



## **SPLKA Board of Directors Meeting Minutes**

**July 11, 2015 9:30 AM**

**“The mission of SPLKA is to preserve, promote, educate the public, and to make our lighthouses accessible to all.”**

### **Call to Order/Establish a Quorum:**

A meeting of the Board of Directors for the Sable Point Lighthouse Keepers' Association was held on July 11, 2015 at 9:30 a.m. in the Ludington Arts Center, Ludington, Michigan. The President, Lenore Janman, called the meeting to order. The following Board members were present: Lenore Janman, Sue Ann Schnitker, Sheila Meeusen, Doug Buikema, Roger Pashby, and John Truxell. Board members absent were: Bob Baltzer. Staff members present were: Executive Director Peter Manting, Shirley Mitchell, and WRLS Curator Matt Varnum. Guest: Connie Tewes.

### **Pledge of Allegiance:**

All of those present stood and recited the pledge of allegiance.

### **Approval of Minutes of Board Meeting of May 30, 2015**

Peter Manting submitted a change on page 5, paragraph 3, sentence 3, under “Other Items” to read as follows: “There are no plans for installing heating or air conditioning but the total cost of this project, including a new roof, will be about \$13,000.

Minutes were accepted as corrected.

### **Audience Comments/Correspondence:**

Peter Manting submitted an invitation from the National Lighthouse Museum in New York for its 5<sup>th</sup> Annual Light Keeper's Gala to be held on August 7, 2015.

### **Connie Tewes: Form 990 and Financial Statements:**

Connie Tewes explained our Form 990 and our financial statements for 2014. Board members were given copies prior to this meeting. Connie fielded questions from various board members and made needed corrections. The board expressed their thanks and appreciation for the work that is needed to prepare these statements. The 2014 Form 990 will be posted on our web site in the near future.

### **Committee of the Whole: Strategic Plan Discussion:**

Lenore Janman discussed our current Mission Statement and asked if we needed to make any changes to keep it in line with our new Strategic Plans and Goals. Board members will review and discuss at our next meeting.

### **Reports:**

- Executive Director's Report

Peter Manting reported that the staff got a chance to work at the LNBL during the first week of June as we were short of volunteers that week. Also, during the month of June, Terry Pepper, executive director of GLKLA, gave an excellent multimedia presentation on Fresnel and the Fresnel lens.

Peter also reported the following:

- His attendance at the Michigan Lighthouse Festival in St. Ignace. Organizers are working with the Ludington Chamber of Commerce to bring this festival to Ludington in 2017.
- On June 13, our Association dedicated our first 150 engraved trexboards at BSP. June 13 was also our first bus day this season. Gary and Sue Ann Schnitker catered food at the dedication. About 75 people were in attendance.
- A bus day was also held on June 27. Four more bus days have been scheduled, 2 in July, and 2 in August.
- Our "Summer at the Lights 2015" brochure has been completed and distributed to area chamber offices and is available at all of our lights. This brochure highlights each lighthouse with a little history of the light and lists the events scheduled at each light this summer. These lighthouses guides have been very well received by our guests.
- The June newsletter was mailed to membership. The new format of the newsletter has been well received. We will be publishing another one in the late fall.
- Peter and Matt Varnum provided a booth at the Taste of White Lake Festival.
- Our new shipment of activity booklets have arrived and have been distributed to all our lights. Sponsors provided enough donations for a printing of 10,000 booklets.
- A donation was received from the Delta Foundation.
- The State DNR has reimbursed us for the lens cleaning at LSP.

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- The Jeffers Foundation will be coming to Michigan in September.
- On July 8, LSP had its first “Night at the Lights” program with Entertainer Eric Engblade with approximately 100 people in attendance. LSP is open for climbing during these events.
- Issuing various press releases advertising our events at all our lights.
- Working on grant opportunities, including the National Maritime Grant.
- Peter will be volunteering at LSP as a keeper during the week of August 10-16.
- LNB has a broken toilet. Temporary facilities have been installed.
- Friends of White River have their Annual Meeting on August 5 from 6 to 8 p.m.
- SPLKA obtained two bids for a sump pump system at WRLS.
- A professional landscaper has been hired to draw up a plan for landscaping work at WRLS.
- SPLKA has 398 active members for 2015. This number does not include the lifetime memberships.
- Peter met with the Heritage Foundation to review grant opportunities.
- Attended “Friday Night Live” in Ludington on July 10. Staff member Cherie Hockenberger played the bag pipes as part of the entertainment. Staff member Jim Hardie constructed a replica of LNB light for a children’s game of bean bags. Lenore Janman and Sue Ann and Gary Schnitker attended our booth at this event.
- New signs have been posted at LSP and LNB lights.

- Treasurer’s Report

Shirley Mitchell reported that our income is up 21% so far this year. Board members were given copies prior to this meeting. Board members expressed thanks to staff for their hard work on these reports. Treasurer’s Report was accepted as presented.

- Officers’ Reports

President Lenore Janman reported that Jim Hardie made a replica of BSP for tracking our fundraising for our capital campaign. It may be placed in the gift shop at BSP for our fundraising campaign and also will be part of our annual meeting program in September.

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Board members complimented Jim for his excellent work on this and other projects for SPLKA.

Lenore also reported that the SPLKA booth on July 10 was organized by Jim Hardie and Sue Ann Schnitker. Jim Hardie made a bean bag game using a replica of the Breakwater light for children to play at Friday Night Live.

- Committee Reports (including Standing and Ad Hoc Committees)

Annual meeting—Lenore Janman reported invitations for our September 11 meeting are being printed. Cost is \$30 per person. There will be a sit-down dinner, cash bar, and Cherie Hockenberger has volunteered to play the piano during dinner. There will be no silent auction this year, but the committee is working on possibly auctioning off some unique lighthouse items.

Lenore reminded those on the Staff Retention Committee of an October 1 deadline.

### **Old Business of Board:**

- It is the Recommendation of the Bylaws Revision Committee that the Board approve the changes to the Sable Points Lighthouse Keepers Association Board of Directors' Bylaws.

Doug Buikema made a motion to accept; John Truxell seconded. Motion carried unanimously. Lenore reminded Board members that she will be sending a revised copy of the bylaws via email for inclusion in our records.

### **New Business of Board:**

- It is the Recommendation of the Board President to approve the SPLKA Strategic Plan Goals and Objectives for 2015-2020.

John Truxell made a motion to accept; Roger Pashby seconded. Motion passed unanimously.

- It is the Recommendation of the Finance Committee to approve the 2014 Form 990.

Roger Pashby made a motion to accept; Sue Ann Schnitker seconded. Motion passed unanimously.

- It is the Recommendation of John Truxell to approve the renovation of the workshop/garage of WRLS for an approximately cost of \$13,000.

John Truxell made a motion to accept; Doug Buikema seconded. Motion passed unanimously.

**Discussion Topics:**

- Keepers' Walkway at Big Sable Point

Lenore Janman suggested that part of the new walkway should include trexboards with the names of original keepers and the dates that they served at BSP. Lenore urged board members to purchase boards for a keeper as part of their legacy. Lenore reminded board members that \$65 is tax deductible when purchasing a board. Lenore also reported that the dedication held on June 13 was nice.

- Action Items:

Lenore Janman reported that the application for WRLS to be placed on the National Registry is in progress. Lenore turned over her narratives and photographs to Peter for our staff to complete and send in to the proper agency.

Peter Manting reported that the flag pole at BSP has been extended.

Roger Pashby reported that Tour 8 at BSP has completed the following projects: the front porch and steps painted, side entrance doorway steps painted, lighthouse display painted, outhouse fence and facility painted, Coast Guard door steps painted, and east bedroom ceiling painted and shower and sink have been caulked. It should be noted that Roger has been working at BSP as part of Tour 8.

Roger also reported that a new light has been installed at BSP.

- Other Items:

**Our next business meeting will be August 22, 2015.**

**Adjourn:**

John Truxell moved to adjourn; Doug Buikema seconded.--Meeting adjourned at 11:20 a.m.

Respectfully submitted,

Sheila Meeusen