

FINAL
OVERFALLS FOUNDATION BOARD MEETING MINUTES
June 18, 2021

The mission of the Overfalls Foundation is to preserve, teach and honor the United States lightship service and the maritime history of our community through the preservation and display of the Lightship Overfalls (LV-118) and its collection of associated maritime artifacts.

To provide a world-class museum experience that honors, preserves, and promotes the valuable contributions of the United States lightship service to this nation's history. To obtain national recognition as a leader in promoting the cultural significance of maritime history in our community. To be good stewards of the generous contributions of our donors, sponsors, and volunteers by leveraging those contributions to provide interactive educational experiences that have a lasting and positive impact.

Call to order - 10:00am

1. Secretary's Report

- Approval of May minutes – **Unanimously approved.**

2. Treasurer's Report

- Monthly Financial Report – May financials show a negative in May due to Ship Store start up and web camera expenses. Shore work and scholarship fund expenses are paid. We remain in good financial stead. Membership dues are higher than 2020. **Financials unanimously approved.**
 - Lewes Fireworks Donation - Mike asked if the Foundation would be recognized as a sponsor for making a donation for the fireworks. Tracy suggested that if we were to donate, we could let our membership know that we'd done so. Sue recommended we make a \$100 donation. All agreed that we donate \$100.
 - Opening Ceremony/Hall of Fame Expense summary – additional expenses and donations are pending.
 - GoFundMe/PayPal Giving Fund – Executive Committee agreed to move forward on using this fund-raising channel and this was also agreed by the Board.
 - Grant status – Mike is recommended that we aggressively avail ourselves of all grants that are available to the Foundation. Bob asked that all contact him if they are aware of any grant opportunities.

3. Old Business

- Opening Ceremonies / DE Maritime Hall of Fame: Key lessons learned – All went well. Mike appreciated everyone's contributions. DHG did a great job setting up and taking down. Kudos were received from the mayor and other City officials. Tour guides were instrumental as well. HOF members were also essential. We had approximately 150 people in attendance.
- Landscaping / Survey – The landscaper placed sod beyond the Foundation property onto LHS property; The Executive Director from LHS contacted Mike about this and requested it be removed; and it was. The property surveys are available however the markers can not be located and as such, the location of the property line between LHS and the Overfalls Foundation is not clear. Mike believes we should have a survey done to avoid future conflicts with LHS regarding property boundaries. Albert Didden obtained a cost estimate for the survey at approximately \$2125. Mike will approach the

City Manager through Janet Reeves about sharing the cost of the survey with the City before we proceed independently on having a survey done.

- Scholarships – Completed; typically awarded at a school event (vice at the Opening Ceremony).
- Cape Henlopen HS Internships/Volunteer Opportunities – Mike spoke with the HS guidance counselors about students working as volunteers or interns at the Foundation. The conversation was positive. If we proceed, the Foundation will need to provide member representatives to monitor the students and act as mentors. Bob Garry volunteered to work with Mike. Sue suggested landscaping and family programs as potential opportunities. Noted that interns have not been paid by the Foundation in the past.
- Do More DE 24 and Volunteer DE 50+ - Overfalls has been accepted. Will need to add info to the website.
- Schedule of events – see below
- Updates to Point of Contact List – please send Mike updates to this list.
- Digital Communications Strategy – Mike needs to coordinate with Matt Urban.
- Weather Station status – Comcast still has not run their lines. Everything else is ready to go.

4. New Business

- Summer program planning
 - Sundowner Events: 6/26, 7/24, 8/28, 9/25
 - Dates and music arranged. How will set up be coordinated? – 6/26 – Cathy Gorman will perform. Beer, wine, and water will be provided by Mike and Ray. The purpose is a social event for members and outreach to the community, publicized in the Cape Gazette, on sandwich board and on Facebook. The Tolberts volunteered to get simple food for the 26th. Tables and chairs will be provided; attendees are encouraged to bring chairs as well.
 - Family Programs: 6/23, 7/21, 8/18
- Honor Roll Oversight / Process / Maintenance – Bob Garry has taken the list from Dave Bernheisel and identified 3 names that need to be added. Also need to identify worn pavers that need to be restored/replaced and contact Clean Cut Pavers to have the paver work done. Need to have an “owner” of the overall honor roll process, e.g., certificates, pavers, etc.
- Free Tours for Healthcare Workers/First Responders – Tracy suggested that we coordinate with a citywide event that is being planned by the City of Lewes for healthcare workers. Agreed that we offer free tours for college kids in July and free tours for healthcare workers/first responders and their families in August.
- July 4th Lewes Boat Parade
 - Judging, trophies, and ceremony – Maggie will be the judge representing the Foundation. Bert Long will carve the trophy. The Ship will be used as a platform for the ceremony. Mike is working to get further details. The Monomoy will be in the Boat Parade; Bill Schmidt has taken the lead on this. Still need to firm up trailering the boat. Chuck Ward is the main point of contact from the Rotary Club.
- DANA Communities of Practice – all are encouraged to participate – Mike will send info about the CoPs to all.

- Upcoming partner organization events ?? – Mike canvased the Board for info on relevant events and encouraged all to contribute any info about other water-based community events in which we can participate
- Document retention policy. The Treasurer recommended the Foundation establish a document retention policy. We would need to decide what to keep and where to store it. Tracy thinks LHS may have some older records stored at the request of Jack Leshner.

5. Committee Reports

- Written reports requested, verbal reports by exception/as needed

6. Schedule of Upcoming Events

- June 23 & July 21: Overfalls Family Program
- June 26 & July 24: Sundowner Socials
- July 4th Lewes Boat Parade

7. Next Meeting/Regular Meeting Schedule (Same Zoom Link)

- June 18, 10 a.m.
- July 16, 10 a.m.
- Aug 20, 10 a.m.
- Sep 17, 10 a.m.

8. Board Member Inputs – Around-the-Table

9. President's Closing Comments

Adjournment – 11:41am