

## BHS Preservation Board of Directors' Meeting

October 2, 2018

The October 2 meeting of BHS Preservation Board of Directors was held in Pirate Hall; Ruth Dorkin presiding. Members present included Nancy Thomas, LeAnna Holmes, June Lee, Janet Courson, Mike Godley, Dale Benson, and Ricky Carawan. Ruth called the meeting to order and welcomed everyone.

Agenda – Ruth presented the agenda; Ricky moved to accept; Janet seconded; motion accepted.

Ruth thanked Ricky for the ramp outside the door. She gave a personal story of her bother concerning access to the handicapped. This ramp means a great deal to those who need it. Ricky also expressed thanks to Cliff Jordan for his help. Ruth sent Cliff a thank you note.

Minutes – Members read over the minutes; Nancy moved to accept; LeAnna seconded the minutes. The motion carried with two abstentions for members who were not present at the September meeting.

Treasurer's Report – June Lee: June present the treasurer's report.

October is budget night. June presented the proposed budget. The 5K was discussed. Nancy brought up that \$750 for the Spring Concert could be used as advertising rather than as an Office Expense. Nancy asked to see the costs of the fund raisers and the net of the fund raisers to make comparisons. For example, we need to be able to see how much we are putting into a fund raiser to see if the net is worth the time. June said she had that information and could bring it to the next meeting.

Ricky asked about the restricted funds of \$1450 for the auditorium. We is it restricted to? June said it is just general.

Dale asked if the cost of the parking lot improvement was included in the budget. June answered that we will be paying that item (Parking Lot) this year. June didn't put that in because we have not paid it. We do not actually know what the exact cost will be. It was estimated at \$15,000 with five groups paying shares. Those groups are HBF, Bath Christian Church, Library, BHSP and the Town. June says this will be on the January report.

Dale asked what was made on the last 5K. June said in 2016 it was about \$10,000 so that is what she had budgeted for this year's 5K. The amount in 2017 was much less due to lack of sponsorships. Is the Silent Auction included in the Oyster Roast? The answer is yes.

Ruth directed the group to the vote on the treasurer's report. (Motion, Mike; second, Ricky). The budget was approved.

### Committee Reports

#### Building Committee – Ricky Carawan

Ricky talked with Seldon Taylor about the building projects, including the upstairs office space and the auditorium. Their meeting plans were interrupted by Hurricane Florence, so Ricky has postponed the planning session with Seldon.

Ricky checked on the building after Florence. There was a leak in the stairwell and water in the basement. Other than that, there was no damage. Seldon is going to give thoughts to Ricky concerning the auditorium.

Ruth said HBF is still discussing the elevator. An elevator with two openings will cost an additional \$70,000. The state is giving HBF \$100,000 for the elevator. A decision has not been made about the state's approval of increasing their payment by \$70,00. HBF is interested in getting gutters as well. Ricky is to get an estimate for HBF's part in the cost of gutters.

#### Membership – Nelda Ormond

Nelda reported one new member in September.

#### Fund Raising Report – Claudia Alligood

Claudia was absent; no report.

#### Special Events – Janet Courson

Update on Retreat: Janet gave a report on the retreat plans. We are still waiting to hear from John at Slices & Ices to get deal for the pizzas. Rachel K's has given us 25% off a tray of two dozen baked goods. Several board members are donating coffee, paper products, soft drinks, chips and salsa. Nine board members have RSVPed that they are coming. Mike Godley will be unable to attend but has written a brief history of BHSP. Gill Jones made a ppt. presentation of photos of our building through the process. Martyn Johnson will talk on Beaufort County Economic Development. Janet has been in communication with Michele Oros about her presentation concerning grants and with Sam Gore about his presentation and facilitation of our afternoon session. Stakeholders who will be present are Ken Friedlien, HBF; Martyn Johnson (BCED); Seth Efron; Frankie Waters (Beaufort County Commissioner); and Ruth Peterson (Bath Public Library). Lentz Stowe with BCCC emailed today that something has come up and he will not be able to attend. Chris Umphleet emailed that he will not be able to attend but may send someone from the Historic Site. No response from Jason Pair or Jimmy Latham. Nancy and Janet will go to the State Park to make sure the ethnology is working for the visual displays on the two large TVs.

#### Pirate Hall – Ruth Dorkin

Pirate Hall was rented yesterday. There is a class reunion scheduled for this Saturday, and next Saturday will be the class reunion for Ruth's Class. Pirate Hall has been rented during November.

Chairs and tables were ordered from True Value Hardware. The metal on the chairs is gray and not black. Ruth thinks we should return the gray ones.

With the rentals, we need to make a check list. Breakers need to be turned off. Ruth is to make up a check list, sign it and leave it in the kitchen. The refrigerator should be left on.

#### Old Business

Ricky expressed a concern at the August meeting about conflict of interest. Sandra Harrison sent Ruth the Conflict of Interest policy. We had made a motion to have the bylaws' committee write a conflict of interest policy. Mike commented that that is not necessary because we already have one. If the board decided that it is worthwhile to use Ricky's services, we could explain with the conflict of interest policy that we are not self-dealing. The elements that are outlined in the conflict of interest not involved in the discussion or the vote. The second element is that there is evidence presented that BHSP would be worse off if someone else did the work. Example: someone else would be charging more, etc. The other element to the policy describes that we should annually declare if there is any interest that may be in conflict. All directors would sign the form. Any conflicts of interest would be stated on the form. This should be done annually. Ruth sent a copy of the conflict of interest policy to Ron Moore. Mike sent a link to the board. The link will give us access to the Conflict of Interest policy.

No further old business.

Dale asked that we put the Conflict of Interest be tabled until next meeting, which will give Ron a chance to look at it.

Nancy asked if we send the calendar to the people who update our social media, Facebook, website. Yvonne is supposed to be doing the website. Joanne Childs is doing the newsletter. Lent Stowe had suggested a student from BCCC could take on BHSP as a project to help us with our website and social media. Mike Godley has designed websites. Mike did the "bones" of the site we have now. Yvonne

made some changes. Mike says if it is what the board wants, he would be willing to be the webmaster. He would want to be able to make changes and neaten things up. Social Media includes things you can play with and will not have to involve the main website. Mike said he would make his time available to do that. Ruth is going to reach out to Yvonne. We will have a report on the website soon. Dale asked if we will have a newsletter next month. Ruth reported that Joanne Childs is currently experiencing some health problems, so it may not be our next month.

Nancy moved that we adjourn; Ricky second the motion.

The next meeting will be held on November 6, 2018 at 7:00 pm in Pirate Hall.

Respectfully submitted,  
Janet Courson and LeAnna Holmes, Acting Secretaries.

Approved: \_\_\_\_\_

\_\_\_\_\_, President Ruth W. Dorkin

\_\_\_\_\_, Janet R. Courson, Acting Secretary

\_\_\_\_\_, LeAnna C. Holmes, Acting Secretary