

Cape Canaveral Lighthouse Foundation
Board of Directors Meeting Minutes
Tuesday, April 20, 2021
Virtual Meeting Conducted with ZOOM

Call to Order: President Larry Ostarly called the meeting to order at 5:33pm.

1. Welcome and Recognition of Visitors – Larry Ostarly

No visitors.

Larry thanked the Board and the volunteers/docents for everything they do in the background to keep the light shining.

2. Special Guest – none.

- 3. 45th Space Wing Report – Lt. Col. Brian Shimek. (Dr. Sonny Witt - not present).** There was an internal 45th Space Wing meeting hosted by General Purdy and Lt. Col. Shimek regarding the Marathon; discussion focused on what it means to evolve the current CCLF sponsored running event into a U.S. Space Force co-sponsored marathon. No decisions were made. General Purdy wants more information and wants to talk with the Lighthouse Foundation directly. Bottom line: it will be very challenging within the current rules for both the CCLF and the Space Force to co-sponsor the event.

4. Consent Items:

a. Approval of March 16, 2021 Minutes with errata (Item 6a: spelling correction from John Black to Jon Black.)

b. Committee Meetings and Staff Reports

Mary Anne Moore moved to approve Consent Agenda items; Nancy Garwood seconded. Motion passed unanimously without objection.

5. Consent Agenda Items Pulled for Discussion:

a. Membership Committee Recommendations – Chris Ecker

1) Volunteer Appreciation Event, June 12, 2021: it will be a convoy, no buses will be needed. Request for \$1,500 for sandwich lunch boxes (provided by the Greenhouse Cafe) at \$10.20 per person, and other expenses, including folk singer, Chris Kahl. His charge is \$100. Rocky Johnson moved to approve \$1,500 for the Volunteer Appreciation Event; seconded by Sharon Crockett. Motion passed unanimously without objection.

2) Proposed that Lifetime Members get a permanent/plastic membership card as opposed to a paper card, and change wording on card to Lifetime Member. There are currently 34 Lifetime Members. PIP Printing has best price. Price for the current Lifetime Member cards will be approximately \$400. Subsequently, new Lifetime cards will be \$20 each up to 5 cards; \$15 each for 5 cards.

Bev Merrilees moved to approve permanent membership cards for Lifetime members; seconded by Sharon Crockett. Motion passed unanimously without objection.

3) Committee suggested presenting Dr. Sonny Witt with a Lifetime Membership in recognition of his many years of support and dedication to the Cape Canaveral Lighthouse and its history. Mary Anne Moore reported Dr. Witt will also be presented with an engraved plaque and a framed picture at the Luncheon on June 16, 2021 at Rusty's Seafood.

Nancy Garwood made the motion to approve the Lifetime Membership for Sonny; Ron Ecker seconded. Motion passed unanimously without objection.

Lt. Col. Brian Shimek announced there will be a retirement ceremony for Dr. Witt at Hangar C on June 30, 3pm.

b. Governance Items:

1) Brick Engraving Procedure – Ron Ecker

The procedure from customer order to engraving to installation and photography processing is detailed in Agenda Item 5.b.9. Motion made by Mary Anne Moore to accept the Brick Engraving Procedure; Bev Merrilees seconded. Motion passed unanimously without objection.

2) CCLF Volunteer Shirts and Name Tags – Bev Merrilees

Bev detailed procedure for procuring shirts and name tags. Discussion ensued regarding requests for a second shirt, embroidered names and/or name tags. Jim Underwood suggested possibility of ordering shirts online. Larry suggested tabling discussion and vote until next board meeting.

6. Board Action Items:

a. Update on Water Heater/Grounding – Rocky Johnson

No issues at this time/grounding wire will be installed

b. Update on Internet/Past Perfect – Becky Zingarelli

Past Perfect (a museum software) now has a web-based (cloud) edition, allowing access to contacts and collections from anywhere with internet access (ex. home computers). This is a much more flexible and safe approach for providing access to the program for multiple users than the prior standalone version and is not dependent upon getting internet into the cottage, which is likely 6 months to a year away, at best. Past Perfect cost is \$696/year, and includes hosting, licensing, maintenance and support. One time start-up fee is \$996. Discounts are available with membership in American Association for State and Local History (AASLH) – membership is \$98/year.

Nancy Garwood moved to approve the purchase of Past Perfect Web Edition and membership in AASLH. Seconded by Chris Ecker. Motion passed unanimously without objection.

7. Selected Committee Updates:

a. 2021 Event Planning Updates

1) Descendants Day – August 14, 2021 - Bev Merrilees

At the event, the daughter of Canaveral Rose Tucker Koontz will sing the folk song "My Canaveral Lighthouse", written by Canaveral Rose.

Ron Ecker will ride/direct the bus to the descendant graveyards.

- 2) Running Event – Shane/Brian: see Item #3
- 3) Volunteer/Membership Appreciation Day - June 12, 2021: Bev and Chris continue to work the details for the Member/Volunteer Appreciation Event
- 4) Jim Underwood stated the new light will be replaced with a rotating light with 6-8 mile reach.

8. Treasurer's Report – Brendan McMillin

Direct questions to Brendan via email

- 9. Adjournment:** There being no further business, the meeting adjourned at 6:34pm.

Respectfully submitted,

Cheryl M. Bennett

Cheryl M. Bennett, Secretary
Cape Canaveral Lighthouse Foundation

Dates to Remember:

April 23, 2021: Deadline for Beacon Vol. 11, Issue 4.

Due to Jim Underwood: President's Message-Larry; Volunteer Spotlight-Bev; Museum Update & Did You Know-Becky; Membership Musings and Status-Chris. Feature Articles: USCG ANT Ponce Inlet Support-Jim; FLA Grant and Meeting Highlights-Ron/Chris/Becky; Members and Brick Buyers & Caravan Tour-Chris/Jim.

May 1, 2021: Beacon Publication/Distribution

May 15, 2021: Deadline for Committee and Coordinator Reports for May Board Meeting Consent Agenda

May 18, 2021: Next CCLF Board of Directors Meeting

Remaining 2021 Board Meeting Dates:

Tues. May 18; Tues. June 15; Tues. July 20; Tues. Aug 17; Tues. Sept 21; Tues. Oct 19; Tues. Nov 16; Tues. Dec 21 (TBD)