

**Historic Bath Foundation, Inc.**  
**Annual Meeting Minutes**  
**September 27, 2013 Bath Town Hall**  
**3pm**

Chairman Surry Everett welcomed everyone. Quorum was determined. Board members present: Surry, Gene, Karen, Mariann, Milo, Tricia. Absent: Walter, Betsy, Jim. Ex-officio present: Leigh, Sandra, Peggy. Absent: Jimmy. Motion presented to accept minutes by Milo. Second by Gene.

**Treasurer's Report**

Mariann reported at September 27, 2013 unrestricted assets are \$100,475.65 as compared to \$101,544.28 at 12/31/2012. During 2013 the total cash balance for HBF has decreased by \$1,068.63, bringing the cash balance to \$229,775.00. General contributions are 19,900.00, investment income is 92.49. Expenses include: Glebe House \$10,000, Museum cabinets \$1,550, Signs for Historic Site \$450, Membership expenses \$7,869.53 which includes a two year stock of brochures/envelopes. At September 27, 2013 we have restricted assets for: Museum \$106,850.77, DCR for the museum \$15,625.02, The Margaret \$1,281.59. Investments: \$50,236.80 Southern Bank CD. Surry asked if Treasurer report was approved without objection. No objections.

**Reports of Officers**

**President:** none

**Vice President:** none

**Secretary:** Karen will mail the remaining two awards from last year to Dr. Duckett and Edwina Shaw. She will send a thank you letter to the McNair's regarding their donation in honor of Gene. She will send a letter the Elaine Noe regarding lapse of small grant funds. She will place an order for additional letterhead to include new members, darker burgundy, and pink margin.

**Reports of Committees**

**Small Grants:** Karen mentioned that she would not be able to manage the committee and asked whether Tricia thought it was something she could do. Karen said that most of it could be done through email. Tricia said she would be happy to be the chairman of the committee. She will get with Karen about duties by January.

**Award Ceremony:** Karen shared that we need to set a date and also find someone else to manage the committee because she needs to get some duties off her plate. She explained that we have good community volunteers and that it pretty much runs itself now. She suggested that Betsy be appointed. None opposed. Mariann agreed that if everyone maintains their current role that it should fall into place. Everyone agreed that 2013 awards will be presented January 18<sup>th</sup> 5pm with the location to be determined. We will schedule our next meeting for 3pm that day. Surry and Mariann inquired as to whether we could have the event in the library space before it is occupied. Sandra said she didn't think it could be done because they are on such a tight schedule. The board agreed that we could have the reverse raffle with serving dinner/food on the same date. Everything will be held at Swindell's Store if possible.

**Museum:** Surry shared that we are still working with the lawyer on the draft agreement. We will get it to you via email and then pass it to BHSP after your approval.

**Finance/Fundraising:** see Awards Ceremony.

**Historic Research/Curriculum:** Karen explained that she, Betsy, and Leigh are on the committee and that it has been put on the back burner.

**Historic Research/Inventory:** Karen reported that the town should be moving forward with the guidelines. Surry expressed trepidation about whether the town would actually approve guidelines and he didn't want to fund it if it wasn't going to happen. Karen and Mariann explained that funds will be dispersed as the planner moves through each section of the planning stage. Karen said she felt like the town would approve the guidelines but they may not be based on sound preservation philosophy. Karen mentioned that the HDC board did request that the town allow HBF and HBC to appoint members to be involved in the work sessions. Sandra inquired if a BHSP representative could be involved. Karen encouraged Sandra to inquire with Bubs.

**Membership:** Karen said Gene had some interest in being involved with the membership drive. Karen said she can no longer do the full duties and Debra Torrence was willing to do it but with some financial reimbursement as has been arranged for doing the website and newsletter. No comment from the board at this point. Milo later mentioned that he would be interested in helping out. Karen will share duties with him and attempt to find someone else to take over other duties.

### **Report of Ex-officio Directors**

**Mayor of Bath:** absent

**Chairman Historic Bath Commission:** Peggy said she and Leigh have been talking about getting the QAR exhibit to Bath. She also expressed concerns about saving original structures in Bath and expressed availability for assisting as possible. She inquired about the Willson property. Gene and Surry both said that we have been in contact with the Willson family and they are aware of our interest. Gene asked permission to form a committee consisting of Gene, Milo, and Karen to further discuss the possibility of buying the structure with partial tax deductible benefit and/or offering for HBF to stabilize the structures in return for protective covenants. None opposed. Peggy asked if it would be helpful for HBC to send a letter to Mr. Willson in regards of the importance of the structures. Gene asked for Peggy to contact him regarding a possible letter. None opposed.

**Manager Historic Bath State Historic Site:** Leigh shared that the QAR exhibit is coming. We were hoping the exhibit would open here but we do not have the square footage to display the entire exhibit. We will display it after it is downsized. At present, we are expecting to have the display in June 2014. Karen inquired if HBF could rent Swindell's in order to display the full exhibit. Leigh expressed concerns for not being able to count visitation if it is located off site. Gene shared that HBF could provide funds for the Site to lease Swindell's and then it could be counted under your jurisdiction. In addition, if additional staff and security is needed, we could provide for that cost as well and this would keep the Visitor Center auditorium open for the film and other ongoing uses. Leigh said she would inquire about this opportunity. Leigh shared that visitation was up by 26.8 percent in July and then dipped to 22.5 percent in August. We are still pursuing Captain Joe utilizing the state dock for offering tours of Bath by water but we are changing from Tuesday to another day. The Site and Walk in the Light Productions are working together to present a Ghost Walk on October 12 and 26. The Candlelight tour will be at the Bonner house this year. We are working on the Palmer-Marsh garden bed by changing the ivy to a more colonial look which will include brick, boxwood, perennials, and statutory. Thank you for the small grant funds which provided the Van Der Veer location sign.

**Bath High School Preservation President:** Sandra shared that BHSP's focus at the moment is completing the library. There have been many challenges and we are running into a lot of stuff. The bids have exceeded our budget and so we are backing out non essentials. We appreciate HBF's offer of \$45,800 to assist us in making up the gallery fund shortfall. Sandra expressed that she feels we will need an additional 15,000 plus a 20% contingency for the gallery project. We are delaying the gallery project until summer and we will be forthcoming with our decision regarding your offer after the first of the year. Claudia sent a fund raising letter to members seeking additional funds. Gene commented by this time you should have some firm figures and a contingency shouldn't be necessary. Sandra expressed that we have run into a lot of unexpected costs and feel we need a contingency. Gene asked if the gallery construction was going to be on long term hold then he advises that the Smith Foundation be notified since they expected the gallery and library to open together.

This is very ticklish situation and it may cost us later. Sandra said she would speak with them after the windows are installed. Gene expressed concern about asking them for more funds. Milo inquired if Golden LEAF would provide additional funding? Sandra and Gene indicated that was unlikely. Sandra expressed her appreciation for all that HBF has done for the High School project.

**Old Business:** Karen asked about the two possible museum items that have been donated from Blanche Monroe and Thad Tankard. Gene said that we do not have storage. Karen mentioned that we were going to make arrangements with Gary Sullivan to keep them there. Surry will get in touch with Gary. Tricia mentioned that we will need some sort of collection policy and cataloguing system. Tricia and Leigh said they would work together on this project.

Mariann shared that we have received an invoice from Toby Tetterton for the Save the Margaret project. She will address this and get back with the BOD.

### **New Business**

Surry inquired about the Awards Ceremony nominees. Gene and Karen said that we have two nominees. Bea Latham is a nominee for being a resource through her ongoing research and for her commitment to the Glebe House and Bath cemeteries projects. In addition, Josie Hookway is a nominee for being an advocate for Bath for over twenty years. No further discussion. None opposed to the nominees.

Mariann said that now that 3B Farms owns Catnip road, property, and cemetery, it might be a good time to work towards protecting the cemetery. Tricia will inquire with Kevin about what the protocol is for protecting cemeteries.

Surry asked for additional new business. No further business was offered and Surry adjourned the meeting with notice of the next meeting, Awards Ceremony, and Reverse Raffle being held on January 18<sup>th</sup> beginning at 3pm with Raffle/Ceremony at 5pm.

Submitted

Karen Sayer  
Secretary