

Bath High School Preservation, Inc.

Minutes for December 2, 2008 Board Meeting held at Bath Christian Church, Bath, NC

Present: Harold Cutler, Jr., Marti Buchanan, James Russell Boyd, Jim Cox, Mike Godley, Peggy Daw, Bobby Roberson, Nelda Ormond with special guest David Hoggard.
Regrets: Susan Modlin, Claudia Alligood, Jack Wallace

Harold **opened the meeting** with the Pledge of Allegiance to the Flag.
In the absence of Susan, Peggy served as acting secretary for the recording of minutes.

Mike presented the **treasurer's report**. Marti moved to approve the report. James Russell seconded. After discussion, the motion carried.

Old Business:

Peggy reported on the Final Grant Report. It will be submitted and reviewed at the Historic Bath Foundation's meeting on Friday 12/5/08.
The Town approved the Christmas wreaths, decorations and Open House for 12/14/08.

New Business:

Marti confirmed the Washington Parade, arrival at 9am for start at 10am. She will provide some scarves and hats for the members of the board who can participate. The float team will work at Mike's Barn Friday afternoon about 3 hours. Volunteers are needed for decorating and setting up for the Open House. Please see Marti or Susan.

Guest to discuss 2008 Window Project:

David Hoggard arrived, from a dinner at Blackbeard's for the Double Hung Window's team sponsored by Claudia. David expressed his appreciation for the warm welcome and hospitality at Paul Minor's Harbor Hotel, Country Kitchen and Blackbeard's. He said, "I am impressed with this group and happy to complete this elevation. You treat us so well. We are using this as a filler between our jobs. Just so you are aware, we are just covering our costs. These are not our usual contracted rates, but we like helping this type of endeavor." He urged the group to complete the finish coat of paint, especially on the window mullions from 2007's project so that the glaze would hold up 20-25 years. We need to do this finish coat on the 2008 windows, as well. Another area of concern is the gap between the fabricated sill work and the concrete window ledge. This needs caulking to protect it from water infiltration. They would do this while they are here, but they do not have the material. He'll let us know what to use and this needs to be done very soon. He encouraged us to just keep moving forward with the project. There were some badly damaged sashes in this wing and he can rebuild these that remain in his shop. He thanked Mike for treating the team to dinner at Lanier's Monday night and everything he has done to keep things running smoothly. He invited us to join the classes he will be doing at Coolmore, Tarboro, NC in March. He shared his observations on the Kitchen Wing. The original windows may be there. They may have just bricked up around them. Care needs to be used with the removal, there are two courses of bricks on each side, so windows could be between. If we can find the windows, it's easier to bring back the original complexion. David is willing to work with us on this next phase. Just let him know how

he can help. The board thanked David for everything he has done. It's been well received by the town and our membership.

Harold advised the board he had decided to appoint some committees:

Construction Committee:

Harold Cutler, Jr., Chair

Jack Wallace, Co-Chair

CM Woolard, Jr. (retired from BC School Maintenance and very familiar with BHS)

Jim Cox

Peggy Daw

Jim raised a question at this point, "What is the process?" Harold responded, "As the chairman of the board, I have the authority to appoint committees. This should make our work run more smoothly."

Fund Raising Committee:

Claudia Alligood, Chair

Ron Moore, Co-Chair

James Russell Boyd

Bobby Roberson

Ed Clement

Nomination Committee:

Mike Godley, Chair

Jack Wallace, Co-Chair

Betsy Gray

Publicity Committee:

Marti Buchanan, Chair

Star Credle, Co-Chair

Betsy Gray

Sue Conway

June Wallace

At this point, Harold reminded the group that Sue Conway would be serving as the secretary for minutes at the next board meeting.

By -Laws Committee:

Bobby Roberson, Chair

Ron Moore, Co-Chair

Mike Godley

Susan Modlin

Nelda Ormond

Christmas Committee:

Marti Buchanan, Chair

Susan Modlin, Co-Chair

Star Credle

Mike Godley

Betsy Gray

Joann Childs

Jim Cox

Harold commented, "The reason I appointed so many to each committee is to allow for sub-committees for special projects. The chairman has the latitude to divide duties." Harold requested we send this out to everyone on their committee assignment. He restated that as the chairman of the board, he has the responsibility to make these committee appointments and appreciates everyone's cooperation. Each committee chair can recruit additional members to help, as they choose.

Mike recommended that the 2009 goals guide the budget and said, "From goals we should progress to a plan. And with a plan, just as we plug in dates to develop our calendar, we should assign dollar figures to develop a budget. We should officially adopt a budget and be guided by that budget as we make choices about immediate expenditures and projects throughout the year. A meeting of the Board of Directors in a workshop without other formal business to attend to would be a good opportunity to develop that plan, calendar and --most importantly-- budget. Committee chairs need to participate in the budget process. Peggy is to draft a calendar of events for 2009 and present this at the January board meeting. A board workshop date can be selected at that time.

Marti commended Harold on increasing our formal committee structure. She expressed occasions in the past year that potential fund raising opportunities may have been lost. James Russell asked for elaboration. She discussed an idea Paul Minor had on boat donations/ resale, a tea to honor Mrs. Ruth Smith Waters and Mrs. Vera Oden, and a Halloween fundraiser with Terry Rollins, local storyteller.

Jim made a point about any masonry repair being commissioned very carefully. They learned at the last Masonry class that some contractors would give a low bid and use materials like Portland cement that ultimately damaged the existing period brick. This brick is softer than today's materials and needs special mortar considerations. He and Susan are working with specialist to provide this guidance.

Nelda will confirm the calendar for the church and the group thanked the members again for the use of this facility. Peggy has personally thanked the minister, Curtis White. He expressed that this is the community's church and their pleasure that it had been a benefit to our organization.

Peggy is to send a note of thanks to Paul Minor for the donation of accommodations. It is great when those who work on the BHS project can stay in Bath.

The **next meeting is scheduled for Tuesday January 6, 2009** at 7:00pm at Bath Christian Church.

Harold adjourned the meeting.

Respectfully Submitted,

Peggy Daw (secretary substitute)

Harold Cutler, Jr. Chair