

Cape Canaveral Lighthouse Foundation
Board of Directors Meeting
Tuesday, March 17, 2020

Virtual Meeting Conducted by Teleconference

Call to Order: President Jim Underwood called the meeting to order at 5:30pm. Roll call was taken by Jim Underwood to establish teleconference attendance.

1. Welcome & Recognition of Visitors: N/A

2. Special Guest: N/A

3. Mission Moment: N/A

4. 45th Space Wing Report: Maj. Brian Shimek: The base's response to the Coronavirus is an evolving situation. All tours have been canceled and public events are limited to 10 people. The one confirmed case in Brevard County is not associated with Patrick or Cape Canaveral AF Station. He expects more restrictions to come down. Jim asked to be updated via email any information if it is available for disclosure.

5. Consent Agenda Item (5a): Approval of Feb. 18, 2020 minutes

Consent Agenda Item (5b): Committee Meeting & Staff Reports

Consent Agenda Item (5c): Governance Committee Policy Guidelines

Consent Agenda Item (5d): Approval of 2020 Budget as attached

Ron Ecker moved to approve Consent Agenda Items; seconded by Sharon Crockett. Motion carried.

6. Consent Items Pulled for Discussion: none.

7. Board Action Items: none

8. Selected Committee Updates: none. Jim thanked the Governance Committee, Ron and Becky, for working on Policy Guidelines regarding climbing the Lighthouse and non-commercial tours. Jim also thanked everyone involved in putting the budget together.

9. Treasurer's Report: Jim and Brendan will work together to develop a budget format that is easier to interpret.

10. President's Report: Half Marathon/10K - Jim, Maj. Shimek, and others had a good meeting with Patrick Air Force JAG staff last month, addressed issues of concern. Solid draft of Form 400, and is being circulated for signatures.

Todd McDowell discussed fundraising effort with Commissioner Justice. Todd gave the packet to Commissioner Justice. He seemed pleased and it looks promising to get what we asked for. Jim provided additional background information to the Commissioner.

Picnic Tables - Jim thanked Jamie Draper at Complex 26. They are loaning the Foundation picnic tables. They are heavy, metal and brand new. Jim contacted Chief Warrant Officer Chandler at Coast Station who will provide men to help move and assemble the tables.

Benches – Ginny has researched benches, looking at benches that are used at St. Lukes and the American Muscle Car Museum. Cost is about \$500 each. Discussion ensued about how much to charge for each bench with an engraved plaque. There will be a total of 10 benches. Chris Ecker suggested charging \$800-\$1000 per bench. Dixie suggested doubling that price. Jeanna suggested that bench not be less than the lowest annual sponsorship. Jim proposed \$2,500 including the engraved plaque. Jim defined the difference between buying a bench and annual sponsorship: bench with engraved plaque is a one-time recognition, while an annual sponsorship takes advantage of advertising and posters, 6 editions of newsletters and social media. Jim and Ginny will get pictures of the bench and it will be a consent agenda item at the next board meeting. A motion was made by Dixie to offer for sale 10 benches, with engraved plaques for \$2,500 each. Seconded by Ginny. Motion carried.

Internet Service Provider for lighthouse and museum – Jim appreciates everyone's effort. Jim, Kristi, Bev, Ginny, Becky, Ken, Karen will be kept in the loop. Kristi is point of contact.

General Administrative items from Operational Workshop: Jim asked Becky and Norm to identify the website developer for our new website. Once a company is identified with a comfortable working relationship, we can submit a grant request to Florida Lighthouse Association. Todd has a good relationship with a web development company and will talk further with Becky. Becky is familiar with Word Press.

Fundraising: Jim thanked Dixie and Ginny for the work they did in putting together a request with House and Senate. Although we were unsuccessful in getting in this year's appropriations bill, there is a good shot for next year. Dixie mentioned there is a member of the Brevard delegation whom has spoken against our project. It is possible the legislature will go into special session (to slash the budget), in the next few months.

Meetings with Scott Henderson (Blue Origin), Therrin Protze (KSC Visitor Complex), and Frank DiBello (Space Florida) are being planned by Jim, Larry and Rocky. Ray Sands is also interested in meeting with Therrin Protze.

Misc. New Items: A badge was revoked, the individual was not a good fit.

Regarding the artifacts being held by Tom Penders, we are trying to get them loaned to Museum. Legal department has concerns that they are AF properties and cannot be loaned to lighthouse museum.

There was an incident of a badged individual taking pictures of the Lighthouse showing Blue Origin construction, and posting the pictures on the Cape Canaveral Lighthouse FaceBook page. Jim asked the Governance Committee for a policy regarding photography. Nancy Garwood noted that pictures of the construction sites are in the newspaper.

Ginny reported on the Brevard Achievement Center cleaning of the restrooms; we will pay for half the month of March and no more service until we re-open. They were accommodating and understanding.

Jim thanked everyone for all the work we've done to get us to where we are. Jim noted that as a nation, we are in an unprecedented era. It will take care and love to help everyone get through it both health wise and financially. Rocky reminded us of the stability of the 45th Space Wing and what it brings to the community. As a member of the CCLF we have an opportunity to be a voice of reason and to be a light shining in the darkness.

Operational Workshop on April 4 will be re-scheduled.

11. Adjournment: Ron Ecker moved to adjourn; Ginny Davis seconded. Motion approved. There being no further business, the meeting adjourned at 6:21pm.

Respectfully submitted,

Cheryl M. Bennett

Cheryl M. Bennett, Secretary

Cape Canaveral Lighthouse Foundation

Dates to remember:

April 20, 2020: Deadline for Beacon Vol. 10, Issue 3

May 1, 2020: Beacon Vol. 10, Issue 3, Publication/Distribution

June 20, 2020: Descendants Day & Deadline for Beacon Vol. 10, Issue 4

Remaining 2020 Board Meeting Dates:

Tues, April 21; Tues, Jun 16; Tues, July 21; Tues, Aug 18; Sep 5 (Combined with Ops Workshop #3); Tues, Oct 20; Tues, Nov 17; Tues, Dec 8 (Holiday Board Meeting)