



Eastern Carolina Aviation Heritage Foundation  
Board of Directors (BOD) Meeting  
Friday, January 13, 2023

**MEMBERS PRESENT:** Chairman Tom Braaten, Jimmie Green, Mark Meno, Richard Hazlett, Tim Clark, Georges LeBlanc, Adam Persky, Mark Meno, Dr. Bill Fortney, John Langdon, Ray Dunn, Mary Beth Fennell, Commissioner Brenda Wilson, Via Teams video/phone conference: Barry Fetzer, Rhonda Murray

**MEMBERS ABSENT:** Mayor Will Lewis, Chris McGee

**STAFF PRESENT:** Pam Holder, Michelle Burgess

I. CALL TO ORDER

Chairman Tom Braaten called the meeting of the Eastern Carolina Aviation Heritage Foundation (ECAHF) to order at 8:30 am on Friday, January 13, 2023 in person and via video conferencing, with a quorum present.

II. APPROVAL OF AGENDA

Chairman Braaten presented the ECAHF Board with the Regular Agenda for their approval. Commissioner Brenda Wilson made a motion to approve the Regular Agenda, as presented. With no discussion, the motion carried unanimously.

III. APPROVAL OF CONSENT AGENDA

Chairman Braaten presented the ECAHF Board with the Consent Agenda for their review and approval. Barry Fetzer made a motion to approve the minutes from the December 9, 2022 Board of Directors meeting. The motion carried unanimously.

IV. REGULAR AGENDA ITEMS

1. COMMITTEE REPORTS

A. Aircraft Curator Report

- Richard Hazlett reported the contract for A6 to be painted is out for bid and expect to be awarded mid-March 2023.
- Aircraft inspection found bird nest in A4 nose wheel.

**B. Exhibit Report**

- Richard Hazlett reported two wooden model donations were made both approximately 70 years old:
  - C119 - Flying Box Car
  - R5D - Transport Plane
- Richard Hazlett reported the 1919 - 48 Star Flag was returned to Eugene Smith.
- Added to the display:
  - Helicopter helmet
  - Drill Instructor cover
- Richard Hazlett reported he was contacted by Chip Perrault, of Carolina Pines, regarding General Fontana's 4' statue being donated to the Exhibit. Richard will be contacting the Base Historian regarding accepting the statue.

**C. Budget Report**

- Pam Holder provided the January 2023 budget report, which reflects an available balance of \$153,299.71. Jimmie Green made a motion to accept the January 2023 ECAHF Budget Report. With no discussion, the motion carried unanimously.

<b>EXHIBIT #1C</b>			
<b>EASTERN CAROLINA AVIATION HERITAGE FOUNDATION</b>			
<b>TREASURER'S REPORT</b>			
<b>January 6, 2023</b>			
<b>Revenues:</b>			
Contributions		\$ 966.25	
2023 Gala Fundraiser		12,574.37	
2022 Gala Fundraiser		466.25	
2022 Fly-In		600.00	
Dues/Membership		325.00	
2022 Summer Camp Dues		75.00	
NASA Space Grant		3,000.00	
Sales of Items		152.00	
	Revenue Subtotal		<b>\$ 18,158.87</b>
<b>Expenses:</b>			
2023 Gala		\$ (439.00)	
2022 Fly-In		(230.57)	
Cont. Services			
Exhibits			
Advertising		(398.00)	
Postage			
Printing		(240.00)	
2022 Summer Camp Supplies		(1,908.50)	
2022 Summer Camp Salaries		(3,150.00)	
FICA Expense ( 2022)		(240.98)	
Scholarship		-	
	Expenditure Subtotal		<b>\$ (6,607.05)</b>
<b>Current FY Balance</b>			<b>\$ 11,551.82</b>
<b>Carry-Over (FY 2022)</b>			<b>\$141,747.89</b>
<b>Available Balance</b>			<b>\$ 153,299.71</b>

- Barry Fetzer made motion to honor the funds by depositing the money into an interest-bearing account. After much discussion, Barry Fetzer requested the motion be withdrawn. **With no discussion, the motion was withdrawn.**

**D. Education Committee Report**

- Mary Beth Fennell reported the Education Committee is meeting on Monday, 16 January 2023, to begin working on the curriculum.
- Mary Beth Fennell stated ordering the 5 NASA Lego Kits is on-hold.
- The 2023 Eastern North Carolina Elementary School Engineering Camp Application will be released on 1 February 2023. Maximum enrollment is 50 students which gives 10 students per group. Beyond this point and with teacher's approval, additional students could be added.

**E. Marketing Report - Included in Old /New Business**

**F. Development Committee Report - No report.**

**2. OLD BUSINESS**

**A. Armistead Property Funds – Ideas**

- Dr. Bill Fortney stated the Water Jet was received and will be installed on a rolling cart. The rolling cart is on order.
- Tom Braaten recommended pictures be taken to highlight the Water Jet Cutter being used to present at the Gala.
- Adam Persky recommended using aviation safety videos from the Civil Air Patrol public website.
- Dr. Bill Fortney recommended contacting Bill Hand to develop an aviation safety video.
- Ray Dunn stated Hugh Armistead, Bob Prescott and Mark Prescott and their spouses will be attending the Gala.

**B. 2023 Gala - February 24, 2023**

- Pam Holder presented the Marketing Plan. Still no response from Bill Poole or Donnie Cox.
- Tom Braaten stated 23 February 2023 is the date setup with Steve Tyson to interview Mark Meno.
- Pam Holder stated a press release is prepared and ready to submit to New Bern Now.
- Pam Holder requested help in disseminating the ECAHF Gala Flyers.
- Pam Holder reported on the 2023 ECAHF Gala Sponsors:
  - Title Sponsors 3
  - Gold Sponsors 1
  - Silver Sponsors 2
  - Table Sponsors 14
- Pam Holder stated ACT donated a chair to ECHAF for a silent auction.
- Tom Braaten presented the items for the Raffle prizes
  - Plane Ride

- Two Dinner Tickets at the Double Tree, New Bern
- Two Night Stay at the Double Tree, New Bern
- New and Renewing Membership Door Prize: F-35 Model
- Volunteers to sale Raffle Tickets:
  - Mary Beth Fennell
  - Jimmie Green
  - George LeBlanc
  - Barry Fetzer
  - Adam Persky

**C. Website Analytics**

- Pam Holder provided the website statistics.
- Commissioner Brenda Wilson recommended adding ECAHF website link as a selection on TEC website

**3. NEW BUSINESS**

- No New Business

**V. MEMBER COMMENTS**

Commissioner Brenda Wilson stated The Wall That Heals - Vietnam Veterans Memorial will be coming to Havelock in November 2023.

The next Board meeting is scheduled for February 10, 2023 at 8:30 a.m.

**VI. ADJOURNMENT**

With no additional business to discuss, **a motion was made by Adam Persky to adjourn the meeting at 9:45. The motion passed unanimously.**

Date approved: \_\_\_\_\_

\_\_\_\_\_  
Tom Braaten, Chairman

Attest: \_\_\_\_\_

Michelle Burgess, City of Havelock Staff