



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

MEMBERS PRESENT: Chairman Tom Braaten, Adam Persky, Jimmie Green, Mary Beth Fennell, Richard Hazlett, John Langdon, City Manager Christopher McGee, Dr. Bill Fortney, City Mayor Will Lewis, Rhonda Murray via Teams, Barry Fetzer via Teams

MEMBERS ABSENT: Tim Clark, City Commissioner Brenda Wilson, Mark Meno, Raymond E Dunn, Jr.,

STAFF PRESENT: Pam Holder, Chelsea Humphrey

GUEST PRESENT: Guy Nelson via Teams

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, July 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. **Jimmie Green made a motion to approve the minutes from the June 9, 2023 Board of Directors meeting. The motion carried unanimously.**

REGULAR AGENDA ITEMS

1. COMMITTEE REPORTS

A. Aircraft Curator Report

- Richard Hazlett stated that all aircraft were power washed and that he is working on a new manikin for the landing officer.
- Richard Hazlett stated that his next plans are going to focus on conserving artifacts.

B. Exhibit Report

- Richard Hazlett stated that we have a new exhibit which is an amazing AV-8 simulator constructed just in time for the summer camp.
- Tom Braaten stated that TV 9 was here & interviewed him and Pam Holder. TV 9 WNCT was doing a feature on what families can do in the summer time for free. The Fly-In was also discussed and they plan to come and do a feature on that as well.

C. Budget Report

- Pam Holder provided the June 30, 2023 budget report (Exhibit #1C), which reflects an available balance of \$188,275.84.
- NASA Space Grant & Armistead Funds were reflected on the report.
- Jimmie Green inquired about ECAHF gaining 501(c)(3) status. The board decided to make an official request.

Mary Beth Fennell made a motion to accept the June 30, 2023 ECAHF Budget Report. With no discussion, the motion carried unanimously.

D. Education Committee Report

- Mary Beth Fennell stated that there was a very nice NASA grant article written by Pam Holder which was shared on social media. NASA Grant re-shared it and mentioned that they were excited for being a part of such a great program.

E. Marketing Report

- Barry Fetzer was temporarily unavailable and so the board decided to hold off on the Marketing Report at this time.

F. Development Committee Report: The board decided to hold off on this report at this time.

2. OLD BUSINESS

A. 2024 Gala: February 23, 2024

- Tom Braaten was able to confirm that Col Huber would be happy to speak at the Gala next year. Adam Persky made a motion to approve the guest speaker Col. Huber for the 2024 Gala. With no discussion, the motion carried unanimously.

B. Website Analytics

- Pam Holder reviewed the website analytics (Exhibit #2B) and stated we had 274 users which was 80 more than last year at this time. The summer camp link is very popular. Most are direct leads.

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

- Mary Beth Fennell mentioned that we had 55 students but 84 applied.
- The planning meeting was on July 6. Pam Holder said we had 6 of the 14 engineers present at the meeting. There is also 5 student volunteers and some of our volunteers are previous camp goers. The curriculum is coming along. Mary Beth Fennell added that this is not a pre-made curriculum which means there has been more work involved for all parties.
- Mary Beth Fennell mentioned that the showcase will be live-streamed again and posted to YouTube.
- Tom Braaten reminded that the teachers prefer no guests be allowed in but that he can make an exception if you want. Notify Tom if interested in visiting camp.
- Pam Holder stated that the shirts have been ordered.

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

- From Exhibit #2D.1, Pam Holder stated we received a request from Food Lion to set up a booth and presented the email received regarding it. The board decided it was a good idea to allow them a booth. It was suggested they include a STEM activity at the booth to tie into their table.
- Pam Holder stated we are still seeking donations for the door prizes.
- Pam Holder stated that we are still looking for a magician and it was suggested to use a volunteer student from the Craven Community College. Dr. Bill Fortney also suggested using engineering students.
- Adam Persky stated he had sent a request for Civil Air Patrol.
- Adam Persky to do the parachute with Richard Hazlett.
- Pam Holder stated we are on target with our marketing plan. Donnie is still tentative, but Ch. 9 should be in attendance.

- City Mayor Will Lewis also suggested contacting Reagan Tell at HHS with the FFA. They have things like trained chickens that might be a nice exhibit.

E. Recommendations for Board of Directors Appointments to BOC

- Tom Braaten, Bill Fortney, and Adam Persky have all been reappointed and should have their letters confirming it.
- Guest Guy Nelson may be a board recommendation for the George LeBlanc vacant seat.

F. Fall Partnership, October 17th from 6pm – 8 pm

- Adam Persky suggested a similar set up as last year with the restaurants and samples. Having TEC staff help with passing out samples will help. We should do paper planes and activities from summer camp to challenge the adults to do it.
- Tom Braaten added that Shortway usually comes too.
- Bill Fortney suggested that the students could also be volunteers.

3. NEW BUSINESS

A. Applicant for BOD Retired US Marine/Navy Seat: Guy Nelson

- Guy Nelson was asked to be a guest at the meeting. He is a former Harrier pilot with 10 years serving at Cherry Point. He also continues to serve with the Reserves. Tom Braaten introduced him to the board as a possible candidate to fill the vacant seat.
- **Tom Braaten made a motion to recommend Guy Nelson to the City Commissioners at the July 24th meeting. With no discussion, the motion carried unanimously.**

B. Heritage Society Review

- Lockheed Martin has not been a consecutive giver but they have been a long-term supporter and have returned with larger amounts.
- **Jimmie Green made a motion to include Lockheed Martin as a Heritage Society member. With no discussion, the motion carried unanimously.**

C. Donation Received in honor of Tom Braaten

- Mary Beth Fennell presented attachment 3C which shows a thank you letter and donation in honor of Tom Braaten from the Havelock Chamber of Commerce for his help with the Salute to Vets.

IV. MEMBER COMMENTS

No additional comments.

The next Board meeting is scheduled for August 11, 2023 at 08:30 a.m.

V. ADJOURNMENT

With no additional business to discuss, a motion was made by Tom Braaten to adjourn the meeting at 9:34. The motion passed unanimously.

Date approved: 11 AUGUST 2023 Tom Braaten
Tom Braaten, Chairman

Attest: Chelsea Humphrey
Chelsea Humphrey, City of Havelock Staff