

Minutes of Overfalls Board Meeting  
December 13, 2019  
Net House

**Attendees:** Bill Battista, Mike Safina, Bob Garry, Tracy Mulveny, Tom Rew, Maggie Bauer, Don Gansauer, Dave Beck, Al Klineburger. Sue Tolbert

Excused: Bob Gibson, Tom Wrubel, Albert Didden

1. President Bill called the meeting to order shortly after 10:00. He explained with the resignation of Bud Val there needed to be a person to complete his unexpired term. He had asked Al Klineburger to take the position and his credentials were previously sent to all Board members by email, but the decision needed to come before the Board for formal vote. Mike moved to accept Al; Bill seconded the motion; It was approved unanimously. After being welcomed to the board Al said he was pleased to be on board.

2. Bill then passed the meeting over to Mike who introduced Ms. Sheila Bravo, President of the Delaware Alliance for Non-Profits (DANA) and Mr. Tony Ferlenda, Director of Consulting, DANA. Ms. Bravo explained the purpose of DANA and how it could assist the Overfalls Foundation in various ways. Later in the meeting after some discussion, Mike recommended we change the name of the Strategic Leadership committee to Governance committee and that he would take action to work with Maggie Bauer and Ray Glick to continue the dialogue with DANA. They will work with Tony to scope efforts leading to improved strategic planning and Foundation governance.

3. Bill thanked everyone for the help all have provided as he completed his first term as President. As President it is his responsibility to decide who should be awarded the President's Award. As Don was not able to attend the party that evening, Bill reviewed the things Don had done as head of the Dirty Hands Gang and then presented him with the award. Don was overwhelmed with the presentation and modestly said he was just doing his job.

4. Secretary Bob Gibson was unable to attend, Sue Tolbert agreed to take minutes

5. **Secretary's Report** As the minutes from the November meeting were not completed there were no minutes to approve. Tracy assured the board they would be completed by Saturday and sent to all – Approval can be done at the January meeting.

6. **Treasurer's Report:** (Bob Garry)

- There has been little change since last report and low receipt activity this time of year (annual giving is down). The budget is on target.
- Bank card fees are increasing.

- There needs to be a harder look at fundraising and getting younger volunteers. however, we must consider ways to raise income.
- Bob moved to change approved signers of checks to add Mike and remove Eric. Don seconded; the motion was approved unanimously, making Bill Battista, Mike Safina, Tracy Mulveny, Bob Garry and Cathy Heronemus signatures for checks and the savings account. Mike, Bill and Bob Garry will also have access to the safe deposit box.
- Bob moved and Mike seconded that checks under \$300.00 would only require one signature. Motion approved unanimously.
- Tracy moved and Maggie seconded to approve the treasurer's report. The motion was unanimously approved.
- Earl and Kristi Webb were so impressed with the docents assigned from the Overfalls to their house for the house tour and the Overfalls' mission that they have given the foundation \$1,000.
- Bob presented a 2020 budget to the board members for them to review at the January meeting and then vote on it in March.

## 7. Committee Reports:

### **Curator:** (Ray Glick)

With Ray's absence there was no report.

### **Dirty Hands Gang:** (Don Gansauer)

- A written report was submitted.
- Don reported that one of the caster wheels on the gangway has deteriorated and needs replacing. The replacement wheel has been ordered and will be put in place once it arrives.
- Materials have been purchased to repair the back of eh ship's store
- All is in place on the ship for the anchor Drop for December 31.
- Permit application for embankment repair has been submitted by Evelyn Maurmeyer to DNREC LHS appears on the application rather that OF as the embankment is on LHS property
- Don reminded the board dredging needs to be done every 7 years and the time is drawing near to get the planning in place. Cost is typically based upon the amount of material to be removed. Dredging, towing and shipyard work would cost about \$400,000.

### **Education Committee:**

- Mike and Sue spoke with Chris Chapdelaine, the Development Director from the Delmarva Council of Boy Scouts of America (BSA), about various opportunities for the Scouts not only as service projects, but the educational aspect for younger scouts as well. Numerous ideas had been discussed and a follow up discussion with other key personnel from BSA is to be set up by Chris in January.

**Events:** (Tracy Mulveny)

**Opening Party** – Maggie reported that the committee has met several times with the main objective discussed to increase ticket sales by looking at revitalizing the venue and objects auctioned. The committee is gathering information. By March there will be a definite decision to present to the Board. It will probably not be held Memorial Day weekend as in the past. What has been considered the major fundraiser for the Foundation will continue, but not likely the last Friday in May. What is being considered is a ceremony to recognize those who have been memorialized by donors to take place on National Maritime Day (May 22). The annual fundraising event will be renamed and will likely take place in October. The overall objective is to increase ticket sales over last year.

**Lewes House Tour** – (December 7) Dave reported he had 8 guides available to provide tours. However, there were few visitors. According to the House Tour booklet the ship was closed causing some confusion to the public.

**Anchor Drop – New Year's Eve** - All is in readiness for the celebration, weather pending. There will be no food. Fire pits will be provided by Ray Glick.

**Speakers** – The January speaker will be Red Moulinier and the Lighthouse folks. There will be no Speaker for February, however a Mardi Gras event is desired. At the March 13 meeting Jack Emery will speak on his experience as ground crew for Apollo 13. Looking ahead to October Tracy is contacting Bill Manthorpe on naval history in Lewes,

**Guides** (Dave Beck)

- Dave questioned who would take care of paying for a brick in Jim Maguire's memory. There needs to be a written policy for brick commendations. It was generally agreed (not voted) that OF should have an annual memorial ceremony for commemorative bricks. This should be part of the policy.
- It was suggested rather than having comment cards for visitors the guides suggest they go on Trip Advisor and write comments regarding their experience.
- CAMP Rehoboth is interested in a tour in April. Dave said he just needs a date and approximate number of visitors. Mike has led to coordinate with CAMP Rehoboth.

**Historian/Outreach:** (Al Klineburger)

- Nothing new regarding history.
- A presentation has been scheduled for Coastal Club January 15

**Property and Insurance:** (Albert Didden)

- Al not in attendance – no report; see above under DHG.

- Al provided survey estimates for \$5600.00, but it was not clear why a survey was required.
- Tracy spoke with Dennis Reardon who will look at investigating the Foundation's property boundaries.
- Mike subsequently provided a copy of a 2010 landscaping plan to Al Didden that shows the property boundaries.

### **Annual Giving**

Tom Rew is currently working with Dave and Nancy Beck to familiarize himself with the process.

### **Memorial Giving**

- Al Klineburger had no report.
- Tracy said Tom Wrubel needs to be informed that all naming opportunities should go directly to Al Klineburger. Bill Battista will contact Tom Wrubel.

### **Ship Store:**

Sue Townsend has agreed to continue with ordering merchandise and keeping its inventory. She recently attended a trade show for merchandise. Sue Tolbert will take on scheduling the volunteers. Tracy will be the backup in the event someone does not show for their shift.

### **Maritime Hall of Fame** (Elaine Simmerman/Emily Yeager)

An agreement has been reached with LYC to hold it October 10, 2020. A check in the amount of \$750 has been sent to LYC.

### **Foundation Office**

- Mike presented the board a proposal outlining the availability of office space in Nassau Commons.
- Dave Bernheisel alternatively proposed via email to Mike on December 13, to use the LHS spaces or the Rollins Center, but after discussion, the Board agreed this would not be feasible or support the Foundation needs as ongoing discussions on other topics with LHS were still fragile.
- Bob Garry confirmed there is sufficient budget for the office requirements and has created a line item in the budget.
- Don moved, and Bob seconded the motion to secure the office space. The motion was unanimously approved. The office should be available January 1, 2020. Mike took the action to coordinate with the real estate agent (Jamie Romano with Lingo Real Estate) to sign a lease and pay the security deposit and first month's rent. Mike will send a copy of the lease to Albert Didden to assure there were no insurance ramifications. [Mike subsequently spoke with Dennis Reardon who saw no concerns from a legal viewpoint with the lease.]

### **Old Business:**

All Conflict of Interest and Whistleblower forms have been signed. Mike has spoken to Dennis Reardon regarding being the OF's lawyer on retainer. Although Dennis is no longer practicing, he will act as a consultant when needed and will refer us when an attorney is recommended. It was noted that he would have to recuse himself on matters involving the City of Lewes.

**Lightship Sailors Association Memorial** (Steve Tolbert)

No report as Steve has not received a copy of the lease with the city. Bob Garry is going to check the safe deposit box for a copy. Bob Garry questioned the financials for the nonprofit. Dave Beck suggested a bronze plaque be placed on the ship as a memorial rather than another structure on the grounds.

**New Business:**

- The items on the agenda under new business were covered under the various committee reports.

Dave moved to adjourn the meeting; Don seconded All were in favor. Meeting adjourned 11:45. The next meeting will take place on January 10, 2020 at the new conference space in Nassau Commons or at the Net House (back up). Details to follow.

Respectfully submitted,

Sue Tolbert for Bob Gibson