

OUTER BANKS LIGHTHOUSE SOCIETY (OBLHS) BOARD

Twenty-third Annual Meeting

Saturday, May 5, 2018

**Coastal Studies Institute
Wanchese, North Carolina**

Draft July 2018

Board members who were present:

Diana Chappell, Robert DaVia, Nicole DaVia, John Havel, Cyndy Holda, Gayle Keresey, Richard Meissner, Judy Moon, Bett Padgett, Bill Padgett, Bruce Roberts, Cheryl Shelton-Roberts, Marjorie Spruill, Kelly Waller, and Doug Stover

No Board members were absent. Jami Lanier of the Cape Hatteras National Seashore joined us during the morning part of our meeting. And Honorary Board Member and former secretary, Mabry O'Donnell, attended the afternoon session.

President Richard Meissner **called the meeting to order at 9:49 a.m.** In such a beautiful facility as the Coastal Studies Institute (CSI) in Wanchese, North Carolina, many Board of Directors (BOD) wanted to stroll the halls and look at the interesting exhibits. The president patiently waited for everyone to settle down and begin the meeting.

Richard led the thanks offered Cyndy Holda for arranging our Board meeting at the CSI and at no charge. The setting amidst salt marshes and wildlife complemented by the light and airy room helped encourage participation from all members for the entire meeting. Richard also expressed our collective gratitude for our pre-meeting social the evening before hosted by our retired secretaries, Drs. Jim and Mabry O'Donnell. Further thanks were expressed to our vice president, Diana Chappell, for providing organized folders placed at each Board member's seat filled with committee reports and last year's minutes to help make it as productive a meeting as possible.

Roll call was performed by circulating a list of Board members with their home addresses, e-mail addresses, and phone numbers during the meeting for verification and necessary corrections. An updated version of this list has been sent to all Board members via email; additionally, the secretary is required to send updated versions of this document via e-mail each time there is a change.

Doug Stover moved and Gayle Keresey seconded to **approve the 2017 OBLHS Board minutes** as presented. This passed by unanimous voice approval.

Doug Stover received an **Inspector's efficiency red star pin** in accordance with the 1912 U.S. Bureau of Lighthouses system. We thank Diana for keeping track of these awards and presenting them.

Cape Hatteras National Seashore Update: Jamie P. Lanier

Cultural Resource Manager, Jamie Lanier, attended the Board meeting to give us updates on planned repairs at Bodie Island, Cape Hatteras Lighthouses, Ocracoke, and Cape Lookout Lighthouses. A summary for **Bodie Island Lighthouse** repair work includes strengthening of the existing stair flights, stair treads, and landings:

- An engineering study conducted in 2016 was prepared by Bennett Preservation Engineering of Charleston, South Carolina, based on recommendations by Joseph K. Oppermann, architectural historian/planner of Winston-Salem to determine the allowable load each step or flight can hold.
- Each flight tested safe for one (1) person weighing 280 pounds.
- Each landing tested safe for eight (8) people.
- The test results called for the National Park Service (NPS or the Park) to reduce visitors to one climber per flight and eight people per landing, which hasn't been well accepted by visitors.
- In order to increase the number of climbers, up to twelve people per flight—about ten times more climbers than at present as pointed out by Bill Padgett, the study recommended reinforcement of the stair system. The project, estimated at \$1 to 2 million—yet to be funded—would be in compliance with the State Historic Preservation Office, which has already approved of the plan, would include steel points under each stair tread, support brackets between each stinger on each flight (the part at the end of each stair that supports the flight but are not connected to the tower's walls now so they essentially "float" but will be connected to brick after repairs), and installing an additional beam under each landing in the lighthouse. Much of the cost is involved with these additional landing beams.
- This is scheduled for the FY 2021 and Ms. Lanier suggested that OBLHS discuss the possibility that it apply for a grant to help fund the repairs. At the time of this meeting there was nothing "in the system" for the Bodie Island stairs.

A summary for repairs at Cape Hatteras Lighthouse:

- Three (3) Historic Structure Reports have been completed that detail needed and desired parts of a rehabilitation project at the lighthouse.
- \$8 million dollars would take care of stairs and other ironwork. An additional \$2-to-\$4 million is needed to complete the project in its entirety. Planned are upgrades to the oil house including a replica door (due to expense it would have to be wood, not like the original [likely although not originally documented] metal door) and new windows that are currently boarded up (approximately \$50-to-\$75 thousand for this part). The goal is for the oil house to look as good as the lighthouse; moreover, it is heavily used for visitors' orientation before climbing and interpretation for other visitors. Doug Stover and John Havel\ worked with Ms. Lanier on the start to a grant for partial funding, but it was not completed due

to the time-restricted deadline. The rest of the funds totaling up to \$12 million would add missing character-defining features as researched and presented to the Park by Board member John Havel. These details include replica window pediments, an iron fence around the lighthouse's perimeter, and interior doors, and, possibly, a replica Fresnel lens. The Board appreciates John's endeavors to help define this project's goals.

- There are over 400 National Park sites, and the Park must compete for funds. Currently, of the 138 Cape Hatteras National Seashore projects "in the system right now," this is the Park's top priority. The project has been reviewed at the Washington level, and the Park is confident funding will happen. The extensive work would require closing the lighthouse for two years. Funds have been requested in Congress for FY 2021 (NPS FY begins October 2020 through September 2021 with notification of proposed funding in winter/spring 2021).

Note: OBLHS expressed concern and encouragement that Bodie Island be repaired first so it can remain open to climbers while Cape Hatteras is closed for an extended time.

A summary of repairs at **Cape Lookout Lighthouse** (this light station is overseen by the Cape Hatteras National Seashore administration):

- A rehabilitation project for FY 2022 is planned for stairs and ironwork.
- The project is estimated at \$8 million and has been reviewed at the Washington level. The Park is hopeful for back-to-back funding for this lighthouse and Cape Hatteras. Ms. Lanier ventured to state that she feels confident the funding will be granted at the federal level.

Summary of repairs at **Ocracoke Lighthouse**:

- Mildew is growing on the exterior, so that will be cleaned.
- Sometime during the 1950s, a wet mix of concrete or mortar called "shotcrete/gunite" was applied with an approximate three-quarters-inch thickness. Part of it has fallen away. Since the exterior coating doesn't allow the brick to breathe, which causes deterioration, its removal is advised by Mr. Oppermann. The Park plans to replace it with a lime/mortar mix.
- Cleaning of exterior mildew is a short-term project while the exterior coating replacement is a long-term project for the foreseeable future as this, too, will be an expensive job according to Mr. Oppermann.

Note: **Historic Structure Reports** have been created for Ocracoke Light Station, Cape Hatteras Lighthouse, and the Cape Hatteras oil house. The two structure studies for Cape Hatteras will prove valuable when scope of work is planned.

Ms. Lanier reported 26,000 climbers (a rounded number) at Bodie Island in 2017—in spite of the limited numbers of climbers—at \$10 per adult climber/\$5 senior, and 89,000 (also a rounded number) at Cape Hatteras at an average of \$8 per adult climber/\$4 senior. Cyndy pointed out that the fee is higher at Bodie Island.

Bill Padgett further pointed out the amount of Park income that is lost due to present climbing restrictions at Bodie Island. This is a major concern as to the impact on visitation, local economies, and discouragement of return visitors. Bill, who has done an earlier study on the economic impact of climbing fees at Cape Hatteras and some other climbable towers, said that he didn't figure in the economic impact of losing Bodie Island as a climbable tower. His thoughts were that the stairs' strength would be addressed in the 2009-2013 two-phased repair work executed there. He also didn't have the facts of the numbers climbing Bodie Island or the fee per climber. He offered to work with NC State's tourism department to readjust his economic model and present to the Park to show the money spent on repairs Cape Hatteras can be recovered in "a couple of years." Doug Stover stated that the State Historic Preservation Office limited the Park to the number of stairs that could be replaced due to the hesitation at the state level for 100% replacement of historic fabric like in the rare case done at Cape Hatteras.

It is hoped that brackets, one of which already has been designed, will be approved for Bodie Island stairs like those approved at Currituck Beach Lighthouse. Doug pointed out that there is a question about the external engineer's larger fee when compared to a more modest fee of the internal Park engineer, Nelson Pendleton. Doug also suggested, and Cyndy agreed, to make the stairs repairs at Bodie Island two phased: first, add support brackets and allow more climbers; then, later, install the expensive support beams at each landing. Bottom line, Ms. Lanier said she feels the biggest problem with any of these projects is funding.

Ms. Lanier closed with an explanation that the priorities of the Park include a balance between providing safe recreation for the public by allowing climbing while keeping the lighthouse(s) as authentic as possible.

NEXT STEPS:

–Bill will get Park figures and work with the NC State University's tourism department to generate a new economic model for earned fee income that will potentially pay for repairs at Cape Hatteras.

–Doug can check to see if the NPS engineer will look at the proposal cost from Mr. Oppermann and get a more modest estimate for stairs repairs at Bodie Island Lighthouse.

–Doug and Cyndy can explore available grants that can help ensure Bodie Island Lighthouse receives its repairs before Cape Hatteras Lighthouse closes to climbers and save the Park from losing income at both sites simultaneously while potentially discouraging visitors to come to the national seashore.

The **officer's reports** were presented using written and oral communication formats by the following well prepared Board members:

- **Donations:** Everyone

A. The Society received twenty-two Harbour Lights models. (Six have sold to date.) Although none are from North Carolina, they will serve well as auction items at our

annual event in the fall. OBLHS also received \$420 in donations from members; a total of \$733 for all donations that included donations from members who send in a little extra with their membership fees, Judy Moon reported.

- **Education Committee Report** by Gayle Keresey, chair

A. Gayle worked with John to complete an attractive Scout youth patch for an OBLHS Youth Patch Program. Instead of setting an age limit, it will be made available to any student anywhere who earns the patch by accomplishing seven of ten listed activities and mailed to Gayle for approval. A form letter will accompany the earned patch to each recipient. No patch will be awarded without receipt of satisfactory paperwork.

B. She reported that initially she would like to have 200 sew-on patches made for \$1.50 each. Total cost will be \$250 (plus N.C. tax if appropriate). Diana moved that Gayle be authorized to buy up to \$300 worth of product. John and Kelly seconded, and the project was accepted by unanimous voice approval. We applaud the efforts extended in accomplishing this project's progress to date.

C. Gayle also reported that the Education Committee was tasked with looking into the possibility of creating an educational Traveling Lighthouse Trunk for students. Due the administrative details involved, this idea was tabled for future consideration. Richard suggested that if someone asks OBLHS if we have an educational trunk to circulate to refer them to the National Park Service (NPS) at Cape Lookout.

NEXT STEPS:

–Gayle will order 200 Scout youth patches worth up to \$300 after John works with the manufacturer about the required vector art.

–Richard will give Gayle contact information for the person who administers the Cape Lookout educational trunk for future discussion with the Board.

–Relevant Board members will work with one another to make sure the OBLHS Youth Patch Program is advertised on our website, in the annual newsletter, on Facebook and other social media, and mentioned during school presentations and in communications with other lighthouses.

Note: The Board congratulated Gayle for having coordinated this fine project and for John's graphic artwork to create a beautiful patch design.

- **Fundraising Report:**

A. This report was covered in the Donations Report. But let it be noted that the following people volunteered for the fundraising committee: Doug, Cyndy, Nicole, and Bob.

NEXT STEP:

–The fundraising committee will coordinate ways to procure supportive income for the Society to carry out its projects.

- **Grant Committee Report** by Cyndy Holda, chair

A. For 2017, two applications were received but only one applicant completed all requirements.

1. Student Travel Grant: NC Coastal Pines Junior Girl Scout Troop 921 took a three day-weekend trip to study and climb Bodie Island, Cape Hatteras, and Currituck Beach Lighthouses and received the Lighthouse Learner's Grant for \$1,000. Cyndy reported that this grant was very successful and the group had a rewarding time.

B. There were no Student Travel Grant or Special Projects Applications received in 2017; additionally, there are no applications for 2018 to date.

C. Language will be added to online grant applications to stipulate that all required paperwork is due to be completed and mailed to the grant committee chair within three months after receiving the grant or by the end of the FY. Failure to meet this requirement disqualifies the recipient from applying for another grant the following year.

D. Photographs or drawings received from students related to a grant will be posted on the Society's website. Language will be added to the grant applications to give OBLHS permission to do so.

Note: Language will also be added to gain permission to publish submitted paperwork and photographs/drawings on Facebook and the OBLHS website if appropriate. Photographs of minors will not be included.

Cyndy expressed her appreciation to the former Grant Committee chair, Mabry O'Donnell, for making it a smooth transition as the new chair of the committee.

The Board is grateful to Cyndy for administering the grant process and for helping to guide applicants in creating their itinerary to visit North Carolina lighthouses.

NEXT STEPS:

–John has already added language to the online applications to reflect time-limited requirements to complete a grant and submit required paperwork. There was discussion about requiring that a grant be completed before payout.

–John will scan some drawings from the Junior Troop 921's grant submission to post.

- **The Keepers' Store Report** by Kelly Waller (July 1, 2017 - May 5, 2018)

A. Keepers' Weekend Sales were reported as:	\$ 328.00
Other Store Sales/Flyers:	\$ 236.00
Sales of Bound Newsletters:	\$ 100.00
Total Store Sales:	\$ 664.00
Total Inventory on Hand:	\$ 6,142.50

NEXT STEP:

–Kelly Waller will be ordering new polo and denim shirts and hats for the Keeper's Store. She has received requests for a faded denim style hat that can be ordered in colors.

Note: The Board expressed appreciation to Kelly for her persistent efficiency and willingness to haul around items for sale at or annual events from the Keeper's Store. Her trusty sidekick, Judy Moon, is also to be thanked.

- **Media Manager Report** by Bob DaVia

A. Facebook members took a big jump this year according to Bob DaVia. The Twitter account @OBLHS has been slower in growth. Bob asked for help in getting recognition on Twitter from any of the Board who uses it.

B. Judy pointed out that people who join the OBLHS Facebook page sometimes think they are actually members of the Society itself. She posts a message to correct this misinterpretation and encourage people to join by paying a membership fee by going to our website. She urges all of us to do this. Facebook is a good place to get information out to people.

<i>Social Media</i>	<i>2018⁷</i>	<i>2017⁶</i>	<i>2016⁵</i>	<i>2015⁴</i>	<i>2014³</i>	<i>2013²</i>	<i>2012¹</i>
FACEBOOK	2641	2,170	1,500	761	325	201	141
TWITTER	50	46	46	44	41	17	32

¹ As of May 16, 2012

² As of May 16, 2013

³ As of May 16, 2014

⁴ As of May 15, 2015

⁵ As of May 2, 2016

⁶ As of May 5, 2017

⁷ As of Apr. 29, 2018

Note: The Board thanked Bob for administering these sites and keeping track of their growth. We also thank Judy for helping to monitor the page as well. Good teamwork!

- **Membership Report** by Judy Moon, chair

A. Active Members:

2009---470	2014---389
2010---354	2015---333
2011---449	2016---212
2012---429	2017---222
2013---370	2018---190

B. Forty-five members have been lost due to various reasons, but thirteen new members joined since July 2017 to date.

C. As our membership ages and leaves our organization, social media is an important source of distributing educational information and encouraging interest in North Carolina lighthouses, part of the Society's Mission Statement. Judy and other board members also distribute brochures wherever requested.

D. Judy proposed to increase membership: she shared 'business cards' printed with her name and contact information on it for Board members to give out. The Cape Hatteras Campground puts one of the Society's brochures in the packet given every camper.

Note: Members are notified close to renewal date by postcard to compensate for lack of a renewal date that normally is received with a U.S. postal-mailed newsletter. At the end of the following month, if no reply has been received, she puts them on an "inactive" list. Soon thereafter, she sends a "We want you back" postcard.

Judy said that when members join online via Paypal that Diana forwards alerts of payments to her. The Board expressed gratitude for the fine job Judy Moon does to maintain the membership and thanks to Diana for fielding these messages.

It was noted that OBLHS has never conducted a membership drive. This needs consideration if we continue to rely on members and membership fees, and the subject was further discussed later in the meeting and actions planned.

NEXT STEP:

–John will put a question within the online membership application asking how the applicant heard about us in an initial attempt to track where our members come from. This question can be added to the brochure when it is reprinted, which Diana will tell Ralph Burroughs about. Ralph is currently our brochure prepress and print representative.

- **Lifetime Members – *16.**

Diana Chappell	David Fraley
John Gottshall	Kim Gottshall
John Howard, Jr.	Gayle Keresey
Lauren Liebrecht	Paula Liebrecht
Leah Loar-Mays	Richard Meissner
Jim O'Donnell	Mabry O'Donnell
Sarah M. Rankin	Judy Rosson
Kendra Sykes	Rebecca Taylor

Note: Lifetime member W.R. "Bill" Dowe asked to be removed from the membership roll. Jack Goodwin and Wendy Brewer are deceased.

- **OBLHS Newsletter Report** by editor, Cheryl Shelton-Roberts
 - A. During 2017, OBLHS had two jobs printed by Professional Printing Center.
 1. We printed 400 copies of the Fall Newsletter (twenty pages) and mailed 216 at a cost of \$1,004 + \$65.12 freight + \$77.58 postage + \$365 Mailing Service for a total of \$1,516.64.
 2. 225 each raffle letters, registration letters, return envelopes, large mailing envelopes:
copies: \$590 printing + \$13.79 freight + \$83.79 postage + \$372 mailing service for a

total of \$1,059.58.

3. Grand total for both invoices: \$2,576.22.

B. There is a continued effort to locate a less expensive printer that can take our digital files, layout, print, fold, collate, and allow us to use its nonprofit mailing permit.

C. The conversation continues about John working with Cheryl to create a color version of the annual newsletter. John has completed a template in Adobe InDesign, and it is just a matter of their arranging time to work together on this task.

NEXT STEPS:

–There was discussion on two fronts as to drawing in new members as well as staying in touch with our current members: First, Cheryl can choose one article approximately every month to send to our electronic newsletter recipients and ask them to share with other nonmembers (Diana sends these emails). Next, a drive can be initiated on Facebook and Twitter with a link directly to the membership page on the .org site. Board members are welcome to contribute news/articles/ideas. John will put a link to the article on the .org site as a separate page also with a link to the membership page. We will try to reach as many people as possible.

–Bill suggested putting up an article and allow all website visitors to read an introduction; next, tell the visitor "If you want to learn more, join OBLHS;" and, this links to the membership page. Upon paying, the new member can access this and all posted articles. John will explore this process and make a new website page for this.

–Cheryl will put a message in the next newsletter: "Make sure we have your correct email address."

- **Public Outreach Report** by Bett Padgett, chair

A. Diana led things off with a brochure report. The year-to-year comparative rate of distribution is:

26,205 in 2017	18,900 in 2013
22,080 in 2016	17,400 in 2012
12,852 in 2015	13,050 in 2011
22,000 in 2014	

B. It is hoped 8,000 brochures on hand will take us through December before having to reprint in order to take advantage of 'off season' printing rates.

C. Although Ralph mails all requests within twenty-four hours, the mailing is becoming a problem: they are folded and do not meet the USPS requirements as a 'book'; therefore, they have to be sent 'regular mail.' UPS and FedEx add a surcharge for non-mainland addresses, making regular mail the cheapest mode of shipment for now. We are consistently reimbursing Ralph for shipping fees.

D. Bett said that every fall she contacts the North Carolina Schools to remind them to let teachers of all fourth grades who study state history know about our grants. She also contacted Wake County schools to let them know about presentations she can give to classrooms. She also spoke with state Boys and Girl Clubs of America to inform them of our offerings.

E. Bett gave a presentation to East Clayton Elementary School; also, she will give two presentations at the Osher Life Long Institute at N.C. State University and Springmoor Retirement Community also in Raleigh during June and July.

F. Doug gave a lighthouse presentation at the Children at Play Museum in Kitty Hawk. Primarily kids from ages two to eight years attend. There is a lighthouse corner with a replica of the Cape Hatteras Lighthouse.

G. Bett shared the PowerPoint Program she continues to work on with Board members via her Google YouTube channel. She suggests OBLHS has its own channel. Bob agreed and will see that this is done.

NEXT STEPS:

–Bett will recontact Wake County Schools about presentations she is offering on N.C. lighthouses. Gayle suggested that Bett contact someone within school administration specifically in social studies or media.

–Continued goal: Bett Padgett is completing an "About Us" section of the PowerPoint program and will include information about OBLHS grants available to students.

–Diana will work with Ralph to explore remaking the brochure as a 'saddled-stitched' publication to qualify for Media Mail rates and will still fit into counter racks where we display the lighthouse brochures.

–Bob suggested that we should post our annual event at Our State magazine's calendar; Bob added that we can post at Lighthouse Digest's website calendar.

–John will offer the Children at Play Museum the fun and educational lighthouse magnetic board he created for the 2013 BOLD homecoming at Bodie Island. He has all the lighthouse replicas that children put each lighthouse in its proper place on the board. Doug will speak with his daughter, Jennifer Midgett, who is director at the museum about this donation and send Diana her contact information to work this out.

–Bob will set up an Outer Banks Lighthouse Society YouTube channel.

Note: We thank Bett for the tremendous efforts she gives for OBLHS and the state's lighthouses.

Each Board member is an ambassador for the Society and our lighthouses, and we will all strive to be advocates for them.

- **Treasurer's Report** by Bob DaVia

A. Our balance as of April 30, 2018
 General Fund \$26,601.45

B. Our balance as of April 30, 2017
 General Fund \$30,447.64
 YOY Variance (\$ 3,846.19)

C. There were no CPA fees again in 2017 because Chappell performed our financial review. Offering her professional help as an experienced accountant at no cost to the Society, her accurate review of the Society's records is important to maintain our organization's good standing as a nonprofit.

(A complete OBLHS Treasurer's Report is available upon request.)

Note: Bob observed the low net profit of the 2017 Annual Keepers' Weekend and questioned if it's worth the effort put in. Diana pointed out the event is not a money-maker and that it is important that we hold an annual event (it's in the by-laws as well). There were contributions by many Board members for the raffle and auction, which is where we make a profit, and we are grateful for the Old Baldy Foundation partnering with us to offer discounts on the historic island and lighthouse tours that increased our profit. Everyone involved is to be congratulated!

Bob reminded us to use Amazon Smile and if we choose OBLHS as our chosen charity, a portion of our purchase will be given the Society. He does a great job reminding website visitors to use Amazon Smile and consider OBLHS when choosing a charity.

Richard Meissner expressed The Board's appreciation to Bob DaVia and Diana Chappell for watching over our finances to ensure that they are adequately protected.

- **Website Report** by webmaster John Havel

A. John launched the new OBLHS website at the end of April 2017, and everything worked and continues to work well. Periodically, he goes through to check for any changes in links and needed changes/additions to the entire site.

B. Our webmaster stressed the need for content within the 'news and event' section on the front page of the site. Content being posted regularly makes the difference between a static and a dynamic site.

C. On Cyndy's advice to have one person through which contributions to the website should flow, Gayle volunteered to reach out for contributions for the website and to reach out frequently to others for submissions. She will be the Society's 'Website Liaison committee' lead and edit anything given her to pass on to the webmaster ready to post. Additionally, Richard volunteered to call various contacts that Bett used to call on for newsletter updates, and then offer this for posting.

D. Bett Padgett gave John information on range lights for addition to the site. Cheryl will provide artwork illustrating how range lights work.

E. Bob asked if there were any progress in getting email addresses via our domain provider to better reflect the Society's name instead of yahoo.com or gmail.com, etc. There was further

discussion on getting a new Society email address to receive PayPal alerts. Bob offered to use the email address he already has through Webydo and those involved with this matter agreed this should solve the problem.

NEXT STEPS:

–John will continue to add updates provided by all Board members.

–We will all strive to give John needed content for the website to keep it current and interesting.

–John will continue to explore whether GoDaddy, our domain for the website, can provide email addresses more representative of our organization's name.

–As Website Liaison committee chair, Gayle will contact various people for contributions to the News and Events website page to be submitted to our webmaster. Added to this committee are Bett and Bob.

–Bett will share her old list of contacts to start Richard's efforts to contact people directly involved with lighthouses and ask for any updates and then submit them to our webmaster.

–Diana will post a photograph of the Board on Facebook along with a brief writeup on today's meeting for John to post at the outerbankslighthousesociety.org 'News and Events' section.

–For a first "Did You Know?" type article, Bruce will write about the sinking of the *Monitor* off Cape Hatteras while Cheryl looks for additional articles.

–Diana and Judy will share OBLHS posters and pens with Cyndy as a giveaway to introduce others to the Society.

Note: The Board expressed its respect and appreciation for the meticulous work that John has done and continues to do on our new and improved website with a round of enthusiastic applause. The website is beautiful, educational, user-friendly, and who could ask for anything more?

- **Unfinished Business**

A. Cyndy wants to have a colorful patch designed to represent the Society for sale. While she is doing one-on-one storytelling, she'd like educational items to give, which is good PR for the Society.

B. Richard moved, with seconds from Diana and Bob, to have Kelly look into the cost of a new patch design for OBLHS to sell. The Board approved by voice vote.

NEXT STEPS:

– Kelly will get an estimate for having a colorful lighthouse patch from a vendor to offer in the Keeper's Store with the option to glow in the dark, present it to the Board by email, and act on it according to the Board's vote.

–John will offer Kelly and Judy his optional Scout Youth Patch design for consideration or the group will come up with a new design. When a design is chosen, John will work with the company to provide vector art.

–Judy and Diana will share OBLHS items for giveaway with Cyndy for educational purposes.

- Richard Meissner, **Keeper of the Archives**, delivered the archives collected to the Outer History Center (OBHC). He included language to be kept at the Office of Archives and History in Raleigh that should anything change at the OBHC that the archives be returned to the Society. As of today, no contract has been signed at the state level. Doug checked on the materials last week and all is well. Judy, who volunteers at the History Center, finished processing the archives and combined/simplified categories and is now putting them into the system. The goal is to catalog it all so it will be ‘searchable’ in digital format for visitors to the library. Doug and Judy can finalize this project and send news to Gayle for public posting.

- **Update on Cape Hatteras Lighthouse restoration project** by John Havel

A. Please refer to notes on Jami Lanier’s presentation on the restoration project. It is a top priority for the NPS with a five-year timeframe for funding being realistic. Due to John’s professional research and presentation, the Park has added the character defining details into its overall restoration plans. (see page 3 of the minutes) For instance, there are new ways to attach pediments without the invasive brickwork required twenty+ years ago. He plans to have better figures for this as well as an octagonal iron fence and spearpoints in the near future.

B. John would like to change the exhibits in the double keepers’ quarters and have that viewable to the public, especially when the tower is closed for restoration work. He has many items in an exhibit now at N.C. State University at Mann Hall. If a budget can be worked out, perhaps \$25,000 to \$50,000, this could be ready for the 150th anniversary of the lighthouse in 2020.

C. It has been suggested that we reprint the coloring book that was created for the Bodie Island keepers’ descendants’ homecoming in 2013. John got an initial quote of \$527 for 300 copies, which is \$1.75 per unit. A better price must be obtained for later consideration before contacting the various artists for permission to reprint to potentially be used for: sales on the website; as part of the Press Release packet; and, for distribution to students.

- **Update on marker at original Cape Hatteras Lighthouse site** by John Havel

A. John did a graphic representation of a tri-faced marker with 24” x 60” interpretive panels of fused polycarbonate that will last ten years, set in weather resistant steel gained approval by the director of the NPS is in the running for a Maritime Initiative grant. A colorized version will be offered if the grant is won. But, should the \$50,000 grant not be awarded to us, Superintendent Dave Hallac told him in an earlier meeting that the Park will keep the design and find a way to have it become reality. Many people want to know where the lighthouse once was located.

B. Doug reported that at the time of our meeting that the NPS had approved the funds and selected grant winners have been forwarded to the Secretary of the Interior to be signed. He hoped the list would be announced by June 1st. He noted that if John’s marker plan is one of the winners that he will need a great deal of help to complete it. The money goes first to the State Historic Preservation Office, so it is they who must be satisfied with organized, researched documentation including a budget since this is a reimbursement grant.

- **Other Business:**

A. The year-end gift and letter were not mailed in 2017, so the previous year's board approved idea still stands. Bob suggested to have a holiday card made and we all sign it (signed at the meeting and John will digitize) for mailing to members with a microfiber cloth.

B. Each board member reviewed his/her part of the 2017-18 To-Do List. We declared each listed task under our names as completed or not. If a task did not get completed, an explanation was given, and where appropriate, efforts continue.

C. After discussion about the cost of each bound newsletter book (about \$20+) and the cost of shipping, it was decided to charge seventy-five dollars, which includes shipping. Of thirty-six books bought of the second volume, eleven have sold to date. John will post the opportunity for the public to buy these bound newsletters on oblhs.org and Bob will then announce it on social media.

D. The Board decided to proceed with the coloring book printing after a reasonable cost is obtained.

E. Bob will establish an OBLHS Instagram account.

F. Bob and Diana decided it best to have a debit card for the OBLHS Bank of America account instead of a charge card.

G. Cyndy will create a Press Packet to potentially distribute at schools and perhaps through the North Carolina Center for the Advancement of Teaching. The packet's content, yet to be planned, would let others know about OBLHS and what activities and assistance we have to offer to students and educators.

H. John wants OBLHS to help the Park celebrate the 20th anniversary of the successful relocation project at Cape Hatteras Light Station (July 2019) and the 150th anniversary of lighting the 1870 Cape Hatteras Lighthouse. A committee was set up for the 20th anniversary: John as lead and committee members Richard, Doug, and Bruce. For the 150th, John will lead with committee members Cheryl, Richard, Bob, and Bett. Two *great* events to look forward to.

NEXT STEPS:

–See items A through H above for each person's responsibilities and Board members will check their 2018-19 To-Do List.

- **New Business:**

A. Nomination of Directors:

The following Directors were nominated and agreed on for another three-year term: Judy Moon, Nicole DaVia, and Richard Meissner.

B. Nomination and Election of officers/chairs:

The following are the OBLHS Board officers and committee chairs elected by the Board members in complete agreement; officers will become officially elected at the October annual event called the OBLHS Annual Keepers' Weekend that always begins with a brief business

meeting with attending members. Note that Doug volunteered to take the fundraising chair, which the Board agrees can include applying for external grants including what Doug told us about with the National Park Service and its Save America's Treasures Grant Program.

Officer/Chair	Nominee	Length of Term
President	Richard Meissner	2 years (until 2019)
Vice President	Judy Moon	1 year to fill a vacancy
Secretary	Cheryl Shelton-Roberts	1 year
Treasurer	Bob DaVia	1 year
Education Chair	Gayle Keresey	1 year
Fundraising Chair	Doug Stover	1 year
Grants Chair	Cyndy Holda	1 year
Graphic Artist	John Havel	1 year
Media Manager	Bob DaVia	1 year
Membership Chair	Judy Moon	1 year
Newsletter Editor	Cheryl Shelton-Roberts	1 year
Nominating Chair	Richard Meissner	1 year
Public Outreach Chair	Bett Padgett	1 year
Special Events Chairs	Richard Meissner	1 year
Store Keeper	Kelly Waller	1 year
Website Chair	John Havel	1 year
Partner Liaisons	Richard Meissner	1 year
Website Liaison	Gayle Keresey	1 year

C. It was established that all **future nominations for the Board** must complete the form created by our former Grants Committee chair, Mabry O'Donnell. She will send the form to Richard. Currently, we have thirteen members; therefore, we may add up to three more members according to our by-laws.

Richard stated that at the annual event in October during the business meeting that he will read the names of nominations he has in hand and then open the floor for other nominations.

D. We were reminded that as a Board member each of us is elected for three years. President and vice president are two-year offices while the other officers and chairs are elected for a one-year term.

E. Retiring Board members Marjorie Spruill and Bill Padgett are due the Board's gratitude for all their help while serving as Board members. Bill tackled some challenging tasks involving statistics to help solve problems, and he and Bett have donated a great deal to the Society for auctions and raffles. Marjorie has helped in many ways including assisting in the organization of annual events and bringing her lovely family into *our* lighthouse family. Additionally, Diana is retiring as vice president—she who does so much for the Society from both ends and in the middle. She will remain on the Board. The Board gave them all a round of appreciative applause.

- **Discussion of new topics/upcoming projects:**

A. Discussion continued about fundraising and that grants are available through various entities including the Maritime Initiative. Banks, large corporations, and other sources for available grants need to be explored. Doug pointed out that though the Society's partner/friend relationship with the NPS that we can apply for grants to help with expenses taken on by the Park involving lighthouses. Bruce advocates for this since banks are very difficult to get donations from anymore. Further discussion defined that the Grant Committee was originally formed to award the Society's grants, not to apply for them. Therefore, the fundraising chair can go after grants at-large. Cyndy offered to work with Doug and Jami in finding and applying for grants specifically to help with stabilization of Bodie Island Lighthouse's stairs. Cheryl also offered her time during the next fiscal year beginning in October 2018 to apply for a grant.

B. OBLHS needs more public exposure. Bett has a PowerPoint program she has put together and any Board member willing to give a presentation to groups only need to contact her for a copy.

- Society Awards: Awards will be given only when deemed appropriate by The Board. The awards are expensive, but they are an excellent means of showing appreciation to those who have upheld the values of The Society. Our six newest Fresnel Prism Award recipients are listed below with 2017 beside their names.

President's Awards:			
		Brent Westwood	2004
Betty Parrish	1997	Diana Chappell	2005
Bill Parrish	1998	Lana Beth Deese	2005
Betty Shelton	1998	Virginia Chadwick Howell	2005
John Gaskill	1998	Ross Tracy	2005
Tom Yocum	1998		
Connie Jones, Bodie Island	1999	Larry Belli former Supt. Cp Hatteras NS	2006
Tim Harrison	2000	The Dare County Tourist Board	2006
Bett Padgett	2000	Julia Hollenbeck	2006
LERC (maker of Coastal Cubs)	2000	Cheryl Shelton-Roberts	2006
Sandy Clunies	2000	Bill Schneider	2006
Rick Polad	2001	Robert DaVia	2007
Henry and Chris Gonzales	2001	Ed and Judy Rosson	2007
Roy's Folks (Roy Ackland & David Weatherly)	2001	Doward Jones	2007
John Howard	2001	James Charlet and Linda Molloy	2007
Bank of America	2001	Doug Stover	2007
Lynn Jennette	2001	Rick and Teresa Ward	2007
Charlie Votaw	2002	Ann Mills	2008
Shirley Votaw	2002	Washington County Waterways Com	2008
Bruce Roberts	2002	Courtney Whisler	2008
Jack McCombs	2002	Nicole DaVia	2009
Sandy Semans	2003	Judy Moon	2009
Richard Meissner	2003	Gary and Judy Studer	2009
Ralph Burroughs	2003	Janice Thomas	2009
Judy Castleberry	2004	Kelly Waller	2009
Nancy D'Andrade	2004	Marjorie and Dallas Spruill	2010
Nick Johnston	2004	Judy Basnett	2011
		Laddie Crisp, Jr.	2011

Rebecca Taylor	2012	Gayle Keresey	2016
Archer Daniels Midland	2013	Kim Gottshall	2017
Cyndy Holda	2013	Russ Rowlett (Lighthouse Directory)	2018
Bob and Kathy Paisley	2014		
Clayton Elem School 4 th grade team	2014		
Barbara Basnight Rawl	2014		

Founders' Award:

Senator Marc Basnight	1997	Bett Padgett	2007
Bill Younger	1998	Rick Hardesty	2008
Bill and Betty Parrish	1999	Diana Chappell	2009
Governor James Hunt	2000	Rick and Theresa Ward	2010
Tim Harrison	2001	Doug Stover	2013
Outer Banks Conservationists, Inc.	2002	John Havel	2014
Jim and Mabry O'Donnell	2003	Mabry M. O'Donnell	2015
Kim Younger Andrews	2004	Richard Meissner	2016
Ralph Burroughs	2006	Judy Moon	2018

Cape Hatteras Award:

Russell Berry	1997	Kevin Duffus	2004
Dr. Ellis Cowling	1998	Graveyard of the Atlantic Museum	2005
Cp Hatteras NS, OBX Group	1999	Lynn and Windsor Jacques	2006
Joe Jakubik of ICC	2000	Jinx Caylor	2010
Charlie and Shirley Votaw	2001	Audrey Conner	2010
Glenn Eure	2002	John Havel	2012
Bett Padgett	2003	Congressman Walter B. Jones, Jr.	2014
		Matt Finlayson	2015
		Hatteras Is. Genealogical & Pres. Soc.	2016

Bodie Island Award:

Cullen Chambers	1997	Lighthouse Lampists Co.	2010
John McPherson	1998	Bill Padgett	2011
RAI Associates	1999	Lighthouse Lampshop	2013
Lloyd Childers	2000	United Builders LLC	2013
Patty Lockamy	2001	Diana Chappell	2014
John Gaskill	2002	Sandy Clunies	2014
Doris & Dave Reed	2003	Bruce Roberts	2014
Paula and Lauren Liebrecht	2004	Cheryl-Shelton Roberts	2014
Nick Johnston	2005	Bob and Diana Long	2015
Representative David Price	2006	Pat Taylor	2016
Sandy Semans	2007	Sue Kelly	2018

Currituck Beach Award:

		John Wilson	2004
Lloyd Childers	2002	Melody Leckie	2005
Outer Banks Conservationists	2003	Meghan Agresto and Luis Garcia	2006

		Ed Cox	2009
		William Parker	2009
Pat Riley	2007	Bob Rahnes	2011
Connie Wirtz	2008	Tracy Norris	2012

Cape Lookout Award:

Bob Vogel	2004		
Richard Meissner	2005	Dallas and Marjorie Spruill	2015
Margaret Gillikin	2006	Erica Spruill	2015
Sandy Clunies	2009	Sam Spruill	2015
Kay Hagan	2011	Emily Catherine Spruill	2017
		Glenn Eagle	2018

Old Baldy Award:

Jane Kerr Oakley	2004	Kim Gottshall	2008
Ann Mills	2005	Chris Webb	2009
Marilyn Ridgeway	2007	Phil Fravel	2017

Oak Island Award:

Town of Caswell Beach	2005	Bob Ahlers	2012
Friends of Oak Island Lighthouse	2006	E. Gifford Stack	2014
Tom Kitchings	2011	Jack Cowling	2018

Ocracoke Award:

Paula and Lauren Liebrecht	2006		
Jane Morgan	2006		

Roanoke River Lighthouse Award:

Edenton Historical Commission	2011	Doward Jones (1866 Plymouth)	2016
Brenda Skiles (1866 Plymouth)	2015	Bob Germaine (1886 Edenton)	2016
Madison Phillips (1886 Edenton)	2015	Jim 'Jimbo' Jackson (1866 Plymouth)	2017
		Carolyn Owens	2018

Note: All 2018 award nominees were approved by the Board: Bob moved and John seconded with unanimous voice approval. Thank you to Diana for coordinating these award nominees.

- **24th Keepers' Weekend** October 12-13, 2018

A. Richard and Marjorie presented a draft itinerary for this special weekend of events celebrating the Cape Lookout National Seashore. Originally, we had planned this event two years ago to celebrate the Park's 50th anniversary, but Hurricane Matthew cancelled our plans.

- 1) This year, participants will kick off weekend events when we meet at 1:00 P.M. with a bus and walking tour of the Beaufort Historic District.

- 2) We end the main event with a meal, raffle winner announcements, and an auction at the Maritime Museum in Beaufort with special guests Keith Rittmaster, Natural Science Curator at the museum, and Cape Lookout National Seashore Superintendent Jeff West. Grand Master Auctioneer Dallas Spruill will encourage competing bids for special items, creating a fun and lively time with proceeds benefitting the Society and its projects.

B. Raffle items and donations were suggested and decided on.

C. Cyndy suggested to the Board via email the idea of creating a license plate as a fundraiser for OBLHS. Bob researched the issue and shared his findings.

- 1) The state legislature must sponsor the bill. 'H' has to be the last digit to indicate 'historical.'
- 2) We must supply the artwork, which John already has an idea for this design. There are currently three lighthouse license plates, and we must come up with our own unique design that others would want to proudly display on their vehicles.
- 3) 300 paid commitments are required.
- 4) After meeting minimum signed commitments, the legislature must give final approval. The final step is to produce and mail the plates. The specialty plate fee is currently \$30 plus regular registration fees. One half of the specialty fee goes to the state and one half to the sponsoring group. This is a multi-year process.

D. Sites for future annual events:

- 1) 2019 Currituck Beach Lighthouse
- 2) 2020 Cape Hatteras Lighthouse (150th Anniversary)

NEXT STEPS:

—Gayle will talk with a political representative and find out the feasibility of our gaining someone to introduce state legislation. We will then proceed accordingly.

– Doug is vice chair of N.C. Maritime Council and planned their annual event at Currituck Beach last year; therefore, he and John will work together to organize the 2019 Annual Keepers' Weekend at Currituck Beach Lighthouse. The goal is to have the planning information collected by May 2019. As if this team weren't enough planning muscle, Richard and Judy volunteered to help.

- Capping off our productive meeting was the announcement that we will be celebrating at the Cape Hatteras Lighthouse in 2020 for our annual event.

- Our next Board meeting will be on May 4th, 2019, 9:30 a.m. in the conference room at the Coastal Studies Institute in Wanchese, North Carolina.
- Bill Padgett, in his final act as a Board member, made a motion that the meeting be adjourned and Gayle Keresey seconded. All said, “Aye.”
- The meeting was adjourned at 3:36 p.m.

Respectfully submitted,
2018 Cheryl Shelton-Roberts