



SPLKA Board of Directors Meeting Agenda

April 18, 2024 9:30am

SPLKA In-person & Virtual Meeting

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

1. Call to Order/Establish a Quorum (AI)

- a. Present: Bobbi Rymer, Larry Stultz, Jack Greve, Carol Cooper, Mark Hallenbeck, Al Cocconi, Nic Amicone, Rob Vensas, and Sue Land.
- b. Called to order a 9:34 a.m.

2. Pledge of Allegiance (AI)

- a. Led by AI

3. Audience Comments/Correspondence (Jack)

- a. News outlets that are reaching out to us. Jack has done some press.

4. Consent Agenda

a. Approval of meeting minutes - March 2024 (AI)

- i. Motion to accept the minutes was made by Nic and seconded by Larry. The motion passed unanimously.

b. Treasurers Report (William)

- i. AI made the report in William's absence.
- ii. Everything looks good.
- iii. Jack is ready for the season to open. Wants to make an additional \$60,000 withdrawal from our accounts to carry us until the season opens.

c. Staff Reports: (Jack)

-Executive Director

- i. He has attended several meetings.
- ii. Met with the Ludington Daily News on 4/11/24. He is looking for testimonials about keeper experiences at the lights for both NLBL and

LSP. The testimonial should be roughly 500 words or less. Send it to Emily or Jack and they will forward it to the paper.

iii. April 29 there is a potluck for the Seekers.

iv. Working on White River on updates to make the facility welcoming to volunteer keepers.

v. The annual meeting will be held at the Hart Historic District. The venue is large, as he is trying to increase numbers. It will be held August 17 following the celebration at LSP.

vi. The April 29th staff outing may have to be rescheduled, but will be held before the start of the season.

vii. The video for LNBL is in progress and cost \$5,000. The new vendor has provided a first draft, which is superior to the video from the first vendor. Jack is still looking for suggestions for edits.

viii. US Lighthouse Society is listing us on their website now and provided some new information.

-Marketing

i. A lot of the merchandise is in and being sorted for distribution to the lights. She is already ordering more anniversary shirts.

-Operations

i. She has been working on the annual volunteer training which is being conducted today.

ii. She is also working on a volunteer fair. It is a bigger project than she initially thought, but it will hopefully yield new volunteers for the organization.

-Maintenance

i. The mural has been moved.

ii. Stairs at WRLS have been repaired.

iii. The boring is done at LSP. Panel diagram is at the State for approval. Installation of electric and internet may not be completed by May 21.

Red tape is slowing things down. Al asked if we could contact a person to expedite the process.

-Site Manager

i. Sara is working out well and is helping others with projects.

a. Presidents Report

- a. Al noticed that we were not listed on the U.S. Lighthouse Society website. He brought it to Jack's attention, and we are now listed on the website.
- b. He is reaching out to Kasey Jones for airtime. The conversation with MLive was successful.
- c. Delegation of responsibilities needs to be a priority. Board members need to help with some of the responsibilities currently on Jack's plate. Bobbi and Nic might be able to help with auction items for the Blessing of the Boats.

b. Vice President Report

- a. Given under Education

Finance – March 28 meeting minutes b. Education – Meeting scheduled for April 25

- i. The Legacy Society needs promotion. Perhaps info can be available at the Blessing of the Boats.
- ii. We need to pursue more articles from media outlets to help with loss of revenue due to the park closure.
- iii. Talked a lot about donations and how to raise money and who we might be able to reach out to.
- iv. Appeal to the Network for Good for painting of LNBL. There are matching grants available. Need to start that fundraising appeal due to anniversary year.
- iv. See minutes

c. Education

- a. Committee met and focused on updates and protocols for field trips
- b. Breakwater video
- c. Publicizing the lesson plans and field trip protocols.
 - i. Need to define a program for LNBL before promoting it for fieldtrips. We need to gather materials for student involvement. This is a next year item at the earliest.

- ii. The state park is giving LSP parameters for trips out to the light. Road access is an issue. Jack is working to keep it accessible to field trips. We can still advertise it, but we need to look for additional resources.
 - iii. The committee could help with writing grants to for educational materials and the traveling trunk.
 - d. Fact sheets for the volunteers.
 - e. Ludington Daily News supplement
- d. Archive –**
 - a. Not much is going on right now.
 - b. Looking for items for videos
 - c. Volunteers might be used to help with photographing and cataloging the archives.
- e. Personnel**
 - i. The committee is still researching training programs for Jack.
- e. Outreach –**
 - i. A small list of volunteers has volunteered to hand out rack cards
 - ii. Larry met with a rotary club.

6. Unfinished Business

a. Ludington State Park Update

- i. No contractor has been hired for the project at this time. The state is using a middleman to subcontract work. The ARPA funds must be allocated by September and spent by 2026. Nic commented that he would be surprised if the park closes in September given the delay in identifying a contractor.
- ii. \$20,000 has been given by the state to assist with road maintenance. The first invoice has been sent to them.

b. Manistee Lighthouse Update

- i. There are no updates. A review of the master plan for the site is needed and a lease agreement has not been presented.
- ii. The Historical Society has informed the city of their intent to back out of their lease agreement.
- iii. June 1st date is a soft date for having things in place.

c. Sable Point Lighthouse – 95% HSR Completed

- i. If the board has any comments, shoot them over to Jack and he will relay to SHPPO.
- ii. The quarterly report has been submitted to MLAP

d. Fruitland Township – ARPA Funds

- i. We were not on the agenda for either of the proposals that we submitted. Jack has reached out to find out why. He is still working on getting funds from them.
- ii. We will be part of the Senior Village voucher program and will do cross promotion with them.

7. New Business:

a. Little Sable Point – Lease Addendum

- i. DNR has provided a lease addendum limiting buses to two at a time and time frames for field trips. Jack has no issues with the parameters. The May 2nd meeting may address the issue of tour buses. We can advertise what we can do. Typically, they only man the gate on weekends.

b. Blessing of the Boats Raffle License – June 8

- i. Nic moved that the association authorize Jack to apply for the appropriate licensing to conduct a raffle at the Blessing of the Boats. Larry seconded the motion. The motion passed unanimously.
- ii. Unique opportunity to begin fundraising for the painting of the light. Jack suggested that the VIP seating profits go toward painting the light. Susan expressed concern about allocating funds to anything but the offset of costs for the closure of BSP. Nic suggested that anything over \$10,000 go toward painting. Al thinks that the people of Ludington may be willing to donate to painting the light and that it be a separate fundraising issue. Jack talked about metaphorically selling a gallon of paint for a fundraiser. Rob supported that idea. Jack doesn't want to put donation plaques up.
- iii. Jack met with Patrick O'Hare about creating a Friends of the City Parks group. Jack would like to see a play structure replica in the park where plaques could go. There is a concern that that organization could siphon off funds that we are dependent on. Jack shared that he initially had the same concern, but his

concerns were overcome. He sees it as something that could help draw more people in.

c. 2023 Financial Audit – May 13

i. Jack has talked to Sara at North Michigan CPA regarding an audit. Jack has not received an estimate. It is a part of the by-laws.

d. White River

i. Larry congratulated the staff on their efforts to get the season started.

ii. Larry is concerned about the bathtub there being an issue for our older volunteers. Jack asked about the railing, but Larry didn't feel it was enough. Erika and Mark agreed that safety is an issue. We would need township approval to remove the tub, and we should check with SHPPO. Nic says a shower stall is not a problem, but he doesn't think that there is time to do it this season. Jack feels that there are adequate safety measures in place for this season. He does not want to use the basement shower if we don't have to due to the proximity of archives.

e. Liquor License for the Annual Meeting

- i. Nic doesn't think it's worth the effort. He also pointed out that we would need an additional rider for our insurance.
- ii. We could hire a caterer with a license and that would cover us.
- iii. We could look for table sponsorships, but if we do that Jack feels that the cost of a sponsorship needs to be increased. We need to do things to generate more attendance. Al would like to see if we can keep it free.
- iv. A straw poll of the members in attendance was evenly divided.
- v. Nic moved to table decision until next month until we have information regarding the cost associated with hiring a caterer with a liquor license. Rob seconded the motion. The motion passed unanimously.
- vi. Bobbi asked that we include appetizers in the estimate.

9. Open discussion

i. Nic asked if we are planning to open LNBL the evening of the Blessing of the Boats. Jack says that the pierhead will be closed that night.

ii. Mark asked if we have a photographer lined up for the Blessing of the Boats. Other partners have photographers lined up and Jack feels we will get the documentation we need.

iii. Monday – Erika and Jack will be going to the Women of White Lake meeting and will be participating in an effort to be identified as the recipient in a fundraising effort there.

10. Motion to adjourn

- a. The motion to adjourn was made by Susan and seconded by Nic. The meeting was adjourned at 11:25 a.m.

Next scheduled Board Meeting May 16, 2024, at 9:30 am, Zoom and in the office.