**Historic Bath Foundation, Inc.**

**Annual Meeting Minutes**

**June 20, 2014 Bath Town Hall**

**1000-1100**

Chairman Surry Everett welcomed everyone and opened the meeting asking if a quorum had been met. Milo Gibbs and Karen Sayer verified 25% quorum by proxy and/or present members. A quorum was determined. None opposed. Surry asked for approval for rules of the meeting and agenda. Sandra Harrison moved to approve. Second by Star Credle. The chairman asked if everyone had a chance to review the draft minutes and then gave time for everyone to read them. Sandra Harrison motioned to accept minutes as presented. Second by Elaine Harrison. None opposed.

**Treasurer’s Report**

Mariann reported the total cash flow was presently low but we are expecting an additional $25,000 towards the real estate purchases. Unrestricted assets are $4373.36. 2014 cash balance is down $94,825.94. Cash balance is $126,849.15. General contributions for 2014 are $19,259. Restricted funds for the museum remain at $122,475. The QAR event broke even with expenses at around $4140. The reverse raffle profit was $10415.42 which includes $1500 in sponsorship and $934 in expenditures. Mariann explained that she was attempting to close out the Tricentennial line items and had sent letters to those holding outstanding checks. Sandra Harrison suggested we close out the line items after sixty days if we have not had a response. Mariann shared that we have two new assets and the outlay for the Willson Stores was around $104,000 for purchase/closing and so far $7200 in stabilization. The bridge lot purchase/closing was around $76,000. She noted that both of these accomplishments would not have been possible without generous benefactors providing nearly $90,000 designated for these specific purchases. Surry asked for discussion of the Treasurer’s report. Bubs expressed appreciation for the $5000 grant awarded to the town for the completion of the architectural guidelines. The town has decided to do the guidelines in-house versus paying an outside preservation consultant and so therefore the cost is much less and that funding is no longer needed. No further discussion. Surry asked for acceptance of the Treasurer’s report. None opposed.

**Reports of Officers**

**President:** Surry shared that we had been in extensive negotiations for purchase of the both the bridge lot and Willson stores. HBF took on the purchase and renovation of the Willson Stores in order to retain the historic commercial downtown look of Historic Bath. The total purchase price for the bridge lot was $108,000 with 2/3 of the funding coming from Historic Bath Foundation. One-third of the property purchased is owned by Blackbeard’s Slices and Ices owner, John Logelfo. The future use of the buildings and lot will be determined by the board of directors at a later date. Surry shared that we received a letter from the President of BHSP explaining their reasons for retaining ownership of the NW wing of the High School. HBF will no longer pursue the gallery as a precursor to the museum as HBF needs to take title to the NW wing in order to safeguard the interest of its members. HBF at this point will pursue other sites for the location of a gallery and subsequent museum. We will continue to be supportive of BHSP and their endeavors.

**Vice President:** none

**Secretary:** none

**Reports of Committees**

**Small Grants:** Karen shared that the four grants were approved by the board of directors. Two were awarded to Historic Bath State Historic Site: $800 for the Van der Veer Smokehouse improvements and $500 for the QAR Exhibit educational material, BHSP received $2500 for ground water diversion project and Girl Scout Troup #3556 received partial funding of $1250 for “Wee Pirates Play Outside”. They will initially provide a knot-tying station at Lawson Walk and will then re-submit again next year for a possible playground pirate ship. The awards did not exceed the $5000 annual small grant allowance. Karen expressed the need to create a system for paying up front to those who are receiving small grants as it may be a hardship for them to pay expenses out of pocket. She said Tricia, Chairman of the Small Grants Committee, is in agreement and will in addition work up standards for the process. The full board agreed.

**Museum:** Surry reported that all options are being explored.

**Finance/Fundraising:** Mariann suggested that we have the event January 31st. Full board agreed.

**Historic Research/Curriculum:** Leigh shared that the next project is to create a more expansive Walking Tour Brochure which would include digital elements. The current brochure has been updated to include Lawson Walk.

**Historic Research/Inventory:** Bubs reports the Town council has decided to do preservation guidelines in-house versus using an outside professional preservation planner.

**Membership:** Karen reported that we have 227 members and we are up by $5000 this year in contributions from our general membership with dues coming in for the membership year at $22,934.

**Report of Ex-officio Directors**

**Mayor of Bath:** Bubs reported that a large percent of the wastewater system project is completed and the upgrades will be up and running in the next several months. We have 15 homes on septic and they will need to go on the system. There is a waiting list for the other availability.

**Chairman Historic Bath Commission:** absent

**Manager Historic Bath State Historic Site:** Leigh shared that Jamie has been hired and began work April 15th. She is bringing us up to date with internet services (blogs, twitter, trip advisor). She shared that there was good collaboration with the Site, HBF, BHSP, and the Town regarding the QAR Exhibit and increased visitation was noted.

**Bath High School Preservation President:**  Sandra Harrison introduced the new President, Becky Tuten.

**Old Business:** None

**New Business**

**Nominating Committee report:** Karen shared that no online applications were received for new board members and that a notice was also placed in the spring newsletter. The three vacancies are for seated members: Surry, Karen, and Jim who are all eligible for another term. Leigh motioned to nominate these three current members if they were willing to serve again. Surry called for additional names from the floor. None offered. Surry asked for further discussion. None offered. Second by Pat. None opposed.

**New business continued:**

Pat Mansfield made a presentation about the NC Maritime History Council meeting in October which will be hosted by Bath and Washington. Leigh and Josie are on the committee. In addition, she mentioned the upcoming anniversary of Port Bath which was the first designated port. The Commission has created a logo embracing the interpretation “First Town, First Port”. The vision is for the State Historic Site to interpret Port Bath. We would like to do it and have support of HBF. Josie mentioned that it would be nice to have a gala ball during the anniversary year. She also commented that she is pleased about the bridge lot purchase and we need to form a committee for planning the use and perhaps include the garden club.

Surry asked for additional new business. None offered. The next annual meeting will be June 19, 2015 at 1000/Bath Town Hall. No further business was offered and Surry adjourned the meeting with notice of the quarterly board meeting immediately following.

Submitted

Karen Sayer

Secretary