

**Historic Bath Foundation Board meeting
September 30, 2011
Bath Town Hall**

Roll Call: Directors present: Surry Everett, Karen Sayer, Gene Roberts, Robin Boyd, Jerry Waters, Blanche Monroe, Mariann McQueen, Betsy Boxer, and Josie Hookway. **Quorum: All 9 directors present.** Ex-officio directors present: Leigh Swain; absent: Jimmy Latham, Bill Pruitt

Minutes reviewed: Blanche motioned to approve. Betsy second. **None opposed.** Approved with no corrections.

Treasurer's report: Cash balance decreased by \$12,781.12 during 2011 bringing cash balance to \$220,223.36 at September 30, 2011. General contributions from January 2011 to present totaled \$14,280, The Margaret totaled \$1,100 and investment income totaled \$1,086.28. Grants totaled \$26,928.42. Membership expenses \$1,882.48, other expenses \$436.50. At September 30 we have restricted assets for the museum: \$106,850.77, Department of Cultural Resources for the museum \$15,625.02, Lawson's Walk \$8,160.00 and the Margaret \$1,100. Unrestricted assets are \$86,286.57. Commitments yet to pay are: 2010 Bonner House Landscaping project \$5,649.96, Window for School \$2,500, 2011 Grants program \$5,000, Logo and Design work \$1,500 (estimated), Tri-Centennial outstanding checks \$2,201. Actual Cash available is about \$69,500. Mariann recommends that we keep expenses to less than what we take in. The Chairman asked to accept Treasurer's report. **None opposed.**

Finance Committee: Mariann talked briefly about committee ideas for fund raising for the first quarter of next year. She sent two options via email to all board members previous to this meeting. The preferred event is option two and she will elaborate further at our next meeting after attending a similar event in Williamston this winter.

Report of Officers:

President: Surry asked when the board would like to meet in December. It was decided the next meeting should be deferred until January 6th 3-5p.

Vice President: none

Secretary: none

Report of Committees:

Membership Committee: Karen asked if everyone had an opportunity to review previous email sent of final promotional material and asked for recommendations. Josie wondered how people would know this mailing is a solicitation for membership. Karen explained that a letter from the membership chair and a return envelope with a membership form would be included in the mailing. Josie feels emphasis should be placed on sending your donation to our address instead of referencing website. Karen explained the purpose of the mailing is to modernize and attempt to reach a wider audience who now utilize internet. Karen further explained one of the basic reasons for the website is to make it easier for people to send funds through a PayPal account. Betsy agreed. Blanche said she's not fond of the lamppost photograph but is satisfied overall

and likes the rack card layout. Betsy recommended the lamppost could be removed from the postcard. Mariann inquired about the specialized mailing list and how that would be obtained. Karen said through Morgan Printers and they have been provided the following criteria: preservation/museum enthusiast, history teachers, Department of Cultural Resource employees, and people who have a record of giving to these types of organizations. Karen asked the board to provide suggestions of further criteria. Mariann recommended a certain financial bracket be considered.

Strategic Planning: Jerry presented a worksheet to organize our sub-committees, goals, activity and action plan for next quarter. He will submit the final summary to the board via email after the committees present back to him with their action plan for the quarter (Oct/Nov/Dec 2011). Action plans at present include a Jan/Feb solicitation letter with new brochure and in conjunction with new website, biannual newsletter will be provided to members and the local community, fund raising event in first quarter of next year. There was discussion about collaborating with other town groups in order to efficiently share resources for common goals.

Museum Concept Committee: Gene shared that Leigh had arranged for us to meet with Dusty Wescott, Director of Curatorial Services, and Amy Sawyer, Exhibit Designer, regarding the Indian exhibit. The exhibit will probably be in the visitor center and will examine Indian activity in the Bath area including Beasley's Point and the field near Josie's house. We are waiting to hear what is available for the exhibit. Leigh said they had found boxes that have not been catalogued yet. Josie inquired if it were possible to also have a lecture in conjunction with the exhibit.

Award Ceremony: Gene shared the Award Recipient Nominating Committee ballot: Leadership awards: Ed Clement, Mike Godley. Rehabilitation/New Construction in harmony with Bath (two homes on Main Street): the Wooten's and the Johnston's. The Chairman asked for further nominees. None offered. Josie motioned to accept nominees. Blanche second. **None opposed.** Robin gave a report on the ceremony and suggested we hold it in conjunction with Open House and then have a fund raising event the first quarter of next year. Suggestions were provided for a unique location including Grimes Plantation, and the B&B near Greenville which has a double chimney like the Palmer-Marsh House. Karen agreed to call Ed Clement regarding Grimes Plantation and the Finance Committee will follow-up on other options.

The Margaret: The Chairman asked to move guest speaker up on agenda. The Chairman indicated our involvement with saving the Margaret was due to it being historic and for insuring Bath's historic shoreline will remain intact. Clay Johnson, HBF member, gave a brief presentation thanking the Foundation for their involvement. Clay shared information about the Tar Landing Jam which is another local non-profit involved in the effort. Discussion ensued regarding HBF not incurring any responsibility related to removing the vessel from the shoreline and the Chairman requested a letter from the owner indicating such. A PayPal account will be set up under the direction of the HBF Treasurer.

The Bonner Garden: Blanche gave a brief report regarding the progress on the garden and invited everyone to come out and see the trellis which will be installed this weekend.

Sign Committee: Josie gave a report regarding meeting with DOT and how there are processes for being on a list of priorities for street signs. Leigh will request this for us. Non profits can have signs also. How many do we need and what we will use for visibility. We will investigate the monthly cost as well as other issues and options.

Historic Bath Commission/Bath State Historic Site: Leigh conveyed on behalf of Bill that he appreciates our continued support. She gave a brief report on upcoming activities including Heritage Days, Paddle Bath, and Christmas Open House. She mentioned a new fee policy and will evaluate how the Foundation may be affected. She has attended the 264 Association and will provide more information about it at the next meeting.

Josie provided information regarding the Historic Albemarle Trail and how it could help with tourism in Bath. Surry and Josie will investigate the Southern Albemarle Association, NE Commission, National Heritage Tourism, and National Parks Service and how Beaufort County and Bath can be involved.

The Chairman asked that since several members had to leave early that all other items on the agenda be deferred until the next meeting on January 6th and reminded everyone of the Award Presentation on December 11th.

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

Submitted

Karen Sayer
Secretary