

Historical Society of Topsail Island

Board Minutes

Fiscal Year of June 2020 – May 2021

Historical Society of Topsail Island Board of Directors FY 2020-21

NAME	OFFICE	PHONE	EMAIL
John Morris	President	240-772-6926	chopperjohn67@gmail.com
Albert Meyer	Vice President	910-200-4697	albert.meyer14@charter.net
Bobbie Morrison	Treasurer	910-859-0868	bobbie_morrison@charter.net
Ann Tumblin	Recording Secretary	919-306-1957	anntumblin@gmail.com
Jean Chartier	Events Scheduling AB	910-682-0166	13SaltyPaws@gmail.com
Lee Chartier	Facility Manager AB	262-287-5129	chartier09@hotmail.com
Rose Peters	Museum Director	910-382-8865 910-328-2488	rpeters2000@msn.com missilesandmore@hotmail.com
Gaylene Branton	Luncheons/Marketing	910-389-8776	gntbranton@gmail.com
Cathy Brown	Programs	910-328-0936 704-701-8211	katebarrbro@aol.com
Butch Parrish	Dock Master	910-512-0192	butch.parrish@charter.net
Albert Meyer	Education	910-200-4697	albert.meyer14@yahoo.com
Janine Stidley	Membership Assistant Museum Director	912-656-0530	<u>kjstidley@aol.com</u>
Gwen Ward	Parliamentarian	252-883-6918	_____
Richard Stidley	Autumn With Topsail Bingo	912-312-5244	rstidley@aol.com
Jeff Wenzel	Jingle Bell Ball	910-803-1759	jeff.wenzel@gmail.com
David Stipe	Trustee Disaster Plan	910-328-1150	dstipe1150@charter.net
Michael Nelson	Trustee	910-547-8312	michael@Topsail-living.com
Steve Smith	Trustee	910-547-2677	sgsmith72@aol.com
Cecile Broadhurst	Trustee Emeritus	910-328-4221 910-367-9196	<u>ceed2223@aol.com</u>
Edna Smith	Past President	910-547-2486	elcsmith72@aol.com

Revision#2 September, 2020

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Board Meeting Minutes

August 20, 2020 Virtual Meeting

Call to Order: President John Morris called the meeting to order at 9:30 AM.

Members in Attendance: John Morris, Edna and Steve Smith, Ann Tumblin, Gaylene Branton, Michael Nelson, Albert Meyer, Cecile Broadhurst, Dave Stipe, Janine Stidley, Gwen Ward.

Minutes: Ann Tumblin

Albert Meyer moved and John Morris seconded that we accept the minutes from May 14, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison
Treasurer report

Checking CB.	\$ 22,437
Checking FC.	5,000
Savings CB.	95,726
Investment.	\$ 113,276

Gwen Ward moved and Michael Nelson seconded that we send the treasurer's report to audit. Motion passed.

Old Business

A. Financial Accountability

We spend about \$5,000 a month for building maintenance and payroll.

B. Strategic Action Plan

Governance: Cecile Broadhurst

Policy and Procedure Manual is complete except for table of contents. The safety manual needs updating regarding pandemic issues.

C. Distinguished Service Awards: The trustees will meet and submit a list of suggestions for the Distinguished Service Awards.

D. Covid 19

1. Autumn With Topsail is canceled. Considering asking for sponsors to be displayed on our sign.
2. Jingle Bell Ball is still on hold.

New Business:

1. Report from the museum committee: Anne Stevens

The objectives for this committee are to develop criteria and procedures for a potential safe reopening of the Missiles and More Museum to the public for Spring 2021 and potentially AWT.

This report summarizes the status and preliminary recommendations of the committee and the health and safety sub-committee.

1. Regardless of the overall plan, we recommend the Missiles and More Museum remain closed for AWT. If the event proceeds, several outdoor exhibits could be available and staffed with docents.
2. The Museum interior will be prepared for closure until a potential Spring 2021 reopening.
3. If reopened, all Governors directives, local Topsail directives and CDC guidelines will govern procedures and practices of the Museum.
4. The number of available, trained docents will constrain the number of available tours. We envision:
 - visits/tours are by appointment only. A digital app will be used for scheduling and a digital record tracking visitors in the event a subsequent contact is required e.g. potential COVID exposure.
 - number of volunteers available will constrain hours. Current docents have been telephone surveyed by Rose Peters. Rose received great support. Twenty four docents (6 have accompanying spouses/partners) have agreed to continue as volunteers understanding that additional training and safety procedures are required. Janine will contact potential new docents, so the number may increase.Initially, we expect the tours to be:
 - Groups of 4 or more if the same family

Two time slots/day. 10AM to 1PM and 2PM to 5 PM.

Two to three docents for each group, offering 8 to 12 potential slots per week.

5. Albert Meyer is leading the Health and Safety sub-group. SAFETY IS FIRST, for our docents and visitors.
 - a one way flow is recommended for tours/visitors. A preliminary plan was developed by Janine Stidley.
 - revised training for new operating procedures will be developed for current and new docents. Cleaning and turnover procedures are new additions to the current docent responsibilities.
 - some durable and non-durable goods will need to be purchased i.e. sanitizer stations, masks, gloves, barriers, signage. An estimate will be developed.
6. Bill Horstmann has contacted other NC museum, including the turtle hospital, to evaluate other plans. To date, all remain closed. We will continue to monitor status and review any available plans.
7. For board consideration, we suggest more digital content could be developed to further communicate and educate the community on the rich information available in the Museum.

Our next steps are to continue to develop procedures and plans for a safe reopening of the Museum during Spring 2021. We appreciate all comments and suggestions from the Board.

Respectfully submitted,
Anne Stevens

2. Historical Walking Tour of Town of Topsail Beach: We are working on a self guided tour of the historical places in the town. A brochure would be available at the Assembly Building.
3. Fall/winter fund raiser. Ideas include silent auction (for items donated for Autumn With Topsail and other items, raffle tickets for Jeff Wenzel picture. Committee of Janine, Gaylene Branton, Jeff Wenzel will report next meeting.
4. Anything scheduled until Sept. 9 is canceled until next Governor directive.

Committee Reports

— **Museum:** See report from Ann Stevens

Docks: Butch Parrish

	Income to date	Projected	Total	
Slip 1	1,600	800	2,400	Mizelle
Slip 2	1,050		1,050	Filer, Briggs
Slip 3	650	225	875	Mcgregor, Melton, Crawford
Slip 4	750		750	Best
Slip 5	1,000		1,000	Spence
Slip 6		1,200	1,200	Gardner
Slip 8	1,500		1,500	Pender EMS
Slip 9	900		900	Jackson
Total	7,450	2,225	9,675	

Most of the people who have rented slips this summer have expressed an interest in rolling their lease over to 2021. If our two commercial renters can restart their businesses next summer, we will be looking at a potential of \$15,000 income next summer.

I have attached a ladder to the seawall next to the pier to create a spot where I can tie my john boat up occasionally. This spot can only be used by someone who doesn't mind if their boat rests on the mud at low tide. I do not plan to make it available for rent, and propose to pay at the rate of \$25 per month when I use it.

It is unlikely that I will participate in the board meeting Thursday, but I will if I can.

Education: Albert Meyer

— 2020 Scholarships are being paid by Bobbie Morrison. Thanks Bobbie.

NC Aquarium programs have been paid for and we be presented at the Assembly building during the summer of 2021. (Agenda Item)I would like to discuss the availability of scholarships for 2021 with the HSTI Board at the meeting. John, please include this as an agenda item. I would like to consider reviewing applications from the class of 2021 (this year) and consider giving two years of scholarships in 2022, revenue permitting, at \$5000/ year.

We decided it is important to continue our goals even if we have to reduce the amount of scholarships for this year. (Agenda Item) I would like to propose we reach out to area high school juniors and seniors to consider being Junior Docents at the Museum.

Albert will be taking over the role of Vice President but he still wants to be the Education Chair. He was asked to find an assistant that could be considered for Education Chair for the next year.

Jingle Bell Ball: Jeff Wenzel

No report

Autumn with Topsail Festival: Rick Stidley

Canceled for 2020

Membership: Janine Stidley

This is the first report for the 2020-2021 Membership Year.

Total number of Memberships: 197

Talos Level: 56

Pirate Level: 95

Scotch Bonnet Level: 46

No outstanding membership forms, all names have been added, as of 08/16/2020, into the Constant Contact Data System, all "Thank You" notes have been sent. Several members also made donations to the Assembly Building Restoration Fund, totaling \$1570. These "Thank You" notes have been mailed.

Notes:

A HSTI 2020-2021 Membership drive cover letter and Form were sent out in May to all past and present HSTI members. The response was great, and this allowed me to work on the membership roll over the summer.

There are still several members of the HSTI Board that have not yet paid the 2020-2021 Membership dues. If you are unsure, please contact me by email, phone or text, kjstidley@aol.com, 912-656-0530.

— **Luncheon Speakers:** no report

Discussed having virtual speakers until luncheons can resume.

Bingo: Rick Stidley

No report

Trustees: Steve Smith

There are some shingles missing from the roof and Ed Broadhurst has someone who can look at our roof, the type of shingles, and assess the repairs needed. The alarm system needs repaired.

Steve Smith moved and Gaylene Branton seconded that we make the entire Assembly Building campus including parking lot non-smoking. Motion passed.

Gaylene will take care of the signage needed.

Janine Stidley will forward her proposal for a mini-library outside the museum.

John Morris will add a plea for donations to help with our scholarship fund when he writes the President's note for the Buzz

Meeting adjourned at 10:40.

Next meeting is September 10, 2020.

Respectfully submitted,

— Ann Tumblin

Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Board Meeting Minutes

September 10, 2020

Call to Order: President John Morris called the meeting to order at 9:30 AM.

Members in Attendance: John Morris, Edna and Steve Smith, Ann Tumblin, Gaylene Branton, Michael Nelson, Albert Meyer, Cecile Broadhurst, Dave Stipe, Gwen Ward, Rick and Janine Stidley, Cathy Brown, Lee Chartier, Butch Parrish.

Minutes: Ann Tumblin

Albert Meyer moved and Gwen Ward seconded that we accept the minutes from August 20, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison (written report)

As of end of August:

CB checking.	\$24,424
CB savings.	95,738

Investment.	\$ 115,262
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We received \$5000 from the Town of Topsail Beach. Our insurance is due this month. Lloyds of London will not be writing commercial property insurance so we will be working with another insurer.

Gaylene Branton moved and Steve Smith seconded that we send the treasurer's report to audit. Motion passed.

Old Business

- A. **Financial Accountability** – no report
- B. **Strategic Action Plan**
Governance: Cecile Broadhurst reported on the Policy and Procedure Manual
- C. **Distinguished Service Awards:** Gaylene Branton is honored with the Distinguished Service Award for 2020.
- D. **Covid 19 Way forward:**
Albert Meyer reported that an air filtering system is uncertain as to its effectiveness against Covid 19. We will be consulting with other experts. Anne Stevens, who is chairperson of the museum committee, will also take over the Assembly Building's covid 19 safety concerns.
- E. **Fundraising** – Gaylene Branton and Janine Stidley

Fundraising Ideas for the Historical Society of Topsail Island

Reverse Raffle: Rick Stidley will run the raffle after the committee has recruited all the volunteers. Committee needs to get tickets printed and sold; some type of draw (something to make people support the raffle) (Education and Scholarships?); decide what prize amount will be; figure a way to live stream the event. Suggested date: When we can get it together.

- How many volunteers needed?
- How many tickets? Price?

On-Line Silent Auction: Melinda Grant and her volunteers (Beth Holder, Cathy Brown) have consented to get items for the auction. Online open bidding for several weeks with much advertising on Facebook pages and all websites. After the bidding has closed, payments made through PayPal and items mailed (at the winners' expense). Suggested Date: On or about the same time as AWT would have been.

Other Ideas:

The following ideas were mentioned, but need further discussion and development: geocaching, Janine will investigate this; Scavenger Hunt, using personal iPhone.

Other Ideas:

The following ideas were not mentioned or discussed on the telephonic meeting but were thought up later while Janine was out running.

A Chili/Brunswick Stew Cook Off: This event would be outside either in the field by the tower or in the parking lot of the Historic Assembly Building. There would be two categories Professional, which would be any local restaurants and Amateur, which would be everyone else. There would be a charge would be \$8.00 to \$10.00 per person. Each person

would get three voting tickets or six tickets using two different colors (one color for professional and another color for amateur). After all the entries have been sampled, each person will then place their tickets in a container next to the entries, the entries with the most tickets in their container is the winner, second most is second place and third most is third place. This is done for both categories, and there will be certificates for all winners. Things needed: a way to register people who want to participate; a way to sell tickets in advance and on-line; containers and tickets; trash cans; spoons and tiny cups (although we could make cook-off contestants provide those). We could also sell baked goods made by HSTI members, just a thought. Maybe there is even a way to sell scratch off bingo tickets, with small \$ amount prize or small donated items. If the bingo thing does not work out maybe we could get an astronomist, not sure if that is the word I am looking, but someone who can do a presentation about the constellations that can be seen from Topsail Island. Suggested Date: Sometime in January, February late afternoon to early evening.

Fun Run (5K): Janine's personal favorite. A company should be hired to do this and volunteers (the HSTI Board) should be on hand to help the day of the event. My suggestion would be to have the start/finish line in front of the Historic Assembly Building at Channel Blvd. Runners would run down Flake Street toward Anderson Blvd, make a left onto Carolina Blvd toward Davis Ave, take a left on Davis Ave back toward the Breezeway. Take a right on Bridgers Ave continue Bridgers Ave to Empie Ave. Then take a right onto Empie Ave then a right on Anderson Blvd. Take a right on Pearson Ave back toward Bridgers. Take a left on Bridgers. Continue Bridgers Ave to Channel Blvd and the finish line. Streets can be added or deleted to get the right distance 5K. The object is to cause the least disruption to the regular flow of traffic for the least amount of time. Everything needs to be cleared with the town of Topsail Beach and the police department. Suggested Date: February or March, a Saturday early morning.

Founders Day Event: This could be in conjunction with the "Opening Day" of the Missiles and More Museum Event. Maybe with the help of Poplar Grove, and Pender County Tourism.

Addendum:

Gaylene met with Glen Pierce last week. Talked about running the online auction, raffle, virtual luncheons, reverse raffle, etc.

In his professional opinion and from a cost perspective, it would be best to make a fundraising website. It is much easier to do that than trying to integrate a new page into the open websites. We would use PayPal for payments.

Cost would be \$1500 for the website.

Gaylene Branton moved and Albert Meyer seconded that we hold a reverse raffle in February 2021 selling 250 tickets for \$100 a piece. First prize would be \$5000 and four second prizes would be \$1000. The proceeds would be used for scholarships and education. Motion passed. Rick Stidley will organize.

Gaylene Branton moved and Steve Smith seconded that we purchase another website for fundraising at the price of \$1500. Motion passed.

Butch Parrish suggested asking if Ebay could be linked to our silent auction.

New Business:

- A. Albert Meyer was installed as Vice President by Gwen Ward, Parliamentarian.
- B. Mini library was made and erected by Rick Stidley. Janine Stidley and Rose Peters presided over the ribbon cutting ceremony.

Committee Reports

Assembly Building: Jean Chartier

We have three events scheduled through December.

2020 Revenue: \$9000 (\$3000 to date and \$6000 pending)

In 2021, we have 13 events scheduled. We have one event in February and then pick up again in April.

2021 Revenue: \$24,000 pending

I am preparing an addendum to the contract that outlines COVID space allowances and cleaning requirements.

Jean will continue to work with updated guidelines for covid 19.

We are charging an additional \$300 for extra sanitization.

Museum: Rose Peters

The Surf City Community Center requested a program of North Carolina shells for the Children's Explore Program.

They requested the program in October, but they are flexible.

Janine and I will discuss all options to conduct the program and report to the Community Center.

Date will be decided as soon as possible.

The Ham Radio Operator Event will have their event at the Museum on Saturday, October 27th.

Bobbie Humphrey is in charge of the event.

I will discuss more details at the Board meeting.

Docks: Butch Parrish

All slips are rented but an issue arose when someone who is not a renter used one of the slips.

Education: Albert Meyer

Would like to discuss as an agenda item feasibility of scholarships this year and have the board agree on the amount of money to be awarded if any in 2021. It was decided to have \$10,000 as the scholarships for 2021.

Luncheons and Speakers: Gaylene Branton and Cathy Brown

Discussed having virtual speakers.

Jingle Bell Ball:

Still on hold. Jeff Wensel is to tell us what would be the latest date we could still plan.

Membership: Janine Stidley

This is the Second report for the 2020-2021 Membership Year.

Total number of Memberships: 210

Talos Level: 60 (an increase of 4)

Pirate Level: 102 (an increase of 7)

Scotch Bonnet Level: 48 (an increase of 2)

No outstanding membership forms, all names have been added, as of 09/07/2020, into the Constant Contact Data System, all "Thank You" notes have been sent.

Ghost Walk: Janine Stidley

All scenes will be filmed and it will be shown as a drive-in movie in Burgaw on Oct. 23 – 24, 2020.

Trustees: Steve Smith

Roof: Shingles have been ordered.

Light on flag is not shining on the flag. Rick Stidley will repair.

Meeting concluded at 11:15 AM.

Next meeting is Oct. 8, 2020

Respectfully submitted,

Ann Tumblin

Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Board Meeting Minutes

Oct 8, 2020

Call to Order: President John Morris called the meeting to order at 9:30 AM.

Members in Attendance: John Morris, Edna and Steve Smith, Ann Tumblin, Gaylene Branton, Michael Nelson, Albert Meyer, Cecile Broadhurst, Dave Stipe, Gwen Ward, Rick and Janine Stidley, Cathy Brown, Butch Parrish.

Minutes: Ann Tumblin

Albert Meyer moved and Gaylene Branton seconded that we accept the minutes from September 10, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison (written report)

Treasurers report	month ending September 30, 2020
566	
Checking	\$ 34,566 transferred \$10,000 from savings
Savings	\$ 85,747
Investment	\$114,025

Gwen Ward moved and Gaylene Branton seconded that we send the treasurer's report to audit. Motion passed.

Old Business

A. Financial Accountability

We have changed our building insurance plan to NCJUAA and need 2 corrections made involving address and date of construction. The plan will not provide the exact coverage of Lloyd's of London but that company will not be providing the type of coverage we need.

We need to develop a spending plan as there are no spending limits on any non-budgeted items.

B. Strategic Action Plan

Governance: Cecile Broadhurst reported that our organizational chart and job descriptions need updates. Albert Meyer and John Morris will be added to the governance committee. A draft of an organizational chart is to be distributed for review before the next meeting.

C. Covid 19 Way forward:

The HSTI Reopening Committee has held several meetings with actions summarized below.

Renters Agreements for both the Assembly Building and the Museum have been finalized by Albert Meyer and Gaylene Branton.

Procedures and responsibilities for cleaning have been reviewed and documented by Butch Parrish and Albert. Equipment for cleaning and disinfecting has been ordered by Gaylene.

A sub committee led by Rose Peters is documenting decent Training procedures and updating for new procedures for Health and Safety required to prevent COVID.

Michael Nelson moved and Albert Meyer seconded that we adopt the cleaning procedures as written. Motion passed.

D. Calendar: One calendar for the use of the Assembly Building and Museum will be kept for ALL meetings and administered by Jean Chartier.

The committee will support developing appropriate documents and procedures for digital content.

Janine Stidley will assume sending museum events to Gaylene Branton or Rick Stidley who are doing the calendar until new events coordinator is hired.

E. Fundraising – Gaylene Branton and Janine Stidley

Reverse raffle is moving forward. Rick has tickets. Drawing will be held Feb. 20, 2021 at an event at the Assembly Building.

Gaylene has not talked with Glen about adding a fundraising website.

New Business:

We received resignations from our Events Coordinator and Facilities Manager effective Oct. 31, 2020.

We will advertise for Events Coordinator within our membership and go outside of membership if needed.

Rick Stidley applied for Facilities Manager position.

Dave Stipe moved and Michael Nelson seconded that we hire Rick Stidley as Facilities Manager at the same rate of previous manager.

Education: Albert Meyer

1. Second Email sent to all HS Counselors reminding them about due dates and requirements for the Scholarship Contest (SC) Submissions and asking them to remind their Senior students to consider this opportunity during the Christmas break.
 2. Email sent to the SC judges reminding them of due dates and responsibilities. We have 4 evaluators and could use one more if anyone on the board is interested.
 3. We still haven't found anyone interested in helping as Education Committee co-Chair this year to assume full responsibility in October 2021. Any suggestions from the BOD are appreciated.
- We will donate copies of Echoes to the schools to help students develop ideas for their projects.

Luncheons and Speakers: No report

Jingle Bell Ball: Jeff Wenzel
Ball is canceled.

Membership: Janine Stidley

This is the fifth report for the 2020-2021 Membership Year.

Total number of Memberships: 227

Talos Level: 65 (an increase of 1)

Pirate Level: 112 (an increase of 1)

Scotch Bonnet Level: 50 (an increase 1)

There are no outstanding membership forms, all names have been added, as of 12/09/2020, into the Constant Contact Data System, all "Thank You" notes have been sent (email). HSTI-Membership, received no additional donations for the Assembly Building Restoration Fund, this month.

Notes:

Here are the numbers from the same month last year, 12/2019

Total number of Memberships: 250

Talos Level: 54

Pirate Level: 118

Scotch Bonnet Level: 78

Autumn With Topsail: Rick Stidley

No report

Bingo: Discussed possibility of doing BINGO in cars. Talk to people through car radios. Would need to get permit/license changed.

Trustees: Steve Smith

- A. Still gathering information on advanced computer system for Assembly Building
- B. Steve Smith moved and Cecile Broadhurst seconded that if the Pender County Health Department approaches the HSTI looking for a location to distribute vaccine, we will work with them to use the Assembly Building. Motion passed.

Ann Tumblin reported that the flag cannot be put at half staff because of the palm tree location so Bill Tumblin takes down the flag when it needs to be at half staff. The palm tree will be moved. Rick Stidley will handle this. Thanks to Bill Tumblin for taking charge of flag.

Meeting concluded at 10:20 AM.

Next meeting is Jan. 14, 2021 at 9:30.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Virtual Board Meeting Minutes

December 10, 2020

Call to Order: President John Morris called the meeting to order at 9:30 AM.

Members in Attendance: John Morris, Steve and Edna Smith, Ann Tumblin, Michael Nelson, Albert Meyer, Cecile Broadhurst, Dave Stipe, Gwen Ward, Bobbie Morrison

Minutes: Ann Tumblin

Gaylene Branton moved and Gwen Ward seconded that we accept the minutes from November 12, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison

Treasurer report.....month of Nov. 2020

TREASURER REPORT....BALANCES NOVEMBER 30, 2020

CBT	\$ 39,700
MM	85,761
FC	5,000
INVESTMENT	\$ 118,809

Gwen Ward moved and Gaylene Branton seconded that we send the treasurer's report to audit. Motion passed.

Old Business

- A. **Financial Accountability** – no report – Gaylene has not begun marketing yet because of Governor's restrictions.
- B. **Strategic Action Plan** - Cecile Broadhurst working on job descriptions.
- C. **Covid 19 Way forward** –No events in Assembly Building
- D. **Fundraising** – Reverse Raffle

Reverse Raffle: Rick Stidley

We have sold 103 tickets to date. We have 51 tickets out with Board members. The 103 sold tickets covers all prizes and expenses with approximately \$1,200 remaining for the scholarship fund. We still have a very long way to go to reach our goal of 250 tickets sold.

- E. **Search for Events Coordinator:** Cecile Broadhurst.

We had 24 applications and have narrowed to 7 viable candidates. Interviews are set for the next several days.

New Business:

- A. **Tower # 2 Donation:** Steve Smith is working with Kim Quinn to develop an agreement. We would receive the tower and concrete pad and possibly a cash contribution for maintenance upgrades, education, etc. Visitors can park in the club house parking lot. Discussed a historic plaque. Suggested a map to be put on website.
- B. **Yamaha Digital Piano:** The Yamaha Digital Piano has been donated to the Baptist Church in Rocky Point. The Reverend Willie J. Armstrong and his son came and picked it up last week. A thank you reply from the Reverend was received.
- C. **Gutter:** Steve Smith
Waiting for Jones Onslow to come to view the situation.

Committee Reports:

Assembly Building: Scheduling Coordinator position vacant

Museum: Rose Peters

We have 30 old copies of Echoes to be distributed to new docents. We can purchase 100 in paperback for \$1000. David Stallman's widow is donating \$1000 to the museum.

John Morris moved and Gaylene seconded to order 100 copies of the paperback version of Echoes to distribute to local stores and to be available for purchase in the Museum.

Docks: no report

Committee Reports

Assembly Building:

We have one wedding on Oct. 23 and Ham Radio event on Oct. 31. Kris Kringle event has not been canceled as yet.

Museum: Rose Peters

1. Ham Radio Event: Oct. 31, 2020 with 8 attendees. Bob Humphey has been informed of the guidelines for the Covid-19 Pandemic. Group will use the back door entry and operate from the Operation Bumblebee section for the program. The first entry of the Museum will be blocked. The bathroom will be available. I will inform the Board if there are any changes.
2. Surf City Children's Program has been postponed
(Waiting for Pender County approval)

Docks: Butch Parrish

No report

Education: Albert Meyer

1. \$10,000 will be available for the Scholarship Contest for 2021. Funds will be raised via a Reverse Raffle Drive, promoted by Rick Stidley, to be held during a social event in 2/2021.
2. Diane Litchney, Cathy Brown and Allan Dawson have agreed to be readers and judges for this year's contest. This list will expand.
3. Interest in becoming the Educational Co-chair is being solicited through the Buzz and via email, but as yet, no one has answered the call.
4. The school coordinators for this year's contest are being identified and we would like to contact a Pender/Onslow County HS Home school organization to solicit entries from this pool of students.
5. High School and Home High School coordinators will be contacted during November with instructions for contest submissions for this year.

Luncheons and Speakers: Gaylene Branton and Cathy Brown

No report

Jingle Bell Ball: Jeff Wenzel

Dave Stipe moved and Butch Parrish seconded that we cancel the Jingle Bell Ball for 2020. Motion passed. Michael Nelson will notify the DJ and ask if our deposit could be rolled over to 2021.

Membership: Janine Stidley

Historical Society of Topsail Island, Membership 2020-2021 report, as of 10/05/2020.

This is the Third report for the 2020-2021 Membership Year.

Total number of Memberships: 221

Talos Level: 64 (an increase of 4)

Pirate Level: 108 (an increase of 6)

Scotch Bonnet Level: 49 (an increase of 1)

There are no outstanding membership forms, all names have been added, as of 10/05/2020, into the Constant Contact Data System, all "Thank You" notes have been sent (email). HSTI received a donation in the amount of \$200.00 for the Assembly Building Restoration Fund. The donation "Thank-You" has also been sent (regular mail).

BINGO: Being audited by NC.

Ghost Walk: Janine Stidley

All scenes will be filmed and it will be shown as a drive-in movie in Burgaw on Oct. 23 – 24, 2020.

Trustees: Steve Smith

Need to discuss upgrading the building's technologies and find someone who understands the best technology for our situation. Steve will talk with Emma Anderson Church about what they have done. We will need zoom capabilities for the reverse raffle.

Meeting concluded at 11:00 AM.

Next meeting is Nov. 12, 2020 at 9:30.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Virtual Board Meeting Minutes

Nov. 12, 2020

Call to Order: President John Morris called the meeting to order at 9:45 AM.

Members in Attendance: John Morris, Steve Smith, Ann Tumblin, Michael Nelson, Albert Meyer, Cecile Broadhurst, Dave Stipe, Gwen Ward, Butch Parrish, Rose Peters.

Minutes: Ann Tumblin

Dave Stipe moved and Albert Meyer seconded that we accept the minutes from October 8, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison (written report)

Treasurer report.....month of October 2020

CB CK. \$32,215
CB MM. 85,754
FC CK. 5,000 (forecast of this month's expenses)
INVESTMENT. 113,164

Gwen Ward moved and Albert Meyer seconded that we send the treasurer's report to audit. Motion passed.

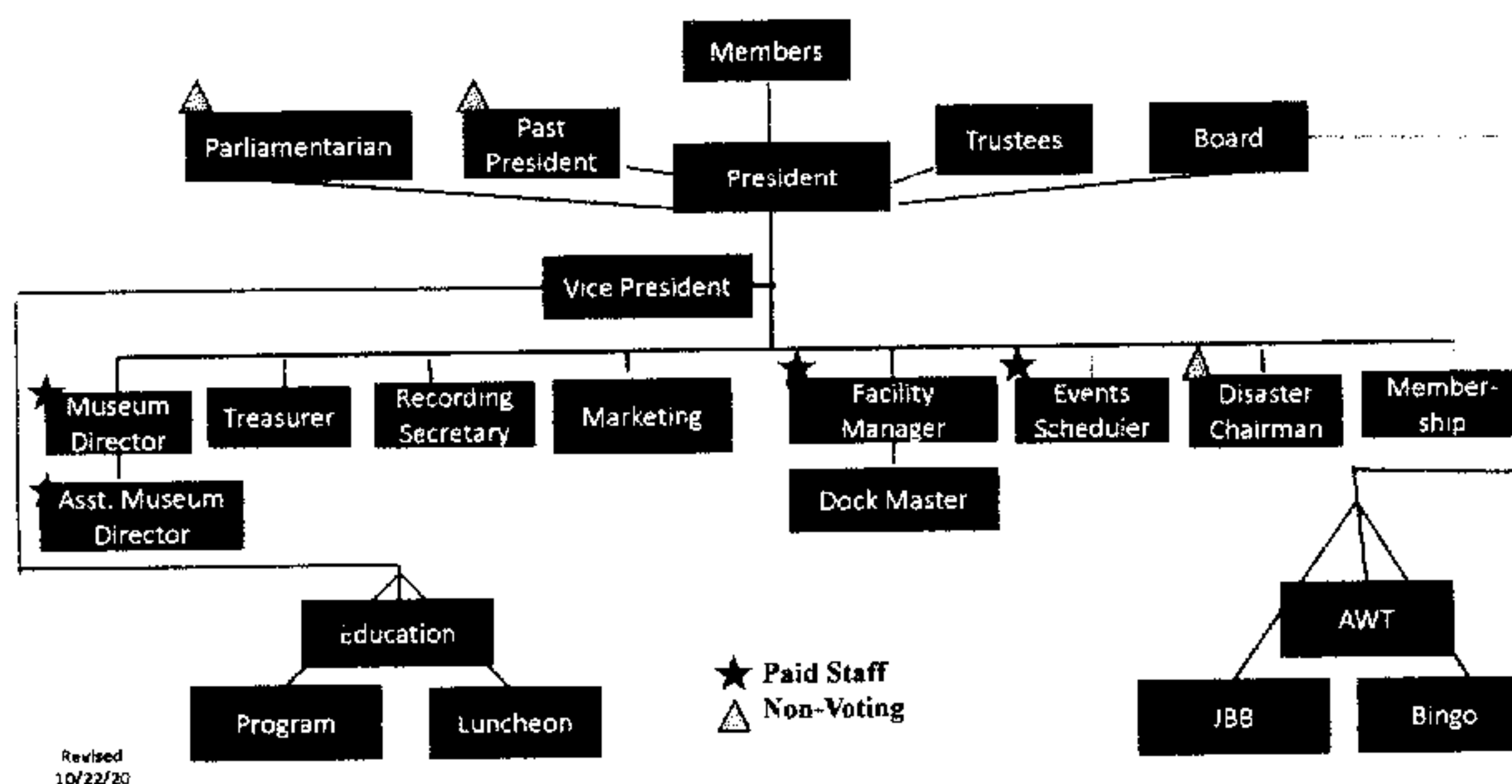
Old Business

- A. **Financial Accountability** – no report
- B. **Strategic Action Plan** - no report
- C. **Covid 19 Way forward** – Table to next meeting. No events in Assembly Building
- D. **Fundraising** – Reverse Raffle
Reverse Raffle:
Tickets sold: 57 of 250 – 23%
Tickets out with board members: 43
- E. Search for Events Coordinator continuing.

New Business:

- A. **Organizational Chart** – Presented by the Governance Committee. Can be used as a springboard to update job descriptions. Dave Stipe moved and Albert Meyer seconded to adopt this chart. Motion passed.

HSTI ORGANIZATIONAL CHART



- B. **Tower # 2 Donation:** This tower is being offered to the HSTI by Kim Quinn, the developer of Queen's Grant. It would be part of our mission of preserving our community's history. A committee of Michael Nelson, Steve Smith, and Butch Parrish will develop an agreement with Kim Quinn. Dave Stipe moved and Michael Nelson seconded to proceed with the acquisition of the Tower #2. Motion passed
- C. **Yamaha Digital Piano:** Albert Meyer moved and Cecile Broadhurst seconded that we attempt to donate the piano to a local church or nonprofit organization that will be able to move it to its new location. Motion passed. Rick Stidley will take charge.

Committee Reports:

Assembly Building: Scheduling Coordinator position vacant

Museum: Rose Peters

1. Ham Operator Event: Eight members attended the event. Canada was the only outside of area connection. The group had 70 contacts
2. Presentation: Operation Bumblebee for the Surf City Rotary on Thursday, Nov. 12, 2020 6:00 p.m
3. Need to replenishment Stallman's book Echoes. We sell these to individuals and businesses. Rose will work on this.

Docks: Butch Parrish

We rented slip 5 thru the end of 2021, raising our 2020 cash income to just over \$11,000.

Education: Albert Meyer

1. School Counselors from Topsail HS, Dixon HS and Pender Early College HS about the Scholarship Contest 2021.
2. Counselors have been sent the application requirements.
3. Deadline for submission is February 26, 2021.
4. Awardees and Counselors will be informed as of March 19, 2021.
5. Awardees will present their submissions at a HSTI Luncheon (COVID 19 Mandates Permitting) on Thursday April 8, 2021 at 12 noon in the Assembly Building.
6. With the Missiles and More Museum opening on April 3, 2021, the Education Committee is proposing that we restart HSTI Luncheon Gatherings in April and May of 2021, break for the summer then restart in September 2021. Attendance numbers will be determined by COVID mandates per 1000 square feet in April.

Luncheons and Speakers: No report

Jingle Bell Ball: Jeff Wenzel

1. This year's ball has been canceled.
2. Michael Nelson spoke with the DJ (which was prepaid from last year). He has agreed to move our deposit to next year.
3. Edna Smith contacted the caterer (Jeff from Beach Shop and Grille) and notified him our event was canceled for this year.

Membership: Janine Stidley

This is the fourth report for the 2020-2021 Membership Year.

Total number of Memberships: 224

Talos Level: 64

Pirate Level: 111 (an increase of 3)

Scotch Bonnet Level: 49

There are no outstanding membership forms, all names have been added, as of 11/09/2020, into the Constant Contact Data System, all "Thank You" notes have been sent (email). HSTI received a donation in the amount of \$75.00 for the Assembly Building Restoration Fund, the donation "Thank-You" has also been sent (regular mail).

Notes:

Here are the numbers from the same month last year, 11/2019

Total Memberships 240

Talos Level: 53

Pirate Level: 110

Scotch Bonnet Level: 77

Autumn With Topsail: Rick Stidley

Autumn with Topsail – The dates for 2021 are 15, 16 and 17 October. Keep your fingers crossed!

Trustees: Steve Smith

1. I have requested 2 companies to quote on setting up the ability to have video/audio streaming from the Assembly Building. Attached is the quote from Glen Pierce. Each quote will have 3 cameras. Two cameras are inside AB and one camera outside on southwest corner of Building. The system can stream wedding events or can manage a conference. This is reason for wireless mics and other equipment including a computer. You can also do educational events from museum by adding another portable camera. The systems will require an operator and will be as turn key as possible to keep learning curve low.

I will forward other quote when I receive.

First estimate from Glen Pierce: \$19,519.01 with 10% fluctuation rate.

2. Need gutter over west side of Assembly Building to avoid mold growth on steps. Will ask Rick to check into it
3. Discussion about memberships decreasing in all community organizations and how we need to maintain our presence in the community. Members need to see value in their membership fees.

Meeting concluded at 10:55 AM.

Next meeting is Dec. 10, 2020 at 9:30.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Virtual Board Meeting Minutes

January 14, 2021

Call to Order: President John Morris called the meeting to order at 9:30 AM.

Members in Attendance: John Morris, Steve and Edna Smith, Ann Tumblin, Michael Nelson, Albert Meyer, Cecile Broadhurst, Gwen Ward, Bobbie Morrison

Minutes: Ann Tumblin

Michael Nelson moved and Albert Meyer seconded that we accept the minutes from December 10, 2020 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison

Balances as of December 30, 2020

CB ck.	\$35,158
Cb MM.	85,761
FC ck.	5,000
Investment.	121,161

Remember the Reverse Raffle deposits are included in the ck balance.

Please keep in mind our December end of month balance of \$34,191 includes \$14,966 for the Reverse Raffle bringing our actual balance down to \$19,225.

Gwen Ward moved and Albert Meyer seconded that we send the treasurer's report to audit. Motion passed.

Both Rose Peters and Gaylene Branton are in the process of caring for family members.

Old Business

- A. **Financial Accountability** – no report
- B. **Strategic Action Plan** - Cecile Broadhurst. Sending job descriptions to governance committee.
Discussion of Disaster Coordinator
Michael Nelson moved and Cecile Broadhurst seconded that we merge the Disaster Coordinator position with the Facilities Manager position and the Facilities Manager will have billable hours for any work done within the role of the Disaster Coordinator. Motion passed.
- C. **Covid 19 Way forward** –Following Governor's orders. Rick Stidley will hold a cleaning day on Jan. 20 and Reverse Raffle with few attendees will be Feb. 20. Will zoom the Reverse Raffle.
- D. **Fundraising** – Reverse Raffle Rick Stidley
We have sold 174 tickets which will generate approximately \$8,000 of our \$10,000 goal to fund the scholarships.
We have 35 tickets out with board members.
Michael Nelson will be in attendance as a Trustee for the zoom event.

New Business

- A. We welcomed Stella Spera as our new Events Coordinator. She explained her goals.
- B. We are working on a single consolidated calendar for everything held in the Assembly Building.
- C. Jean Chartier has offered to help with Gaylene Branton's work while she is busy with family issues.
- D. Tower #2 acquisition: Steve Smith
More questions sent to Kim Quinn. Not ready to make a public announcement.
- E. Training for new system in museum. Needs to be completed with focus on director and assistant director.
- F. Live streaming option for Assembly Building: Steve Smith
Need to continue to look at computer systems that bring us to date with our competition.
- G. Advertising
Stella and Gaylene will work on marketing and returning to instagram and other programs.
- H. Gutter will be installed Feb. 2.

Committee Reports:

Assembly Building: Met with new Events Coordinator, Stella Spera.

Museum:

Echo Books: Publisher sending one paperback book for approval. Planning purchase of 100 paperback copies to be distributed to local stores and museum for resell.

Docks: Butch Parrish

We managed to finish 2020 with a record cash income of \$12,240.

I am projecting \$6,350 partially because of pre-payments in December for 2021, and because of uncertainty about when the commercial fishing rebounds from Covid.

Education: Albert Meyer

1. Committee of Judges for the Scholarship Contest (SC) finalized and reminders of due dates sent to all judges. The Judges include Diane Litchney, Cathy Brown, Sarah Stidley and 3 new judges from Serenity Point, Roberta Zapp, Emily Mott and Allen Dawson.

2. Reminder of due dates and requirements for successful application sent to current High School SC coordinators; Joanna Boyles (THS), Yulissa Balsamo (DHS) and Shannon Grable (Pender Early College). We may need to wave the requirement for a full HS transcript if COVID restrictions require electronic only transfer of information.

3. I would still like to try to have a small luncheon for the awardees on Thursday, April 8th, COVID mandates permitting with AB total number of participants limited.

We discussed the possibility of moving awards ceremony to May and also having it available via of video on website.

4. Discussed possibility of asking candidates who applied for Events Coordinator position if they would be interested in Education Committee Chair.

Luncheons and Speakers: No report

Jingle Bell Ball: No report

Membership: Janine Stidley

Total number of Memberships: 229

Talos Level: 66 (an increase of 1)

Pirate Level: 113 (an increase of 1)

Scotch Bonnet Level: 50 (no change)

There are no outstanding membership forms, all names have been added, as of 1/12/2021, into the Constant Contact Data System, all "Thank You" notes have been sent (email). HSTI-Membership received no additional donations for the Assembly Building Restoration Fund, this month.

Notes:

While we are still accepting HSTI 2020-2021 Membership payments until April, I will be gearing up for the HSTI 2021-2022 Membership drive, so the Membership letters can be sent out in May of 2021. I will still be working with Gaylene on this, but I am trying not to bother her too much.

Programs: no report

Autumn With Topsail: Rick Stidley

Praying we will be able to hold this.

Bingo: Discussed possibility of doing BINGO in cars. Talk to people through car radios. Would need to get permit/license changed. Steve Smith is applying for license so a decision needs to be made. Will discuss with Rick Stidley.

Trustees: Steve Smith, Michael Nelson, Cecile Broadhurts

- A. We had two volunteers from previous years pass away: Monroe Morris and Chuck Honke. They will receive mention in the Buzz and John Morris will send letters to their families.
- B. Michael Nelson updated the phone system.
- C. Cecile Broadhurst discussed the terms of the trustees which is on a 3 year rotating basis.
Dave Stipe's term is complete May 2021
Steve Smith's term is complete May 2022
Michael Nelson's term is complete 2023

We thanked the team who hired our Events Coordinator.

Meeting concluded at 10:35 AM.

Next meeting is Feb. 11, 2021 at 9:30.

Respectfully submitted,
Ann Tumblin
Recording Secretary

Reverse Raffle 2021 Historical Society of Topsail Island

Rick Stidley Report

Overview.

I believe the event was a great success and we exceeded our financial goal of raising \$10,000 to cover our Scholarship Program for 2021. In my opinion, this is a great fundraiser for the amount of volunteer work required. It would have been much more complicated if we would have conducted the drawing in person.

I would recommend we make this an annual event to fund our scholarship program. My only concern would be asking our members and community too often for financial support. Membership, AWT and a reverse raffle might be too much to ask. Timing for events is the key.

Ticket Sales.

By far the biggest challenge of any raffle. Allocating several months to sell the tickets is critical and the price did not appear to be an issue. Participation by all HSTI members, not just board members, in *buying and selling* tickets is vital. I believe that when we get back to having luncheons that will help tremendously.

The Committee.

Events like this are monitored closely by the State and IRS so we cannot make mistakes in accountability and reporting. We must have a committee chairman who is willing to dedicate a few hours every day to make this a successful event. Continuously providing updated financial reports and ticket sales reports to the board of directors is a priority.

If the next raffle includes the in person drawing a much more robust committee will be necessary. Tracking ticket sales, financial accountability, food, bar, facility, decorations, solicitation of secondary prizes, etc. is too much for one person.

Event Schedule.

I think the date for this year's event was perfect. Saturday is the best day of the week to conduct the drawing.

Venue.

The Assembly Building is our obvious choice (rent free) and is a central location. I believe in person attendance will only grow over time.

Financial Report.

We sold 250 tickets at \$100 per ticket = \$25,000

49 of the tickets were purchased using PayPal and we included a \$3 usage fee = \$147

We received a donation of \$500

Our expenses totaled \$148

Our prizes totaled \$9,000

That left us with a balance of \$16,499

Drawing.

Do to COVID - 19 restrictions we were not able to have the in person drawing. The following Historical Society board members and volunteers conducted the drawing:

Rick Stidley: set-up, helped where needed and cleaned-up when finished.

Richard Wood: drew the tickets from the hopper. He is not a HSTI member and did not purchase a ticket.

Albert Meyer: ran the ticket tracking computer software for accountability.

Jane Autry: recorded ticket numbers as they were drawn for added accountability.

Michael Nelson (Trustee): certified the drawing was conducted legally and fairly.

Volunteers arrived at 1200. We verified all ticket stubs were accounted for and placed them in the hopper. Mr. Wood conducted the drawing by picking one stub at a time from the hopper, pausing after every 25th stub to award a consolation prize (25, 50 75, etc.). After 245 stubs had been selected, we verified there were 5 stubs remaining. The final 5 were drawn and the grand prize winner was identified.

The winners were:

\$5,000 – Rebecca Ivey

\$1,000 – Chuck Esserwein

\$1,000 – David Hettinger

\$1,000 – Rich Pollock

\$1,000 – Bill Stevens

Jeff Wenzel Print – Marsha Lewis

One Week Beach House Use – Chuck Esserwein

Local History Prize Package – William Snyder

Wine and Cheese Basket – Dawn Van Bramer

Autumn with Topsail Prize Package – Jen Black

Antique Stoneware Wine Dispenser – Scott Burwell

Golf Outing at Olde Point Country Club – Harold Sill

Bingo Prize Package – Dave Stipe

Golf Outing at North Shore Country Club – Fontaine Gibbons

All winners were sent an email notification and coordination has started for prize pick-up, shipping, or delivery. A message was sent using Constant Contact and Facebook announcing the winners. I packaged paper and digital copies of all supporting documents and filed them in the Assembly Building.

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Virtual Board Meeting Minutes

February 11, 2021

Call to Order: President John Morris called the meeting to order at 9:40 AM.

Members in Attendance: John Morris, Steve and Edna Smith, Ann Tumblin, Michael Nelson, Bobbie Morrison, Dave Stipe, Sue Bankes, Rick and Janine Stidley, Stella Spera, Gaylene Branton. (Gwen Ward was unable to access zoom.)

Minutes: Ann Tumblin

John Morris moved that we accept the minutes from January 14, 2021 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison
Treasurers report as of January 31, 2021

Cb ck. \$40,135
Cb mm. 85,776
Fc ck. 5,000
Investment. 120,505

Remember the Reverse Raffle deposits are included in the ck balance. We will be paying out \$9,000 later this month. Our semi-annual money of \$5000 from the Town of Topsail Beach has arrived.

Gaylene Branton moved and Michael Nelson seconded that we send the treasurer's report to audit. Motion passed.

Committee Reports

Assembly Building: Stella Spera

January, I received eight (8) leads.

- Two of them, the dates were not available at the Assembly Building.
- Closed on four (4) leads:

February 20th, 2021 – 50th Birthday celebration (full payment received)

May 29th, 2021 – 50th Birthday celebration (deposit + contract currently in transit with the post office)

October 8-10, 2021 – Wedding (deposit received)

October 2022 – Wedding (deposit received)

Reserved for Topsail Beach City:

March 15th – Topsail Beach Shred Event on the Assembly parking lot

March 18th – Four Towns Meeting

April/ May currently 4 weddings on the book with more than 60 people.

May 30th Topsail Beach Party.

Stella needs to know if we are still charging the \$300 covid 19 cleaning fee. Yes we are and quote one fee. Do not itemize the quote. Stella will send up the rate information she has. We may need to adjust rates.

Building Maintenance: Rick Stidley

Gutter was installed around the storage room in the back of the building. I will pressure wash and re-stain the deck next week.

Museum:

Rose is dealing with health issues in her family. Not sure if she has ordered the Echoes book.

Dock Butch Parrish

Pender EMS has notified me that they will renew their annual base in June, allowing me to raise the 2021 projection a bit. Expected

Slip 1	0	2000	2000	Mizelle
Slip 2	0	1130	1130	Tiler, renew in April
Slip 3	0	500	500	Miller, Crawford?
Slip 4	0	750	750	Best

Slip 5	0	0	0	Spence, prepaid in 2020
Slip 6	0	900	900	Dave Gardner
Slip 8	0	1500	1500	Pender EMS renew 6/1/21
Slip 9	0	0	0	Jackson prepaid thru 12/31/21
Total		6800	6800	

Education: Written report by Albert Meyer

1. Emails sent to area high school counselors reminding them of the deadline for scholarship submissions is 2/26/2021.
2. Emails sent to volunteer judges for the Scholarship Contest, reminding them that they will receive the blinded copies of the submissions during the weekend of 2/26-2/28 and that their scoring sheets for each submission will be due 3/19/21. We received an email from Mark Litchney, Diane's husband that Diane Litchney, one of our SC judges, has died. Diane was a wonderful person, a regular attendee at our HSTI Luncheons and an eager volunteer. She will be greatly missed.
3. Scholarship Awardees and their counselors will be notified on 3/26/2021.
4. We are still planning on a box luncheon for the Scholarship Awardees on Thursday April 8th at 12 noon. The HS counselors have been contacted and agreed that this day was possible pending COVID restrictions. We plan to have the Board Meeting at this time and Board will be attending the celebration and view the scholarship winners' projects.
5. We would like to contact the Aquarium to set up the Aquarium Program Dates for the summer, pandemic permitting.
6. Sue Bankes has joined the Education Committee and will become Chairperson as of May 1, 2021.

Strategic Action Plan: Governance

Cecile Broadhurst is updating the Disaster Plan.

Jingle Bell Ball: on hold

Luncheon: Gaylene Branton

Will check with Beach Shop and Cora's about the box lunches for April 8, 2021

Membership: Janine Stidley

This is the seventh report for the 2020-2021 Membership Year.

Total number of Memberships: 229

Talos Level: 66 (no change)

Pirate Level: 113 (no change)

Scotch Bonnet Level: 50 (no change)

There were NO new memberships for this month's report. There are no outstanding membership forms, all names have been added, as of 1/12/2021, into the Constant Contact Data System. HSTI-Membership received no additional donations for the Assembly Building Restoration Fund, this month.

Notes:

While we are still accepting HSTI 2020-2021 Membership payments until April, I will be gearing up for the HSTI 2021-2022 Membership drive, so the Membership letters can be sent out in May of 2021. I will still be working with Gaylene on this.

Mini Library: Janine Stidley

Janine Stidley moved and Gaylene Branton seconded that we list our mini library on the World Wide Registration for Mini Libraries. Motion passed.

AWT and Bingo: Rick Stidley

Hopeful. More likely Autumn With Topsail can happen.

Steve Smith announced that our BINGO taxes were filed on time.

Gaylene Branton moved and Michael Nelson seconded that we give permission to Rick Stidley and Steve Smith to request BINGO license for 2021. Motion passed.

Trustees:

Parking: Steve Smith

How do we want to handle/protect our parking lot now that North Topsail Beach is moving toward pay parking and Surf City is considering pay parking?

If we decide to use the lot to charge parking, we would have to amend our business license with the Town. Craft Fair which is every Thursday during the summer gives us a \$500 donation to use our lot.

Gaylene Branton moved and Michael Nelson seconded that we give less than \$500 to Rick Stidley to erect signage indicating that our lot is private and vehicles can be towed. Motion passed.

Investments: We thank Michael Nelson for handling this. We've had good progress this year.

Old Business

Reverse Raffle: Rick Stidley

Reverse Raffle – There are still 16 unsold tickets. That's \$1,600 we will lose from our profit if they remain unsold. Please help if you can.

Due to the current COVID - 19 restrictions we will not be able to have the in person drawing for the reverse raffle. Current directives from the Governor and Topsail Beach officials, along with our obligation to keep our members and community safe, limits the number of people allowed in the Assembly Building at a time. The following Historical Society board members and volunteers will conduct the drawing.

Rick Stidley: set-up, help where needed and clean-up when finished.

Richard Wood: draw the tickets from the hopper. He is not a HSTI member and did not purchase a ticket.

Albert Meyer: run the ticket tracking computer software for accountability.

Jane Autry: record ticket numbers as they are drawn for added accountability.

Michael Nelson (Trustee): certify the drawing is conducted legally and fairly.

We will take down the paypal link on the website and instead say to call Rick if anyone wants to purchase a ticket.

Stella Spera will look into live streaming from Facebook.

White Elephant Sale: Gaylene Branton

On hold

Tower # 2 Acquisition: on hold

Red Cross Blood Drive

Red Cross is looking for a facility where they can hold a blood drive.

Gaylene Branton moved and Michael Nelson seconded that if we are asked, we can make the Assembly Building available for the Red Cross Blood Drive. Motion passed.

Landscaping: Rick Stidley

Our landscaper is no longer interested in providing service. Sanderson has entered a bid. Rick will be meeting with them to discuss.

CARE Relief Fund

We may qualify for covid 19 relief action. We would work through the bank and apply showing loss of income in 2020.

The funds would help to cover salaries and improvements and we would not have to refund the monies.

Bobbie Morrison is busy with 990 submission and IBM grant change and does not have time to allocate for this. John Morris will attempt to help.

Possible addition to museum

John Morris shared information he received that a Congressional Medal of Honor was presented to someone on Topsail Island for service during the Civil War. The person notifying him has a presentation on powerpoint. John will follow up on this information.

Gaylene needs information on memorials for volunteers to have passed away so that they can be mentioned in the Buzz. Edna will send that information. Ann Tumblin will send information about Diane Litchney.

We need plan of action in case the museum can open. Janine will work on that. The historic walking tour of Topsail Beach will be developed with help of Pender County Tourism. Committee is Janine Stidley and Ann Tumblin

Meeting concluded at 10:40 AM.

Next meeting is Mar. 11, 2021 at 9:30.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Virtual Board Meeting Minutes

March 11, 2021

Call to Order: President John Morris called the meeting to order at 9:35 AM.

Members in Attendance: John Morris, Steve and Edna Smith, Ann Tumblin, Michael Nelson, Bobbie Morrison, Dave Stipe, Rick and Janine Stidley, Stella Spera, Gaylene Branton, Gwen Ward, Cecile Broadhurst,

Minutes: Ann Tumblin

Bobbie Morrison moved and Janine Stidley seconded that we accept the minutes from February, 2021 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison

Treasurer Report as of February 28, 2021

CB CK.	\$.	47,958
CB MM.		85,782
FC CK.		5,000
INVESTMENT		\$121,667

The CB checking contains \$10,000 to pay scholarships in summer.

Cecile Broadhurst moved and Gaylene Branton seconded that we send the treasurer's report to audit. Motion passed.

Committee Reports

Assembly Building: Stella Spera

Leads: 5

Booked: 2

1 of the leads the dates were unavailable, and 2 looking for a venue with no set up and cleaning to do.

Booked: Stephens/ Smith wedding reception June 6th. Deposit of \$200 received. (20 people) Total due \$375 (5 hours rental)

Aimee Boes Surprise Birthday party for May 29th. Deposit of \$350 received. Total due \$1,000 (day rental fee)

Booked April 13th Red Cross Blood Drive. City of TB and Red Cross team working on a flyer. Once all completed, we will display one on the outside board and on social media.

Currently in the process to collect full payment for the following events:

\$2,000. Barnes wedding due March 22nd

\$2,000. Almond wedding due March 30th

Full payment received for:

Bowen April 16-18 \$2,300

Davis May 7-9 \$2,300

February 20th, Birthday event – All went well. Client really pleased. Revenue \$400

Building Maintenance: Rick Stidley

Gutter has been installed on the back of the building and I will pressure wash the deck when it warms up. No parking signs are being assembled and will be ready by the end of the month. AC filters will be replaced this month.

Museum:

Rose Peters has been given a leave of absence. The museum computer will be updated and left at the museum.

Janine Stidley will assume Acting Director of the Museum at this time. She is looking at an opening date of possibly April 12 with various restrictions such as limiting numbers and following a specific route in the museum. She will be working with the docents and schedule trainings, etc. Other future additions to the museum being discussed are increasing Ocean

City exhibit, adding Civil War information, and adding Camp Davis information about the three all-black divisions stationed there.

Janine's Information regarding opening the Museum in 2021:

Missiles and More Museum Reopening Plan for the 2021 season

Before the Museum can open:

Informational Meeting March 25th 10:00 hold docent training on March 29th – April 2nd.

Organize a workday so we can get the museum organized, cleaned and ready to open.

Possible opening of the Museum on April 12th and be open five days a week.

Opening the Museum:

Following all CDC guidelines and NC Governor's executive orders. Limited access, masks required, social distancing, hand sanitizer provided upon entering and exiting.

Establish a one-way traffic flow for guests touring the Museum. Ask/Remind guest not to touch exhibits. All interactive exhibits will remain closed to the public, except for the video area (TBD).

Limit number of guests allowed inside the Museum at one time (12 to 20 people, determined by CDC guidelines). Offer the walking tour as an option while guests wait. Provide seating and shade (June and July) to guests while they wait to enter Museum.

Increase the times that the Museum is open. Start with established times 2:00pm to 5:00pm, then add an 11:00am to 2:00pm shift if needed.

Additional things to think:

Provide an alternate way for guest to pay for items from the Gift Shop items or make donations to the Museum.

Charge an entry fee to visitors to the Museum. Fees will be \$1.00 for visitors 16-69 and free for 0-15 and 70 to infinity.

Dock: Butch Parrish

Dock revenue in February was \$1,600. All slips are rented for the summer, with off season availability only remaining on slip 4. We do have the possibility to tie up a small craft on the seawall on the east side of the pier.

Education: Written report by Albert Meyer

1. 16 Scholarship Submissions for the 2021 HSTI Scholarship Contest were collected on Friday February 26th; 12 from Topsail HS, 2 from Dixon HS and 2 from Pender Early College HS; 8 essays, 5 works of art and 3 poems.

2. Submissions have been sent electronically and for some via hard copy to our 5 judges along with appropriate scoring grids.

3. The education chair has reviewed all submissions to ensure that all required materials were submitted by the contestants.

4. With the pandemic there were some challenges, viewing the art work directly. Each piece was better in direct view than a copy. Three of the five judges have viewed the art work directly, one has assigned a local proxy and one is scheduled to view later this week.

5. 16 point scoring sheets are due from the judges on March 19, will be compiled during the week of March 22nd and awardees and their school counselors will be informed by the Education Chair on Friday March 26th.

6. Those students who have competed but were not awarded a scholarship will be contacted by the education chair, thanked for their participation and praised for their historically relevant submission.

7. A box luncheon is scheduled for the Assembly building on Thursday April 8th from 12 noon to 1 PM. Awardees, their parents and their school counselor will be invited in addition to the HSTI BOD and the Trustees.

8. Sue Bankes has contacted the Fort Fischer Aquarium and they are able to put on their 6 week summer program this summer pending AB availability.

Governance: Cecile Broadhurst:

Slate of Officers will be presented by the Trustees at April meeting to be voted on and installed at May meeting.

Jingle Bell Ball: no report

BINGO: Rick Stidley

The current COVID restrictions allow us to have 75 people in the building and I feel confident that number will increase in the coming months. That's roughly 50% of our normal capacity. If we simply reduce the per game prize money by 50% we should be able to still make a profit. I believe most folks come to have fun, not make money. I don't see any reason, barring a turn for the worse concerning COVID, that we can't have Bingo this summer.

Autumn With Topsail: Rick Stidley

Special events application is with the Town of Topsail Beach for approval. Have started dusting off everything from 2019 and updating. Vendor applications are on the web site and we have received over 50 thus far. More updates as we move forward.

Luncheon: Gaylene Branton

Will check with Beach Shop and Cora's about the box lunches for April 8, 2021. Hopefully we can begin luncheons in September. Gaylene will get prices from Beach Shop and will talk with Cathy Brown about possible speakers.

Membership: Janine Stidley

This is the eighth report for the 2020-2021 Membership Year.

There is no change from last month's report. There are no new memberships, and no additional donations to report.

Total number of Memberships: 229

Talos Level: 66 (no change)

Pirate Level: 113 (no change)

Scotch Bonnet Level: 50 (no change)

Notes:

HSTI is still accepting 2020-2021 Membership payments until April 1st, I am gearing up for the HSTI 2021-2022

Membership drive, the Membership letters will be sent out in May 2021. I am working with Gaylene on this.

Mini Library: Janine Stidley

The mini library is now registered with the World Wide Registration for Mini Libraries.

Trustees:

No further information on acquisition of Tower #2. It is in the hands of Queen's Grant Home Owners.

Old Business**Reverse Raffle: Rick Stidley**

In my opinion the event was a great success and we exceeded our financial goal. This is a great fundraiser for the amount of volunteer work required. However, it would have been much more complicated if we would have conducted the drawing in person. I would suggest we make this an annual event to fund our scholarship program. My only concern would be asking our members and community too often for financial support. Membership, AWT and a reverse raffle might be too much to ask.

We sold 250 tickets at \$100 per ticket = \$25,000

49 of the tickets were purchased using PayPal and we included a \$3 usage fee = \$147

We received donations totaling \$2,000

Our expenses totaled \$148

Our prizes totaled \$9,000

We committed \$10,000 to our scholarship fund

That left us with a balance of \$7,999

White Elephant Sale: Gaylene Branton

On hold

Tower # 2 Acquisition: on hold

Nothing to be mentioned publically.

Landscaping: Rick Stidley

Our landscaper is no longer interested in providing service. We have accepted a bid from Sanderson.

New Business**Discussion of Assembly Building Rental Rates: Stella Spera**

Stella will write a proposal.

Historic Walking Tour of Topsail Beach: Ann Tumblin

The walking tour will be on PocketSights app and will visit 13 places within a one mile walking tour. This tour will be listed on the signs outside the museum and could be something for visitors to do while waiting in line to access the museum.

Marketing Gaylene Branton

Our TV commercial which is also on Facebook has received some interest. We can repost it for \$750 to run for 3 months. Gaylene Branton moved that we repost the commercial for April, May and June and John Morris seconded it. Motion passed.

Gaylene Branton moved that we renew our banner for the Surf City Recreation Fields for \$100. Motion passed.

Meeting concluded at 10:50 AM.

Next meeting is April 8, 2021 at 9:30 at the Assembly Building with box lunches and reports from the Scholarship Winners.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Board Meeting Minutes

April 8, 2021

Call to Order: President John Morris called the meeting to order at 10 AM.

Members in Attendance: John Morris, Edna Smith, Ann Tumblin, Michael Nelson, Rick and Janine Stidley, Stella Spera, Gaylene Branton, Gwen Ward, Cecile Broadhurst, Sue Bankes, Albert Meyer, Cathy Brown.

Minutes: Ann Tumblin

Cecile Broadhurst moved and Albert Meyer seconded that we accept the minutes from March 11, 2021 meeting. Motion passed.

Treasurer's Report: Bobbie Morrison

Treasurer report as of March 31, 2021

CB CK.	\$48,194
FC ck.	5,000
CB MM.	85,790
Investment	122,320

The CB checking contains \$10,000 to pay scholarships in summer.

Gaylene Branton moved and Cecile Broadhurst seconded that we send the treasurer's report to audit. Motion passed.

Committee Reports

Assembly Building: Stella Spera

March we had 7 leads and closed on 2.

- Kay McCloskey is a member and reserved August 7th (day rental)- rental fee \$750
- Pamela Winters member of HSTI (gave a donation of \$1000 last year regardless she had to cancel her event due to covid19) is schedule for July 16th, annual family reunion. 4 hours rental. \$250

Different reasons on why I could not close on the other leads. (dates not available, bride really wanted to be ocean front, commercial advertisement and needed a military aircraft with the rental.)

We also cancelled a wedding for May 14-16. Since client cancelled less than 8 months prior the event per contract, we are retaining the \$500 deposit.

Worked on collecting full payments for few upcoming events. See attached file, all entries in green are paid in full.

March: 03/15 Topsail Beach Shredding Event
03/18 Four Towns meeting
03/23 Emma Anderson

Upcoming events in April: 04/13 Blood drive by the Red Cross
04/16-18 Bowens wedding
04/22-24 Barnes/ Watts wedding
04/30-05/01 Almond wedding

Building Maintenance: Rick Stidley

Signage for parking being installed.

Museum Report: Janine Stidley

Missiles and More Museum Report 4/8/2021

Target date to the open of the Missiles and More Museum is April 12, 2021 and will be open five days a week, from 2:00pm – 5:00pm. We are going to limit number of guests allowed inside the Museum at one time (25 adults). Starting June 1, 2021, the Museum will be open six days a week (M-S) from 11:00am-5:00

February/Early March

Ann Tumblin developed a **Historical Walking Tour of Topsail Beach**. It is now available at pocketsights.com. When anyone in this area downloads the app from pocketsights on their phone, the tour will immediately download, and they can

follow. The tour begins at the Assembly Building and goes to 13 sights and is about 1 mile walking. At each site, the tour explains a little of the history of that sight and usually includes a picture of that sight during the early days of Topsail Beach. We hope it will be helpful as an alternative to waiting in line for the museum. It also can be used when the museum is closed. Information about how to find the tour will be posted outside at the Assembly Building and on our website. *Ann Tumblin did an excellent job developing this tour, and getting it up and running, Thank you Ann.

Begin to arrange the M&MM in chronological order, to make it easier for the public to traverse through the exhibits with the one-way flow and to make it easier for docents to learn the information. It is a work in progress.

Begin forming the Missiles and More Museum Steering Committee, to consult, advise, and discuss the future of the HSTI MM&M. Already have a treasurer and several docents have already agreed to be on the committee. The committee needs to have about 9-11 members.

March

24th 10:00am-12pm Museum Workday, 16 people showed up to get the Museum ready to open, with a few people staying until 2:00pm. Some of the items that we worked on, arranging museum exhibits in chronological order, repairing (to the best of our ability) exhibits, removing and/or replacing the sticky backs of exhibits to get them ready to be rehung, cleaned, and arranged the gift shop area. Another workday is scheduled for April 7, 2020 11:00am-1:00pm, people can sign-up online.

25th 2:00-5:00pm Informational Meeting. 12 people some new docents and some returning docents. I introduced myself and explained the situation with Rose Peters. Explained all the changes made at the museum, CDC covid guidelines and NC Governor's executive orders, new museum flow (one way) and procedures. Had them sign up for a docent training session or they could also sign up online.

29th -April 2nd 11:00am-12:30pm and 1:00-2:30pm Docent training which included exhibit information, daily operating procedures and Point of Sale tutorial. No training session were held on 1 April. All future docent training will be held during museum hours of operation, as "On the Job Training" with me (a few new people have already signed up for this).

Dock: Butch Parrish

We remain fully booked for the summer. We received \$200 in rent this month, which was what we expected. A renewal lease has been sent to Pender County, and we expect to receive \$1,500 from them in the next few weeks. In the past month we have become aware that we have a relatively recent silting problem around the docks. I have attached a couple of pictures taken at low tide during the full moon. Silting has made slip 4 unusable during this tide, and the ability to access slips 5 and 9 is becoming difficult. Dave Gardner's boat, the Queen Jean, draws 5 feet of water to run. When I took the pictures I measured the water depth at her stern and recorded precisely 5 feet. Water depth under the Nauti Pirate was 7 feet. I began looking after the Historical Society docks 16 years ago. For the past 16 years, our water levels have been 8-10 feet at low tide on both sides of the large floating dock, and the depth at low tide for slip 4 has been about 2 feet. The silting phenomena appears to have occurred over the past year. It definitely threatens a large portion of our slip rental income. We have begun the process of developing a dredging strategy. We know that we will need a major CAMA permit, requiring several months to obtain. I have spoken with our CAMA officer and asked for and received the necessary permitting application.

The first obstacle we need to resolve in order to obtain a permit is to find and designate a site on which to place the dredge material. (For awareness, on a ¼ acre lot near a usable boat ramp, we would need to place about 1 foot of sand on the entire lot.) Dredge costs will be \$50 per yard on the inshore side of the dock, and \$70 per yard in the deeper water on the sound side. My very preliminary guess of the yardage we need to remove is a minimum of 275 yards, up to 400 yards, at a cost of \$17,000 to \$24,500. I am just getting started on developing a complete solution to the problem, so these estimates are very rough. I will develop a specific proposal and budget for the board in the next few weeks. At present I need acquiescence from the board to contact the Town and 1 property owner regarding the use of boat ramps or sound property without a seawall to use for unloading sand from the dredge, and to begin to contact likely property owners willing to accept free sand as fill on their lots. I think we can make it through the summer without having to refund any monies to customers, although slip 4 may be problematic. The real financial impact should not be felt until 2022. I will not be able to attend the meeting on Thursday due to a physical therapy appointment. Rick will be there to address this item.

Rick Stidley moved and Michael Nelson seconded that we permit Butch Parris to investigate the possibility of dredging around our docks. Motion passed with one opposed.

Education: Albert Meyer

1. The Scholarship Awardees for 2021 are: First Place Lauren Coursey from Topsail HS for her Art Presentation "A Digital Painting of Operation Bumblebee", meriting a \$4000 Award and tied for Second Place Erin Harvey from Pender Early College HS for her Art Presentation of "Painting of Topsail Tower 3#" and Taylor Barnhill also from Pender Early College for her Art Presentation of "Wilmington Weldon Railroad"; each meriting a \$3000 Award.
2. These art pieces will be on display at the Awards Luncheon in the Assembly Building at 12 noon in the Assembly Building on Thursday April 8th after the BOD meeting. Awardees have been invited to make brief Power Point Presentations informing those present what they have learned, a little about themselves and their plans for the future. A special thank you to Gaylene Branton and Sue Banks for their efforts in having our first Luncheon in over 1 year. Also, a special thanks to anonymous donors who are partially financing luncheon expenses.
3. The 3 Awardees and the 13 other participants in this year's scholarship contest have been contacted via email, thanked for their hard work and participation and invited to partner with Janine Stidley and the Missiles and More Museum to attend the Museum as it opens and present their projects to Museum visitors.
4. We are very excited that Sue Banks will become the next Chair of the Education Committee and is scheduled to start this role on May 6th. She is very interested in intergrading our education efforts with local community organizations and schools in an effort to expand awareness of Topsail Island's rich and varied historical impact on this region. Thank you Sue for your energy and fresh perspectives!

Governance: Cecile Broadhurst:

No report other than needing a trustee to replace Dave Stipe.

Jingle Bell Ball: Jeff Wenzel

Planning to have the JBB this year.

BINGO: Rick Stidley

Steve Smith is in process of applying for permits from the state. Requesting extra dates in fall if we decide to use them. Brochure attached. With restrictions today, we can permit 125 in the building. Because of lower number, we may need to reduce the prize money.

Autumn With Topsail: Rick Stidley

Going as planned

Luncheon: Gaylene Branton

Albert Meyer moved and Janine Stidley seconded that we resume luncheons on Sept. 9, 2021. Motion passed.

Possible programs for fall include Bird identification, Ghost Walk clips.

Gaylene Branton moved and Rick Stidley seconded that we move the October luncheon to Oct. 7, 2021 to avoid conflict with Autumn With Topsail.

Membership: Janine Stidley

Historical Society of Topsail Island, Membership 2020-2021 report, as of 4/08/2021

This is the ninth report for the 2020-2021 Membership Year.

There is no change from last month's report. There are no new memberships, and no additional donations to report.

Total number of Memberships: 229

Talos Level: 66 (no change)

Pirate Level: 113 (no change)

Scotch Bonnet Level: 50 (no change)

Notes:

HSTI/Membership is no longer accepting payments for the 2020-2021 Membership Year. All payment made from this date forward will be credited to the HSTI 2021-2022 Membership Year. My team and I are working on the HSTI 2021-2022 Membership drive, the Membership letters and Applications will be sent out mid-May 2021.

Old Business**Trustees:**

No further information on acquisition of Tower #2. It is in the hands of Queen's Grant Home Owners.

Old Business

Books for museum

Rick Stidley moved and Gaylene Branton seconded that we purchase 250 soft back Echoes of Topsail from publisher at \$7 a book (@\$1900). We will sell books to community stores at \$10 per book and we will price books in the museum at retail \$15.95 Motion passed.

Rental Proposal

Proposal for 2021/2022 rates March to end of October

Function: Weekend – 3 day event (Fri/ Sat/ Sun): \$2,300 (\$500 security deposit)

Function: 1 day event (Mon/ Tues/ Wed or Thurs): \$1,000 (Non-members) \$750 (HSTI member or non-profit/ Tax Exempt) (\$350 security deposit)

Function: 6 hours rental (Mon/ Tues/Wed or Thurs): \$600 (non-members) \$450 (HSTI Member or non-profit/ Tax Exempt) (\$200 security deposit)

****Large events (parties, weddings, receptions) scheduled during weekdays, will require weekend prices. ** 1 day event and 6 hours rental request for Fri/ Sat or Sun, available only up to 60 days prior to the event, based on Assembly Building availability.**

November to end of February

Function: Weekend – 3 day event (Fri/ Sat/ Sun): \$1,900 (\$500 security deposit)

Function: 1 day event any day of the week: \$1,000 (non-Members) \$750 (HSTI member or non-profit/ Tax Exempt) (\$350 security deposit)

Function: 6 hours rental: \$600 (non-members) \$450 (HSTI Member or non-profit/ Tax Exempt) (\$200 security deposit)

****Large events (parties, weddings, receptions) scheduled during weekdays, will require weekend prices.**

Albert Myer moved and Rick Stidley seconded that we adopt Stella's proposed fees. Motion passed.

New Business

Albert Meyer moved and Gaylene Branton seconded that we open the museum on April 12 and follow the schedule proposed by Janine Stidley. Target date to the open of the Missiles and More Museum is April 12, 2021 and will be open five days a week, from 2:00pm – 5:00pm. We are going to limit number of guests allowed inside the Museum at one time (25 adults). Starting June 1, 2021, the Museum will be open six days a week (M-S) from 11:00am-5:00 Motion passed.

Turtle Hospital Request: Sue Bankes

Turtle Hospital is considering having weekly Monday morning information sessions outside the Assembly Building. John Morris moved and Janine Stidley seconded that the exterior of the Assembly Building would be available for the use of the Turtle Hospital if they decide to have their morning sessions to educate public about the turtle project. Motion passed.

Meeting concluded at 10:50 AM.

Next meeting is May 13, 2021 at time TBA at the Assembly Building.

Respectfully submitted,
Ann Tumblin
Recording Secretary

HSTI Executive Committee Minutes

Zoom Meeting May 6, 2021

Meeting called to order 10 AM

Present: John Morris, Edna and Steve Smith, Michael Nelson, Albert Myer, Bobbie Morrison, Cecile Broadhurst

Executive Committee recommendations on topics discussed

1. Accountant
Recommended: Engage a new accountant. Michael Nelson volunteered to research local firms.
2. Dredging docks
Recommended: Support Butch Parrish in pursuing necessary permits in the event dredging is needed.
3. Museum
Recommended: Janine Stidley to be made Acting Director through 2021.
4. Dick Peter's Memorial: Flowers will be sent to Rose from the Board.
5. Member discounts
Recommended: Review by marketing committee for suggestions on discount logistics
6. Assembly Building plumbing
Recommended: Plumbing must be in working order and is being repaired.

Minutes recorded by Edna Smith

HISTORICAL SOCIETY OF TOPSAIL ISLAND

Board Meeting Minutes Zoom Meeting

May 13, 2021

Call to Order: President John Morris called the meeting to order via of zoom meeting

Members in Attendance: John Morris, Janine and Rick Stidley, Edna and Steve Smith, Gaylene Branton, Albert Meyer, Sue Bankes, Stella Spera, Cecile, Broadhurst, Butch Parrish, Bobbie Morrison.

Minutes: Ann Tumblin

Minutes were adopted

Treasurer's Report: Bobbie Morrison

Balances at end of April 2021

CB CK.	52,092 (10,000 to be paid in May for scholarships)
FC CK.	5,000
CB MM.	85, 797
INVESTMENT.	124,553

Truly wonderful to see the rentals piling in again! And the old building getting a new life!

Treasurer's report was adopted.

Committee Reports

Assembly Building: Stella Spera

Total of \$6,300 in revenue for the month of April

Leads: 6 (leads came from Topsail residents and web search).

Closed on: 4 (one being a lead from January)

2021 July 23-25 Wedding Dorencamp \$2,000 (Client inquired about the AB back in January and I quoted her \$2,000. Therefore I honored the rate).

- 2021 November 13-14 Dave Gardner \$600 rate approved by Mayor Smith. Deposit waived.
- 2022 August 12-14 Mr. and Mrs. Blanchard 50th Wedding Anniversary \$2,300
- 2021 July 26 - Family reunion Mr. Quinn – ½ day rental \$600

Total booked: \$5,500

Pending booking:

- 2021 June 22 - ½ day rental \$450 and purchasing the \$150 Membership.

(Would like to ask if we could limit only Talos level members to receive the AB Rental discount.)

- 2022 May 11 – NT Ladies Fashion Show

Cancellation:

- Santos 2021 June – Security deposit refunded.

Currently we are holding \$8,300 in security deposit on all confirmed contracts.

We have now new rack brochures and a nice retractable banner displayed in the museum.

I gave rack brochures to the Chamber of Commerce of Surf City.

Building Maintenance: Rick Stidley

Continuing to work our plumbing issue and will have an estimate sometime this week. All items to replenish our disaster response kit has been purchased and stored.

The pipe to the downstairs toilet has stated to collapse due to a large dip. The pipe will need to be replaced and the bathroom and storage room will be affected. Estimated cost is \$10,000

Museum Report: Janine Stidley

Docent Training: 4/2/21; 4/16/21; OTJ Docent Training April 19,20,22,23,26,27 & 30

2nd Museum Workday 4/7/21 11:00am-2:00pm

Museum Opened 4/12/21 2-5pm The Missiles and More Museum is now open M-F from 2:00 – 5:00pm. The number of guests is limited to 25 adults inside the Museum at one time. Starting June 1, 2021, the Museum will be open six days a week (M-S) from 11:00am-5:00pm

Ann Tumblin developed our **Historical Walking Tour of Topsail Beach**. It has gotten favorable reviews from visitors to the museum. Docents are reminding guests that it is now available at pocketsights.com. It is a great addition to the museum and can be used when the museum is closed or even this summer when there may be a wait to get into the museum. Information about how to find the tour will be posted outside at the Assembly Building and on our website.

*Thank you again Ann Tumblin, who did an excellent job developing this tour.

The museum is now arranged in chronological order. There are still a few things that need to be moved, but Rick is working on those. There is a one-way traffic flow with arrows placed on the floor and stop signs to remind everyone to move in one direction when traversing the museum.

The Missiles and More Museum Steering Committee, now has a treasurer and six committee members. Hopefully, we will be able to meet sometime later in May/first part of June. Anyone who wishes to be on the M&MM Steering Committee please let me know. The purpose of this committee is to consult, advise, and discuss the future of the HSTI MM&M.

The David Stallman Book, *Echoes of Topsail*, has been shipped. Will advise when I receive them.

Presold 36

April's Deposit: \$503.00

Donations: \$387.00

Money Inside the Drop Box from 2019 Sales: \$90.00

Sales: Cash \$26.00 & Card \$39.44

Number of Guest: 217 (3 Weeks of M-F 2-5pm)

Dock: Butch Parrish

Our slip rental status is shown below. No material changes from last month. For general information I have attached a history of the dock rental business, and a short status on the dredging project. When the town opened up the channel two years ago, it allowed the tide to move faster past the Assembly Building and due to the rapid tide, houses now project further out into the water. And direct eroding away from the properties is now coming towards our building. Three of our slips are affected. Certified letter receipts allow the dredging application to be made. A cost/benefit rational was presented to the board. (Ann's note: The history of the dock rental business is printed to include in the minutes.)

Education: Albert Meyer

1. On April 8th, we held our Awards Luncheon for our Scholarship Contest and 3 Awardees attended with their parents and school counselors. Each gave a power point presentation telling all present (which included Board Members, Trustees and Scholarship Contest Judges) about their scholarship submission, what they learned and a little about themselves and their plans for the future. A special "Thank You" to Rick Stidley for organizing the reverse raffle drive in February which raised money to support the scholarships. Also a special "Thank You" to Gaylene Branton and Sue Bankes who planned the luncheon and to the anonymous donor who made the free lunch possible.

2. Bobbie Morrison has informed me that the Scholarship Awardees have all submitted the information needed for her to make the college disbursements. Thank you Bobbie for helping this process run so smoothly.

3. Sue Bankes and I met on May 6th and discussed in some detail her role as the new Education Committee Chair effective May 8th. Thank you Sue for your involvement and enthusiasm.

I have enjoyed my time as Education Chair and look forward to continued work with Sue in the coming year as well as work with Cathy Brown and Gaylene Branton as we plan our HSTI Programs and Luncheons for the 2021-2022 Calendar year in my role as Vice President.

Governance: Cecile Broadhurst:

A new organizational chart has been developed with Butch Parrish (dock manager) reporting directly to the President and Rick Stidley (Assembly Building manager) no long reporting to the President.

Jingle Bell Ball: Jeff Wenzel

Planning to have the JBB this year.

Membership: Janine Stidley

Historical Society of Topsail Island, Membership 2020-2021 report, as of 05/11/2021

This is the first report for the 2021-2022 Membership Year.

Total number of Memberships: 4

Talos Level:

Pirate Level: 1

Scotch Bonnet Level: 3

Notes:

Membership Renewal Letters go out this month.

Last month's report

Final membership count for HSTI Membership Year 2020-2021

Total number of Memberships: 229

Talos Level: 66 (no change)

Pirate Level: 113 (no change)

Scotch Bonnet Level: 50 (no change)

Discussion followed that individuals should be encourage to pay the \$150 membership fee as it comes with membership discounts including purchases from the museum. A motion was made that discounts for Assembly Building rentals only be given to Talos Members (\$100 to \$750 all day rental and \$600 to \$450 for a six hour rental. Motion passed. The reduction in fee would be a hard number rather than a percentage of a reduction.

BINGO: Rick Stidley

Bingo will begin June 3. Flyers have been sent to all rental companies.

Autumn With Topsail: Rick Stidley

Going as planned

Luncheon: Speakers: Cathy Brown

Luncheon and speakers will begin in September 2021

Old Business

Trustees:

Nothing new about Tower #2.

New Business

Museum

Echoes books: Janine will ask several stores if they want to purchase copies.

The museum has a new video on the Civil War history. A touch button is used for specific topics.

Timeline for the Museum Director has been made. It is recommend that Janine Stidley be the Acting Director for 2021. It will then be revisited at the end of the year.

Gaylene Branton moved that a 10% discount for all members in the gift shop of the museum be approved. Edna Smith Seconded the motion. Motion passed.

Trustees

A new trustee will be needed to replace Dave Stipe. Names will be submitted and a vote taken. Cecile Broadhurst stated that a formal process with written criteria will be developed for the future.

Respectively submitted,

Sue Bankes (Substitute Recording Secretary for May 13, 2021 meeting)

Recorded by,

Ann Tumblin

Recording Secretary