

Overfalls Board of Directors Meeting Minutes
April 17, 2020
Meeting held by video conference, Lewes, DE

Meeting called to order at 10:00 am.

In Attendance: Bill Battista, Albert Didden, Bob Gibson, Bob Garry, Sue Tolbert, Dave Beck, Don Gansauer, Tom Rew, Maggie Bower, Tracy Mulveny, Mike Safina, Al Klineberger and Tom Wrubel.

Secretary's Report: Last meeting minutes approved as read.

Treasurer's Report: Bob presented a "shut down budget" in recognition of our current Covid19 situation. The only expense paid was \$5206.65 for insurance. The credit card service charge will be reduced from \$1000 to \$500 and the extra \$500 will be moved to the ship restoration budget, now \$15,500. A motion was made and approved to accept the treasurer's report.

Old Business

Work on the bulkhead:

Bill Battista wants to put the bulkhead painting project off into the future.

DANA Meetings: DANA has offered to do training electronically with shorter sessions. Maggie, Ray and Mike will meet with DANA next week to discuss if June would be a good time to meet.

Web master: The web site is now secure. Tom to search for a backup web master.

Rip-Rap Project: We will be going ahead with the rip-rap repair at the West end of the bulkhead without LHS. This will cost \$12,740. Al is looking into any additional set-up charges. They plan to do their part of the repairs and rip-rap installation in the fall. They will have to cover the additional set-up charge for getting equipment into place. A motion was made and approved to go ahead with the rip-rap repairs.

Brochure distribution: Tracy has talked with TDS, the company that does our brochure distribution. They have agreed to delay distribution of our brochures until we have a better feel for the timing of our ships opening later this summer.

Scholarship Program: extended to next week Kids are being asked to send their applications directly to Tracy.

New Business

Gala: The annual Gala has been cancelled.

Hall of Fame: The program for this year has been canceled.

Grants: Most of what Bob Garry has found are in the form of loans. We are not interested in a loan.

Committee Reports:

Curator: The missing item was the knot board. The ship's wheel has been missing for a long time. Although we have a storage area. Ray would like a secure room for artifacts. Too many people have access to the current storage area. We could investigate building a new larger storage building where the existing storage building is located.

Have proceeded to develop display plan for 2020 museum and collect artifacts for display.

Some items are timeless and very relevant and will be the core of the items displayed. However, we will also place some seldom seen items.

Ray's Report: Several artifacts are requiring cleaning or minor repairs, and this is being carried out. Improved display signage is planned to better describe each displayed item(s) or group.

There has been some storage "shelving space creep" into the area designated for only artifacts. A sign will be installed to help delineate that area limited to artifacts only. The storage Unit is a unit for the entire foundation and is currently used as such. However how the space is now used conflicts with **Best Standards** for the storage & security of artifacts.

The legal aspects of a foundation as to the Artifact collection is that "we are responsible, in perpetuity, for their retention maintenance, preservation and security".

Best standards: calls for the artifacts to be stored in a secured space with access limited only to a very small number of approved individuals. It is not appropriate for artifacts storage space to share with non-artifact items. However, the Foundations need for storage has been acute and a compromise was necessary.

I would ask all having key access to our unit limit entrance to yourself or that you accompany anyone who is needed to assist you.

Please do not loan your key to any one nor allows any one unaccompanied access.

This guideline is not to indicate that our membership is not trustworthy. However, we have "lost" an artifact in recent times.

The American association of museums statistics indicate nearly 80 % of all "lost" items from a museum collection are museum staff related.

We have few items of significant monetary value, but many that **are irreplaceable or one of a kind**. Theft of museum artifacts can be classified as a federal offense and must be reported to the State police and FBI.

Some other concerns that I need to bring forward, with solution recommendations to follow are:

1. The excessive number of "files and records" sent to us by LHS in 2019. Someone at the board level should review these boxes and determine if they can be sorted in to **Keep or sent to recycle**. Using a significant amount of needed space.
2. Shall we further pursue our quest to determine and retrieve any LV 118 artifacts they might have in storage.
3. The jumbled files and records, we have in storage, of the foundation (past 8-10 years). Again, a qualified board member needs to review and determine what requires retention and should they be retained in Foundations office?
4. The on-board life Jackets need restorative work. Do we want/ need to display all we have in the racks or limit number on display. (a formal recommendation for board approval will be forth coming)

A brief evaluation indicates this artifact asset is in deterioration. I do feel they need to be removed off season. Handling them must be limited as they are becoming fragile. If someone is willing to volunteer to repair the torn materials and straps it would be a great step in their preservation. Some are of the WWII kapok style which was replaced in '46 and the rest of the silicone fibrous glass style that is also no longer used.

Dirty Hands Gang/Monomoy/Safety: There is not much happening due to the current stay-at-home status.

1. No members of the DHG are currently assigned weekly ship inspection, however, this does not mean that the checkups have stopped. I get regular reports from those who stop by the ship on their own. Plus, I myself, check her several times a week. Ray Glick noticed that the signal flag storage cabinet in the cross-deck entry has pulled away from the wall on the port side. This repair will be one of the first attended to once we can resume work. Nothing other than the usual rain leaks have been reported.
2. The recent spring tide along with coastal flooding has caused more erosion at the corner where the net drying reel used to be. The rip rap project should get started as soon as possible.

3. Temperatures will most likely remain above freezing, so I will be turning on the water in the next few weeks.
4. The Ship Store repairs have been on hold. There is little remaining to do in the interior and can be completed quickly once permitted.
5. Tuesday, April 4 would have been our monthly breakfast meeting of the DHG. Instead, I will send out an email to them with a status update.

Education: There has been no activity regarding the summer family programs. Our scheduled March 31 meeting was cancelled due to the governor's state of emergency edict.

Events: Nothing to report

Historian Community Outreach Program: I do volunteer to present a historical first person "Momnomoy Story" dealing in part with the U. S. Merchant Marine during WWII. Suggest that it be included with a sundowner evening. Memorial Naming, nothing to report. Opening Ceremony canceled.

Insurance: Have requested walkthrough of Foundation property and assets with M Insurance to become fully aware of any additional insurance requirements. Any required protocols regarding quarantines will be fully respected.

Giving: No report

Property: Permits have been received for riprap repair, waiting for price for extra setup cost from Precision Marine to complete Foundation repairs independent of LHS who will not do repairs until September. Repairs will require entry through LHS property, and they have been contacted re. permission. LHS needs details on what this involves, and Precision Marine will detail requirements to them. I expect we will receive cooperation from LHS. These repairs should not impact opening of the Lightship.

Membership: Mailed 570 Membership forms, Letter and return envelope. As of April 13, we have received the following completed membership forms: 89 by mail and 30 by PayPal. Kathy said she will notify me as she receives completed membership forms...she is going to the Post Office once a week. Membership cards/thank you letters have been mailed to all new and returning members.

Ship Store: I sent a message to all the volunteers and substitutes from last year and have had a wonderful response! How encouraging. Of course, in the process I was in contact with Sue Townsend who takes care of the inventory and here is what she had to report - "I went down to the store yesterday & it is a mess so the guys still have a lot to do to get it ready before I can put any merchandise back. I was curious with this virus if we would even open for tours due to the restrictions. I've been holding off ordering new shirts because the business I get them from is closed. I reordered a few books but didn't want to order too much until we get closer to opening. Nothing to report but if they can keep me in the loop about the store repairs, that would be great."

Maritime Hall of Fame: The program for this year has been cancelled. If they have enough applicants, they will also do 2022 to get back on a bi-yearly schedule.

Ship Tours: No tours until business reopens.

Web Site: The web site is now secure. Tom to search for a backup web master.

Meeting Adjourned 10:35 am

Minutes respectfully submitted by.

Bob Gibson
Secretary

Overfalls Foundation