



Eastern Carolina Aviation Heritage Foundation  
Board of Directors (BOD) Meeting  
Friday, December 9, 2022

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

**MEMBERS ABSENT:** Dr. Bill Fortney, John Langdon, Mayor Will Lewis, Ray Dunn, 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, December 9, 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 November 4, 2022 Board of Directors meeting. The motion carried unanimously.

IV. REGULAR AGENDA ITEMS

1. COMMITTEE REPORTS

A. Aircraft Curator Report

- Richard Hazlett reported work continues on the H46.
- A6 is in line to be painted but waiting on approval from Pensacola.

**B. Exhibit Report**

- Richard Hazlett stated work continues preserving the items donated.

**C. Budget Report**

- Pam Holder provided the December 2022 budget report, which reflects an available balance of \$138,632.34. Jimmie Green made a motion to accept the December 2022 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>December 2, 2022</b>			
<b>Revenues:</b>			
Contributions		\$	966.25
2022 Gala Fundraiser			466.25
2022 Fly-In			600.00
Dues/Membership			325.00
2022 Summer Camp Dues			75.00
Sales of Items			130.00
		Revenue Subtotal	<u>\$ 2,562.50</u>
<b>Expenses:</b>			
2022 Gala			
2022 Fly-In			(230.57)
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	<u>\$ (5,678.05)</u>
<b>Current FY Balance</b>			<u>\$ (3,115.55)</u>
<b>Carry-Over (FY 2022)</b>			<u>\$141,747.89</u>
<b>Available Balance</b>			<u>\$ 138,632.34</u>

**D. Education Committee Report**

- Mary Beth Fennell reported on the ECAHF Education Committee Meeting report. Theme ideas for a 3-year cycle, to include Safety segments each year, are:
  - Year 1: Space and Rockets
  - Year 2: Jets
  - Year 3: Helicopters
- Two ideas came from the meeting discussion on how to encourage diverse groups of students to attend the camp which the education committee plans to pursue:
  - Reach out to the Boys and Girls Club
  - Offer 1 scholarship to each of the Elementary Schools in Havelock

- All agreed the simulators should be kept with the additional discussion on adding a third simulator configured as a Harrier. Teachers felt strongly the additional “real life” version would be excellent.
- All agreed the Fab Lab should be kept and specifically built into the curriculum. Additionally, adding on Oculus would be beneficial.
- Three teachers have agreed to participate. The next education committee meeting is scheduled for 16<sup>th</sup> January 2023.
- Pam stated open registration for Summer Camp is scheduled for 1 February 2023.

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

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

## 2. OLD BUSINESS

### A. **Armistead Property Funds – Ideas**

- Water Jet ordered. The City of Havelock is going to give the Water Jet to NC State.
- Pam Holder stated discussions with Dr. Bill Fortney have started regarding NC State developing a safety video.

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

- Mark Meno will be the speaker for the 2023 Gala.
- The title is “*Eastern NC’s Best Kept Secret: Explore the Past, Present, and Future of FRC East*”.
- Pam Holder reported on the 2023 ECAHF Gala Sponsors.
  - Title Sponsors 3
  - Gold Sponsors 1
  - Silver Sponsors 1
  - Table Sponsors 10
- ABC Signs has the Flyer and Sponsorship packet to finalize
- Three coin proofs were presented. The cost for 100 coins is \$439.00. **Adam Persky made a motion to authorize spending \$439.00 to purchase 100 membership coins. With no discussion, the motion carried unanimously.**
- Tom Braaten stated the recommendation from the Development Committee for the coin is Proof 1. **With no discussion, the motion from the Development Committee for Proof 1 carried unanimously.**
- There are two catering quotes and three declines. The Flame has the lowest bid and have always done a great job for the Gala. **Jimmie Green made a motion to go with The Flame for catering the 2023 Gala. With no discussion, the motion carried unanimously.**

### C. **Website Analytics**

- Pam Holder presented the website statistics.

3. NEW BUSINESS

- Pam Holder stated the invoice for the New Bern Web Design, LLC is \$708.00. Commissioner Brenda Wilson made a motion to approve \$708.00 to renew annual support from New Bern Web Design, LLC. With no discussion, the motion carried unanimously.

V. MEMBER COMMENTS

Tom Braaten encouraged everyone to call the potential sponsors on their lists. Now is the time to spread the word about the Gala.

The next Board meeting is scheduled for **January 13, 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 9:20. The motion passed unanimously.

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

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

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

Michelle Burgess, City of Havelock Staff