts on that land. Perhaps there would be an opportunity now to ask the family if research could be done there. Gene said it is important to make sure the buildings are restored and maintained because if they were torn down it would change the architectural personality of Bath. Mariann suggested we send a letter to the owner to make certain they are aware of our organization and to let them know we are interested in the historic aspect of the structure. The Directors agreed that Surry should send a letter.

**National Register listing:** Gene said he feels it would be beneficial to have certain historic structures such as the Methodist Church and the Christian Church listed individually on the National Register. It would give us boasting and promotional advantage to say we have so many listed in our district. Now we have St. Thomas, Bonner House, High School, Palmer-Marsh House. There may be some small things to alter in order for them to qualify. The cost associated with it is around 2000 for the research and paperwork done by a professional historian.

**The Margaret:** Mariann said Toby Tetterton is contracted to do the work for around 8000.

**Miscellaneous:**

Karen said that Debra Torrence who lives in town is a professional non-profit advisor and she is willing to assist HBF gratis in some efforts and would consider doing other duties for a nominal fee. She did the newsletter layout last year. She will update the website, Facebook, and future newsletters. Karen asked if we could add a budget of 1000 for this year for her services. **Betsy Second. None opposed.**

Mariann said that she would be paying Jay Mason the balance of his fee for the website. She will work on getting PayPal up and running and wondered, after reviewing the Morgan Printers quote, how many brochures we should send out. Gene said we could send a certain amount out and see what our return is and then re-evaluate. It was agreed that we would send 2500 at first. Jerry said we as board members should try to recruit two new members.

Meeting Adjourned by Chairman. **None opposed.**

Submitted

Karen Sayer  
Secretary

