

• **Overfalls Board Meeting Minutes1**
December 12,2015
Net House, Lewes, DE

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

Excused: T. Wrubel

Absent: Don Smith

For Monomy project: B Bernheisel, J MaGuire

For Dirty Hands Gang: D Pease, B Reader

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 has dropped.
- 2016 budget minor increases in expenses , mostly insurance & audit fees
- **Approved motion:** Endowment fund to be renamed “Long Term Preservation fund”

Action items:

- State Grant -in –Aid request expected to be submitted (Van Gilder)
- The reserve and endowment funds programs will be moved to safe, but better yielding Funds. A laddering technique shall be used.

AWARDS PROGRAM

Action item:

Scholarship program still evolving- Reardon and Mulveny appointed to develop specific recommendations.

MONTHLY MEETINGS

- January Bd. Mting.-10:00 Jan 9 Net house
- 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 program:

Action items:

- Readeron & Mulveny will develop a recommendation
- \$1,500 grant, new budget item. (A Didden point person)
- **At January** Board meeting a representative from Del -Tech will discuss with Board.
- 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:

We are still experiencing sever time lags in sending out to members Thank you notes for donations , annual giving , certificates for naming opportunities . This is not acceptable.

Approved Motions:

- 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."
- Nancy Beck will assume duties for sending all thank you notes
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ACTION ITEMS:

- Our E data base requires constant up dating to stay current. A Didden will work with Cathy on the timely updating process.
- Nancy Beck will head up our spring membership drive

MARKETING/PROMOTION

Outreach: Glick and MaGuire 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.

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

Approved motion

Naming opportunities such as porthole, rivet, etc. are a nonrenewable assets. It was recommended that all income from these assets be directed to long-term funds for benefit of the preservation of LV118/ WAL 539

SHIP'S STORE

Store is now closed for year. All items have been placed in containers and are stored with Artifacts collection.

Will not be open for any fall/winter tours, nor Christmas house tours,(seems this was changed ?) 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 & Security

The security cameras adjustments to address lighting issues continues. It now appears that security cameras may not achieve desired goals. Decision on this is ongoing issue. A recommendation will be made to the Board.

Security cameras caught a breach in access to boat with several adults and younger individuals on and in boat. Also hanging from Oars. The signage to avoid this had not yet been re placed on boat sides.

Action items:

- A non Overfalls volunteer incurred a broken toe when trailering the Monomoy 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 (Battista).
- 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.

Action items:

- 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!
- Remove items from ship proper.

DIRTY HANDS GANG

Action items:

- Evaluate the signs of slip deterioration and recommend any actions required.
- A plan will be developed expecting, that in 2017, ship will need to be moved so slip can be dredged. We have a 10 Yr. maintenance license from Corp of Engineers
- Ship will go to dry dock for evaluation and necessary work.
- An estimated (only) ,cost for dredging and ship work in range of \$210,000
- Once formal plan prepared a Grant application will be prepared to help off set costs.
- Every 3 days ship watch now in effect.
- Liberty lights now lit, ongoing work on electrical infrastructure
- Starboard W T Passageway door security will be upgraded
- Plan to clean and make orderly the engine room compartments. All equipment to be identified and functions described. Possible in 2016 once a day, extra fee, tours will be implemented. If so a set of criteria will be developed as to physical capabilities of guests allowed to tour these areas.

MONOMOY

Action items:

- Reach a decision as to proper name for the Monomoy asset: “training Boat”? “Life Boat of P
- Approval for Maguire to apply to CAMM to present Monomoy story at their annual Meeting .
- 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 2016 budget item
- Boat must be water conditioned, planed for 2016
- Resolve insurance coverage related to boats use such as in a Parade, individuals in boat.
- Proper signage for parades.

HALL OF FAME

Potential alterations on format presented

Every other year event

Challenge as to finding qualified recipients. The goal being to maintain the elevated status of membership.

Switch to Kings Creek site and buffet meal to reduce costs

Plan outreach to other Maritime communities for possible nominees

PRESIDENT COMEMENTS

Wished all good Holiday season and thanks for all work in 2015.

Respectfully submitted,

PRG