



Eastern Carolina Aviation Heritage Foundation
Board of Directors (BOD) Meeting
Friday, October 14, 2022

MEMBERS PRESENT: Chairman Tom Braaten, Jimmie Green, Mary Beth Fennell, Richard Hazlett, Tim Clark, Georges LeBlanc, Commissioner Brenda Wilson, John Langdon, Christopher McGee

Via Teams video/phone conference: Barry Fetzer, Rhonda Murray, Ray Dunn, Mayor Will Lewis

MEMBERS ABSENT: Adam Persky, Dr. Bill Fortney, Mark Meno

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, October 14, 2022 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. Commissioner Brenda Wilson made a motion to approve the minutes from the September 9, 2022 Board of Directors meeting. The motion carried unanimously.

IV. REGULAR AGENDA ITEMS

1. COMMITTEE REPORTS

A. Aircraft Curator Report

- Richard Hazlett reported installation of the small door on H46 is complete.

B. Exhibit Report

- Richard Hazlett stated a Philippine Kris sword knife was donated to the ECAHF by Mr. Mike Popow. Additionally, mentioned the VMAQ Monument donated by Len Ingram is on display.
- Richard Hazlett reported 4 new ECAHF members signed up during the Fall Partnership.

C. Budget Report

- Pam Holder provided the October 2022 budget report, which reflects an available balance of \$137,866.92. **Jimmie Green made a motion to accept the October 2022 ECAHF Budget Report. With no discussion, the motion carried unanimously.**

EXHIBIT #1C			
EASTERN CAROLINA AVIATION HERITAGE FOUNDATION			
TREASURER'S REPORT			
October 7, 2022			
Revenues:			
Contributions		\$	865.25
2022 Gala Fundraiser			
2022 Fly-In			600.00
Dues/Membership			145.00
2022 Summer Camp Dues			75.00
Sales of Items			108.00
		Revenue Subtotal	\$ 1,793.25
Expenses:			
2022 Gala			
2022 Fly-In			(226.74)
Cont. Services			
Exhibits			
Advertising			(148.00)
Postage			
Printing			
2022 Summer Camp Supplies			(1,908.50)
2022 Summer Camp Salaries			(3,150.00)
FICA Expense (2022)			(240.98)
Scholarship			-
		Expenditure Subtotal	\$ (5,674.22)
Current FY Balance			\$ (3,880.97)
Carry-Over (FY 2022)			\$141,747.89
Available Balance			\$ 137,866.92

D. Education Committee Report

- Mary Beth Fennell reported the middle school engineering camp is being planned for 17-21 July 2023 - *Survivor Theme*. Expect to see advertising come out sometime in February 2023.
- **Mary Beth Fennell made a motion for the Elementary School Summer camp be 24th thru 28th July 2023. With no discussion, the motion carried unanimously.** We continue to grow our relationship with the Community College. The college is hosting a Girl Scout event at the end of the month as a part of STEM and Mary Beth Fennell is participating.
- Tim Clark stated home schooling is taking off and will provide contact information for the person responsible for the association of home schooling to Mary Beth Fennell.

- Pam Holder stated Tanya McGhee, Dean of Havelock Campus at Craven Community College, is going to include our camp information on their flyer. Additionally, the college is going to sponsor a star gazing party in April 2023 and needs an amateur Astronomer. Tom Braaten recommended contacting the Newport National Weather Service.
- Mary Beth reported the contract with the college for the Middle School Camp does not need to be renewed unless there is a change. The annual contract commits us to pay \$1,000 towards the camp directors' salary. Additionally, stated concerns on how to get better awareness about scholarship availability especially to the demographic that can't afford it and not applying.
- Mary Beth reported the NC Space grant is reviewed on a quarterly basis so expect to hear something by end of month.

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

F. **Development Committee Report** - Included in Old/New Business.

2. OLD BUSINESS

A. **Fall Partnership**

- Chairman Tom Braaten stated overall it went well and a great appreciation and recognition of the TEC staff and caterers.
- Pam Holder reported approximately 77 people attended.
- Mary Beth Fennell, through discussion with guests, made suggestion about doing something different than summer camp activities. Chairman Tom Braaten recommended putting the activities on the tables.
- Mary Beth Fennell stated the STEM Early College in Carteret County is closing.

B. **Armistead Property Funds – Ideas**

- Chairman Tom Braaten stated the Water Jet Cutting Machine is a go with the college purchasing the consumables. The next step is for Pam Holder to present to the Board of Commissioners a request to appropriate funding from the sale of the Armistead property to ECAHF to use for STEM and Safety Education and equipment.
- Tim Clark stated he contacted Rosalie Wade, Education Director, at Frontiers of Flight Museum. They have two simulator stand-alone systems but unfortunately very difficult to integrate in their summer camps and training programs, so they have a room of computers with Microsoft flight simulator components and software. Further stated, the Microsoft simulator software was less expensive and less maintenance. The rough estimate for a table top is \$1,000 to \$1,200. One attraction is their curriculum. They are using the Boy Scout Merit Badge. Mary Beth Fennell stated the Boy Scout Merit Badge is a better option for the Middle School Camp.
- Pam Holder stated that Greg Sabin offered to build a Harrier simulator to include VR. Chairman Tom Braaten brought up concern that with the simulator and limited hours of summer camp that not every camper would

have an opportunity to experience.

- Georges LeBlanc mentioned going to Cherry Point and using the Harrier simulators. After much discussion, Mary Beth Fennell suggested the Education Committee meet to discuss new camp curriculum and possibility of purchasing simulators.

C. 2023 Gala - February 24, 2023

- Chairman Tom Braaten did speak to Shawn Harris, 5 State Helicopter, but still no firm answer on being the speaker. Mark Meno was given approval by FRCE legal counsel, so he is a good possibility.
- **Mary Beth made a motion to not exceed \$3,000 for the marketing budget for the Gala. With no discussion, the motion carried unanimously.**

D. Community Events

- Chairman Tom Braaten stated the Chili Festival went well. Several Board members thought our location was not the best for folks to find the ECAHF booth.
- Tim Clark made a recommendation to have an aircraft photo board for an attraction to use at all the ECAHF events.
- Pam Holder stated she did recommend on the after-Chili Fest Survey to locate the ECAHF booth in a different site location.
- Chairman Tom Braaten stated there was a good turnout for the National Night Out.
- Tim Clark mentioned the K-9 police dogs were a good attraction for the kids during the Chili Festival. Pam Holder stated might be good for some events but not the camp because it is STEM focused.

3. **NEW BUSINESS**

- The next meeting is scheduled for Friday, 11 November 2022. The TEC will be closed on Friday, 11 November in observance of Veteran’s Day. **Mary Beth made a motion to move the meeting date to Friday, 4 November 2022. With no discussion, the motion carried unanimously.**

V. **MEMBER COMMENTS**

Jimmie Green stated the Carteret County Veterans Day Parade is canceled for this year.

The next Board meeting is scheduled for November 4, 2022 at 8:30 a.m.

VI. **ADJOURNMENT**

With no additional business to discuss, meeting adjourned at 10:00.

Date approved: _____
Tom Braaten, Chairman

Attest: _____
Michelle Burgess, City of Havelock Staff