



SPLKA Board of Directors Meeting Minutes

May 30, 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 May 30, 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, Bob Baltzer, Sue Ann Schnitker, Sheila Meeusen, Doug Buikema, Roger Pashby, and John Truxell. Staff members present: Executive Director Peter Manting.

Pledge of Allegiance:

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

Approval of Minutes of Board Meeting of March 28, 2015 and Special Board Meeting Minutes of April 25, 2015:

Bob Baltzer submitted two changes: on page 3, 4th paragraph, 1st sentence, adds "Fruitland Township Supervisor" after Sam's name; on page 5, 1st paragraph, 2nd sentence, add "Historic Structure Report" before the word "project." The March minutes were accepted as corrected.

The April minutes were accepted as presented.

Audience Comments/Correspondence:

Peter submitted correspondence from a volunteer keeper concerning tower tour rates. Peter also submitted a note from a 6th grade teacher about his class's great learning experience at BSP.

Committee of the Whole: Strategic Plan Discussion:

Lenore Janman led the Board discussion through our revised plan goals and objectives for 2015-2020. Each goal as well as the objectives under each goal was discussed and edited. Each Board member then selected a goal committee on which to serve. Lenore will send out the revised list to Board members for discussion at our July 11, 2015 meeting.

Reports:

- Executive Director's Report

Peter Manting reported that he met with Charlotte at Silver Lake State Park at which time he introduced our new staff, he was successful in getting better placement of our information/welcome sign and permission to fly an American flag, and discussed with her our Night at the Lights series which will be held on Wednesday nights at LSP. The Seekers will man the light from 5:00 to 8:00 on Wednesday nights. The Seekers also donated \$750.00 to have our activity booklets reprinted.

Peter also reported that:

- The new keeper training held on April 24, 2015 was well attended;
- New chalkboard signs have been erected at LNBL and LSP;
- Signs for our bus events have been redone;
- State of Michigan was unsuccessful in their bid for grant money from the National Maritime Heritage Grant program;
- Kurt Fosberg was here on May 12 and 13 to clean and stabilize the lens at LSP. The state will reimburse us for the cost of \$2,499.00;
- Grants received include \$1,250.00 from Mason County Community Foundation, \$250.00 from Oxy Chemical for reprinting of our activity books (10,000 to be printed this year);
- We have an increase of 67 memberships this year;
- Grants received include \$1,500.00 and \$250.00 from the Oceana Community Foundation, \$500.00 from West Shore Bank, \$1,000.00 from Sanders and Czapski for expenses incurred at our Night at the Lights program;
- New carpeting has been installed in the BSP residence;
- Representatives from the Jeffers Foundation will be visiting our lights in June to discuss possible funding for an HSR for BSP;
- Debbie has been working about three hours on three days a week. She is continuing her radiation and chemo treatments.

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- The LiveWell Lighthouse Challenge is kicking off on May 30, 2015 at 2:00 p.m. This is a joint effort with SPLKA, the DNR, and the Mason County Health Department. The challenge is to see all four lighthouses and either have your picture taken at each light or have your all access pass stamped at all four lights before June 30, 2015. Entries must be submitted to the Health Department who will determine the winner of a two-night stay at BSP.
- On June 6, SPLKA is hosting an event along with the Ludington Arts Center and Maritime Museum. Terry Pepper will be giving his presentation "Jewel in the Sand" at 7:00 p.m. in the arts center.
- New visual displays have been installed at LNBL with the help of Dennis Osborne, a local volunteer;
- Internet service has been installed at both the Breakwater and Little Sable residences;
- Channel 9/10 news aired a story on May 12 on why BSP should be on your bucket list;
- Our next newsletter will be sent out in June;
- Kara Okoneski, our new intern, started on May 18 and will be with us until August 10. She is from Central Michigan University and will be working at both the Breakwater and White River lights;
- On May 28, Peter attended a meeting of the Friends of White River who donated \$400.00 towards the reprinting of our activity books;
- On June 11 and 12, Peter will be attending the first annual Michigan Lighthouse Festival in St Ignace, Michigan along with Volunteer Grace Truman;
- In the first issue of the PLUS Magazine, an article on LSP was included.

- Treasurer's Report

Doug Buikema reported SPLKA assets were \$206,742.63 as of May 24, 2015. Board members expressed their desire to have a monthly report as well. Doug also reported that funds from the Delta Foundation should be coming in June, 2015. The Treasurer's report was accepted as presented.

- Officers' Reports

President Lenore Janman reported that thank you letters are again going out this year to keepers at the end of their tours.

- Committee Reports (including Standing and Ad Hoc Committees)

Lenore Janman reported for the Annual Meeting Committee that the date of September 11, 2015 has been confirmed at the Lincoln Country Golf Club, Ludington, Michigan. The speaker will be Kurt Lindquist with the menu and price still to be determined. There will be no silent auction this year, but special items may be available for auction. Social time will be from 5:30 to 6:00 pm.

Old Business of Board:

- Operations Manual

Peter Manting reported that these manuals have been completed. There is one manual for each light and one for each residence. The Board expressed much appreciation and many thanks to staff for the completion of this project as this has been an ongoing project for several years!

New Business of Board:

- First Reading of Proposed Revisions to the SPLKA By-laws

On behalf of the By-Laws Committee, Roger Pashby explained changes and additions made to our By-laws. Board members received a copy of these changes prior to this meeting. Board members discussed and Lenore will send out an updated version before our next meeting on July 11, 2015.

Discussion Topics:

- National Maritime Foundation Grant

John Truxell made a motion to authorize Peter Manting to pursue a National Maritime Foundation grant for tower repair of \$50,000. This grant is due August 15. Roger Pashby seconded the motion. Motion passed unanimously.

- Form 990

Lenore Janman informed Board members that our CPA got an extension to file this document by June 30, 2015. This document is actually due on May 15, 2015. Board members discussed the need to file this document on time and that our CPA needs to be informed that we want it filed on time in the coming years. Lenore also requested that the Finance Committee meet and review the form before it is submitted.

- Dedication of Trex board Walkway at BSP

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Lenore Janman gave Board members a copy of the program on June 13. Sue Ann is in charge of refreshments, the program will be 30 min or less. Peter is taking care of media contacts. Board members were urged to attend.

- Action Items:

Bob Baltzer reported. Board members received a copy of the list prior to this meeting.

- Other Items:

Board members discussed the need to inform volunteers and keepers that if they are not doing their job, staff needs to let Peter know and let volunteers know in writing after their tour is over.

By common consensus, Board members directed Peter Manting to direct any funds received from the Delta Foundation toward our capital fund campaign.

John Truxell updated the Board on WRLS. The Friends of White River voted to update the building by raising the building a couple of feet, installing a new concrete floor which will act as a floating foundation, refinishing the existing wood floor, rebuilding doors and windows, installing electricity in building, ultimately having a multimedia center and storage area for artifacts. 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. These plans still need to be approved by Fruitland Township.

Lenore Janman reported that new Board members have not been given keys and that BSP has been rekeyed. The two Board members still having keys will turn them in.

Our next business meeting is **July 11, 2015**.

Adjourn:

Sue Ann Schnitker moved to adjourn, John.Truxell seconded. Meeting adjourned at 12:35 p.m.

Respectfully submitted,

Sheila Meeusen