

Overfalls Board Meeting Minutes

November 14, 2015

Glick home, Lewes, DE

In attendance: B. Battista, N. Beck, Didden, R. de Sugny, R. Glick, D. Reardon, D. Smith, S. Townsend, G. Townsend, E. Van Gilder, T. Mulveny,

Excused: R. Perri, T. Wrubel

For Monomy project: Bernheisel, Jim McGuire

Next meeting: November 14, 9:00 AM, Net House

TREASURER'S REPORT

- See Financials for details.
- Overall expenses at plan YTD.
- Expect to place in reserve/endowment from \$10 to \$20 K.
- Income from annual giving is running 50 % of goal.
- A Holiday season giving effort is planned. Will drop in mid November.
- Monomoy budget will be contained within DHG budget.

Action items:

- Department heads need to provide 2016 budget plans to Eric ASAP.
- State Grant -in -Aid request expected to be submitted (Van Gilder)
- The reserve and endowment funds programs are still under evaluation as to returns generated and management fees. After 2015 closes this will be under active review.

AWARDS PROGRAM

Action item:

- Executive Committee is responsible for: Presidents award, Behind the Scenes, & Volunteer of Year

Approved Motions:

- Recognition plaques will now be given to retiring board members (retro for Hedge, Gibson).
- DHG – leadership team responsible.
- Guide of year – (new for '15) G Townsend responsible
- Store attendants and Guides are honored each year in form of luncheon.

MONTHLY MEETINGS

- December: Christmas party- Dec 11
- December Bd. Mting.-Dec 12 Net house
- No January meeting
- February: Mardi Gras nite at Irish eyes
- March: Historic Post cards speaker
- April: Annual **Mayors Breakfast**
- May: **open**
- June: Ships **Birthday**
- July, August, September: **Sundowners**
- October '16 : Capt. WM. Manthorpe is speaker

SCHOLARSHIP

\$1,500 grant, new budget item. (A Didden point person)

At January Board meeting a representative from Del -Tech will discuss with Board.

Action item:

- Development of criteria needed. Mentioned were: Delaware resident and in Maritime studies. Not resolved: is grant to be directed to a student earning a Bachelor's, or in a trades program.
- Contact DE Pilots Assoc. for input

MEMBERSHIP

Some new members have indicated they are not receiving Foundation e-mails. Apparently this is because they fail to mark the box on the new member form.

Approved Motion:

- Nancy will coordinate with Cathy and Tom to automatically place new members on our e-mail list. In future we should adopt policy of "request for removal."

MARKETING/PROMOTION

Outreach: Glick and Bernheisel will apply to CAMM conference as speakers on our Foundation's newest assets. (in Wilmington at Kalmar Nyckel facilities April '16).

Funding for travel expenses found in Museum/Artifacts 2016 budget request.

Approved Motion:

- spending \$500 for a 1/2 page ad in The Beach Book

FUNDRAISING

Suggested that future appeals define the specific uses and needs the raised funds will support or are to be allocated to general fund for future expenses involved in taking ship to shipyard for maintenance.

Action items:

- Major funding appeal planning needed, possibly in near future related to moving of ship to allow dredging of slip.
- Related to that action would be to possibly tow to shipyard for check of: steel, zincs, painting. While there is no current firm figures on costs of this action, it is estimated cost range could be \$150K to \$250 K
- Dredging of slip requires permit from Corps of Engineers, Application process may take several months. Estimate dredging costs \$40-\$50 K. Disposal of spoil may be an issue.
- At appropriate time President to appoint committee to address this appeal.

PLANNED GIVING

Nothing to report

SHIP'S STORE

Store is now closed for year. All items have been placed in containers and will be stored with Artifacts collection. Objective is to complete this by Early December

Will not be open for any fall/winter tours, nor Christmas house tours, nor Delaware Day.

Action items:

- Preparing compliance report for credit card machine. Eric will evaluate form before submission.

SHIP'S GUIDES

Nothing to report

SAFETY

The security cameras adjustments to address lighting issues continues.

Action items:

- A non Overfalls volunteer incurred a broken toe when trailering the Momomoy to its new location. An Incident report is to be prepared and submitted to our insurance carrier. The injured individual has not indicated there will be any action against the Foundation.
- All Incidence reports will be kept with Secretary records for future reference.

Incident report flow – Form to be completed by Overfalls member, send to Safety Officer, notification to Insurance liaison, advise insurance agent, copy to Secretary for file.

ARTIFACTS/MUSEUM

Museum displays removed from cases and in storage boxes.

Action items:

- Build additional shelving into storage unit to store Items from Ships Store.
- Begin interaction with LHS to bring all Overfalls artifacts that may be in LHS storage into the Overfalls collection.
- Approach LHS Executive Director to implement transfer. Handle with diplomacy!

DIRTY HANDS GANG

Ships water lines have been blown.

At low tide it has been noted two zincs, that are exposed, show deterioration.

Action items:

- Evaluate the signs of slip deterioration and recommend any actions required.

MONOMOY

- Reach a decision as to proper name for the Monomoy asset: "training Boat"? "Life Boat of Merchant Marine " ? (Jim McGuire to address/recommend)
- Will be covered for 2015/16 winter with blue tarp.
- Long term plan is to purchase and use a canvas cover with support frame. This allows for proper air circulation. Estimated cost is \$1,500

Action items:

- Resolve Trailer insurance and liability coverage for any vehicle towing Monomoy.
- Resolve insurance coverage related to boats use such as in a Parade, are individuals carried in the boat, covered?

PRESIDENT

Reported regarding the Hall of Fame committee suggestion to establish a liaison between the committee and this board. Eric Van Gilder assigned responsibility to implement process.

Approved Motion:

- Appointed Tracy Mulvaney to Board of Directors with dual role to function as Executive Director to carry out such functions as assigned. Vote of full board that this is not a conflict of interest. She may not vote or participate on any discussions or motions as to compensation related to the ED position.

Respectfully submitted,
PRG