



Eastern Carolina Aviation Heritage Foundation
Board of Directors (BOD) Meeting
Friday, April 14, 2023

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

MEMBERS ABSENT: Dr. Bill Fortney, Ray Dunn, Mayor Will Lewis, City Manager Chris McGee

STAFF PRESENT: Pam Holder

I. CALL TO ORDER

Chairman Tom Braaten called the meeting of the Eastern Carolina Aviation Heritage Foundation (ECAHF) to order at 8:37 am on Friday, April 14, 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. Jimmie Green 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. Mary Beth Fennell made a motion to approve the minutes as corrected from the March 10, 2023 Board of Directors meeting. The motion carried unanimously.

IV. REGULAR AGENDA ITEMS

1. COMMITTEE REPORTS

A. Exhibit Report

- Richard Hazlett stated progress on A-6 Painting/Restoration project is going well.

- Eight items were documented on the punchlist mainly from the overspray.
- Working on getting the Ejection Seat.

B. Budget Report

- Pam Holder provided the April 2023 budget report, which reflects an available balance of \$144,419.10. For contributions, \$1,125 will be transferred to the 2023 Summer Camp which is for scholarships. Jimmie Green made a motion to accept the April 2023 ECAHF Budget Report. With no discussion, the motion carried unanimously.

| | | <u>EXHIBIT #1C</u> | |
|--|----|-----------------------------|-----------------------|
| EASTERN CAROLINA AVIATION HERITAGE FOUNDATION | | | |
| TREASURER'S REPORT | | | |
| April 13, 2023 | | | |
| Revenues: | | | |
| Contributions | \$ | 2,166.25 | |
| 2023 Gala Fundraiser | | 31,777.35 | |
| 2022 Gala Fundraiser | | 466.25 | |
| 2022 Fly-In | | 600.00 | |
| Dues/Membership | | 1,495.00 | |
| 2022 Summer Camp Dues | | 75.00 | |
| 2023 Summer Camp | | | |
| NASA Space Grant | | 3,000.00 | |
| Sales of Items | | 152.00 | |
| | | <u>Revenue Subtotal</u> | <u>\$ 39,731.85</u> |
| Expenses: | | | |
| 2023 Gala | \$ | (12,588.64) | |
| 2022 Fly-In | | (230.57) | |
| Cont. Services | | (1,708.00) | |
| Exhibits | | | |
| Advertising | | (398.00) | |
| Postage | | (55.11) | |
| Printing | | (240.00) | |
| 2022 Summer Camp Supplies | | (1,908.50) | |
| 2022 Summer Camp Salaries | | (3,150.00) | |
| FICA Expense (2022) | | (240.98) | |
| Scholarship | | - | |
| NASA Space Grant | | (901.84) | |
| Armistead Funds | | (15,639.00) | |
| | | <u>Expenditure Subtotal</u> | <u>\$ (37,060.64)</u> |
| Current FY Balance | | | <u>\$ 2,671.21</u> |
| Carry-Over (FY 2022) | | | <u>\$141,747.89</u> |
| Available Balance | | | <u>\$ 144,419.10</u> |

C. Education Committee Report - Included in Old /New Business

D. Marketing Report - Included in Old /New Business

E. Development Committee Report - Included in Old /New Business

2. OLD BUSINESS

A. 2024 Gala: February 23, 2024

- Adam Persky stated the Development Committee had brainstormed and recommends to the BOD four possible speakers:
 - 5 States Helicopter
 - Maj Gen. Charles Bolden
 - Col. Huber
 - TCOM
- Tim Clark recommended contacting Peterson Family on the P-52
- Tom Braaten recommended contacting Hubie Tolson for a female aviator.

B. Funds from Armistead Property

- Pam Holder reported the simulator project is progressing nicely.
- Pam Holder reported on the Lego Sets and Chromebooks.
 - All Lego Sets are here: Two Spike Kits and 10 Lego Sets. Plan is to have an Engineer with the Two Spike Kits as an activity.
 - Chromebooks have been ordered but there are concerns, so the order might need to be canceled with Walmart and ordered from another source.
- Tom Braaten stated the Safety Video would not be developed for this year. Pam stated the teachers are planning to have Middle School students do a video to go along with the camp. Pam recommended to the teachers to add a safety portion.
- Mary Beth stated there is a need for additional \$1,500 to cover salaries and \$3,000 for each curriculum per year. Mary Beth made a motion to earmark \$1,500 from the \$40,000 Armistead Funds to cover curriculum costs for the 2024 Summer Camp. With no discussion, the motion carried unanimously.

C. Website Analytics

- Pam Holder provided the website statistics.

D. Summer Camp (July 24-28, 2023)

- Mary Beth Fennell reported the Education Committee met on 13 April 2023 and decided to accept 55 students - 11 per group. The plan is to have 55 students at camp. The remaining applicants were prioritized on a waiting list.
- Craven County Schools Academically Intellectually Gifted (AIG) Program provided 22 students. The committee accepted sixteen students providing additional information required is received.
- Accepted four scholarships from the Havelock area Elementary Schools.
- Accepted three scholarships from an applicant's request and one private scholarship.
- Total scholarships are eight for a total of \$875.00 for scholarships committed.
- The applicants received from the Boys and Girls Club were for Middle School Camp. Middle School Camp does have room to accept the two applicants. The applicants are expecting scholarships. Adam Persky Beth made a motion to

provide \$500.00 from ECAHF funds to cover costs for the two students in the event the Middle School Camp did not have enough scholarship funds to cover costs. With no discussion, the motion carried unanimously.

- Four teachers confirmed for the camp. Efforts are being made to follow-up with 5th teacher to confirm she is still interested.
- Three teachers are working on the curriculum. Camp theme is “Go the Distance”
- Schedule a day and time for ECAHF Board Members to come in to view the camp activities.
- Accepted 22 girls.
- Engineers are confirmed to support the activities.

E. 2023 Family Fly-In STEM Night – (Friday, 18 August 2023 – 5pm – 8pm)

- Marketing report provided for review.
- Adam Persky will reach out to the Aurora Fossil Museum for a demonstration.
- Havelock Police Department added to the flyer. Flyers provided to BOD members to disseminate.
- Pam Holder presented the 2023 Fly-In Booths and STEM Demonstrations information to include several new additions.
- Parachute Drag recommended for a demonstration. Adam Persky volunteered to support the demonstration.
- Commissioner Brenda Wilson volunteered to contact the Fire Department regarding the “Jaws of Life” demonstration.
- Pam Holder presented the Sponsorship Opportunities for the Fly-In.
- Tim Clark will work with Sgt. Rebecca Hopper regarding the K9 demonstration.

F. Craven Community College: April Fools but Science Rules – Saturday, 1 April 2023

- Tom Braaten, Pam Holder and Richard Hazlett represented ECAHF.

3. NEW BUSINESS

A. BOD Expiring Terms 6/30/23

- George LeBlanc – No – Moving end of May 23
- Adam Persky
- Dr. Bill Fortney

B. Simulator Support

- Tom Braaten recommended having three qualified to support the simulator.

C. ECAHF Website

- Barry Fetzer mentioned copying website designer on emails regarding the aviation history stories, so they can be added to the website.

D. The Vietnam Traveling Memorial Wall

- Havelock, NC November 2-5
- Commissioner Brenda Wilson provided sponsor information regarding "The Vietnam Traveling Memorial Wall."
- Volunteers will be needed to support the schedule of 24 hour a day during the visit.

V. MEMBER COMMENTS

The next Board meeting is scheduled for May 12, 2023 at 8:30 a.m.

VI. ADJOURNMENT

With no additional business to discuss, a motion was made by Jimmie Green to adjourn the meeting at 9:30. The motion passed unanimously.

Date approved: 9 JUNE 2023

Tom Braaten

Tom Braaten, Chairman

Attest: Michelle Burgess
Michelle Burgess, City of Havelock Staff