



Eastern Carolina Aviation Heritage Foundation
Board of Directors Meeting
Friday, May 13, 2022

1 MEMBERS PRESENT: Chairman Tom Braaten, Georges LeBlanc, Richard Hazlett, Jimmie
2 Green, Mary Beth Fennell, Ray Dunn, Mark Meno, Rhonda Murray, Christopher McGee, Mayor
3 Will Lewis, Commissioner Brenda Wilson Via Teams video/phone conference: Barry Fetzer,
4 Walter Phillips

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6 MEMBERS ABSENT: Adam Persky, Bob Mattocks, Dr. Bill Fortney

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8 STAFF PRESENT: Pam Holder and Melanie Pool

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10 I. CALL TO ORDER

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12 Chairman Tom Braaten called the meeting of the Eastern Carolina Aviation Heritage Foundation
13 (ECAHF) to order at 8:36 am on Friday, May 13, 2022 in person and via video conferencing, with
14 a quorum present.

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16 II. APPROVAL OF AGENDA

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18 Chairman Braaten presented the ECAHF Board with the Regular Agenda for their approval.
19 Jimmie Green made a motion to approve the Regular Agenda, as presented. With no discussion,
20 the motion carried unanimously.

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22 III. APPROVAL OF CONSENT AGENDA

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24 Chairman Braaten presented the ECAHF Board with the Consent Agenda for their review and
25 approval. Jimmie Green made a motion to approve the April 8, 2022 Board of Directors
26 minutes. The motion carried unanimously.

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28 IV. REGULAR AGENDA ITEMS

29 1. COMMITTEE REPORTS

30 A. Aircraft Curator Report

- 31 • Richard Hazlett reported due to a family emergency the H46 repair from the
32 lawn mower damage has not been fixed. It will be a priority come June.

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- A statement of work for painting has been submitted. It usually comes back in a couple of weeks.

B. Exhibit Report

- Richard Hazlett stated that he has started taking pictures for the paperwork for the planes on loan from Quantico. The paperwork is due to Quantico by June 30, 2022 per loan agreement.
- Practical Aeronautics has brought a class each month for a tour/class. Richard Hazlett has been a gracious host pulling out the engine each time and answering all of the student’s questions.
- A gentleman visiting the TEC reached out to Richard Hazlett about his uncles’ part in building the Block House on the Lewis Plantation. He stated there are many letters that will be posted on line that his uncle wrote about his time building the Block House. Once Richard finds them he will print and post them in the Havelock Exhibit Room.

C. Budget Report

- Pam Holder provided the May 2022 budget report, which reflects an available balance of \$137,950.82. Jimmie Green made a motion to accept the February 2022 ECAHF Budget Report. With no discussion, the motion carried unanimously.

**EXHIBIT #1C
EASTERN CAROLINA AVIATION HERITAGE FOUNDATION
TREASURER’S REPORT**

May 12, 2022

Revenues:			
Contributions	\$	1,121.00	
2022 Gala Fundraiser		28,783.65	
2021 Fly-In		1,001.00	
2022 Fly-In		250.00	
Dues/Membership		3,010.00	
2021 Summer Camp Dues		2,935.00	
Interest		-	
	Revenue Subtotal	\$	37,100.65
Expenses:			
2022 Gala	\$	(10,870.24)	
2021 Fly-In		(907.96)	
Cont. Services		(779.01)	
Exhibits			
Advertising		(2,220.00)	
Postage		(135.40)	
Printing		(467.00)	
2021 Summer Camp		(590.47)	
2021 Summer Camp Salaries		(3,150.00)	
FICA Expense		(240.98)	
2022 Summer Camp		(63.76)	
Scholarship		-	
	Expenditure Subtotal	\$	(19,424.82)
Current FY Balance		\$	17,675.83
Carry-Over (FY 2021)			\$120,274.99
Available Balance		\$	137,950.82

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

E. Marketing Report - Included in Old /New Business

59 F. **Development Committee Report** - Included in Old/New Business.
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61 2. **OLD BUSINESS**

62 A. **2023 Gala - February 24, 2023**

- 63 • The Board discussed several options for speakers. The narrowed list of two, is
64 listed below in the order of the desire of the Board. Members will contact the
65 individuals and report on their availability and potential to speak at the next
66 meeting.
- 67 ○ Vice President of Amazon Aviation Sarah Rhoads
 - 68 ○ 5 State Helicopter - Owner Shawn Harris
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70 B. **STEM Activities Website**

- 71 • Pam Holder presented the website statistics. The visits to the website are up
72 over all. Most of the visits are direct and looking at the STEM camp.
73 Morehead City was the number one city for the month of May.
- 74 • Whitney Hernandez has finished the STEM Challenge. It has been released.
75 The Challenge was posted on Facebook and advertised to the schools via
76 Peach Jar.
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78 C. **Elementary School/Middle School STEM Camp**

- 79 • The middle school camp will be held July 18-22, 2022 at the Craven
80 Community College-Havelock campus. The theme is “Unleash Your
81 Superpower”.
- 82 • Mary Beth Fennel reported that the middle school has about 40 students
83 signed up. She and Dr. Bill Fortney met with the middle school team and they
84 are on track.
- 85 • The theme for the elementary STEM camp is “The Sky is the Limit:
86 Engineering Flying Technologies” and will be held July 25-29, 2022.
- 87 • As of now there are 41 students registered, max is 50. Pam Holder stated that
88 the teachers will meet and start planning for camp in June.
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90 D. **Armistead Property Funds - Ideas**

- 91 • ECAHF is part of the city, it is not possible at this point to do a scholarship.
92 Internships may be one way to get funds to students while working with the
93 city.
- 94 • Simulators, new curriculum, funds for A&P books/tests are all educational
95 focused.
- 96 • Produce a video about safety in aviation. This can be shared with the school
97 systems and STEM programs.
- 98 • After much discussion the Board decided to recommend new STEM
99 curriculum and large camp supplies such as Legos, lab equipment, and a
100 simulator as starters for the donated monies. Ray Dunn will set up a time to
101 meet with the Armistead Family and discuss the ideas that have been
102 presented.

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E. 2022 Family Fly-In

- The Family Fly-In & STEM Night is scheduled for August 12, 2022. The City of Havelock Police department will also participate by giving out school supplies and bags.
- The movie chosen is “Cloudy with a Chance of Meatballs”.
- Pam Holder sent in the request to Cherry Point for support. Rhoda Murphy stated that she has support for each station except the chair. It needs more approval.
- Sponsorship is still needed for the movie, food, water and soda.
- Advertisements will be done on social media, television, surrounding newspapers, radio stations, flyers, posters and Peach Jar.

3. NEW BUSINESS

A. Recommendations for Board of Directors Appointments

- Tom Braaten, Walter Phillips, Bob Mattocks, and Mary Beth Fennell terms on the ECAHF Board seats are expiring. Tom Braaten and Mary Beth Fennell have agreed to another term. Walter Phillips and Bob Mattocks have declined to serve another term. The Board will need to appoint two new members.
- After discussion of possible candidates for the Board. It was decided that Tim or Kate Clark and John Langdon would be great appointments. They will be contacted and asked if they have interest in serving on the Board. There is a city application to fill out.

B. Chair Appointment

- The current Chair, Tom Braaten, term is expiring. After much discussion Tom Braaten stated he would think about and consider serving another term. Georges LeBlanc stated he would not be able to serve as chair until he retired in the next year and half. A decision will be made in the near future.

V. MEMBER COMMENTS

No member comments

The next Board meeting is scheduled for June 10, 2022 at 8:30 a.m.

VI. ADJOURNMENT

With no additional business to discuss, a motion was made by Ray Dunn to adjourn the meeting at 10:03 am. The motion passed unanimously.

Date approved: _____

Tom Braaten, Chairman

Attest: _____

Melanie Pool, City of Havelock Staff