

Minutes of the Patriots Point Development Authority 535th Board Meeting, 9:30 A.M., Friday, January 27, 2023, Leadership Training Facility, Patriots Point Naval and Maritime Museum, Mt. Pleasant, South Carolina.

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MEMBERS PRESENT: Wayne Adams, *Vice Chairman*  
Susan Marlowe  
Zeb Williams  
Pat Waters  
Mayor Will Haynie  
Darwin Simpson

STAFF PRESENT: Mac Burdette, *Interim Executive Director*  
Chris Coleman, *Director of Information Technology*  
Chris Hauff, *Marketing/Group Sales Director*  
Gina Zahran, *Visitor Services Director*  
Keith Grybowski, *Education Director*  
Meredith Kablick, *Museum Director*  
Nick Magar, *Finance Director*  
Terry Ansley, *Property Manager*  
Aaron Franklin, *Education FLAC*  
Hannah Giddens, *Education Program Coordinator*  
Bianca Bourbeau, *Operation Overnight Manager*  
Tamara Green, *EIA Coordinator*  
Catie Turner, *Assistant to the Interim Executive Director*

OTHERS PRESENT: Allison Hunt, *USS Yorktown Foundation*  
Bill Craver, *legal counsel*  
Brandon Dermody, *The Southern Group*  
Chauncey Clark, *USS Yorktown Foundation*  
Cindy Lee, *USS Yorktown Association*

Vice Chairman Wayne Adams called the meeting of the Board to order at 9:30 A.M.

Prior to the meeting, a copy of the proposed agenda was distributed via email to the Board members, media and designated guests.

**A. APPROVAL OF AGENDA**

Mr. Adams asked for any changes to the proposed agenda. He inserted a new item — Personnel Action — as Item E. Agenda stood approved.

**B. APPROVAL OF PREVIOUS MINUTES**

Mr. Adams asked for any changes to the minutes presented. The minutes were approved with no changes.

### **C. MUSEUM SERVICES AND EDUCATION REPORT**

Susan Marlowe introduced Keith Grybowski to report on the education department news and staff. Mr. Grybowski praised staff members Hannah Giddens, Education Program Coordinator; Aaron Franklin, Flight Academy; Tamara Green, EIA Coordinator for their excellent work. Mr. Grybowski gave an update on upcoming the Flight Academy Aviation Competition (AviCom). The competition involves ten schools from Upstate South Carolina competing against each other. The Flight Academy will serve as the center for AviCom going forward. In addition, the Flight Academy curriculum will be proposed to the State of South Carolina to be incorporated into statewide high school curriculum in 2024. Mr. Grybowski also reported that the Education department is fully booked with education tours from February through May.

Mrs. Marlowe discussed the use of EIA and reserve funds to upgrade museum exhibits and combine with education department initiatives. Mrs. Marlowe reported three documents for board review that will also be sent to the Smithsonian and the American Alliance of Museums to show the museum's cooperation with national policies. The plans are for a "Collections Management Policy", a "Museum Disaster Preparedness and Recovery Program", and a "Code of Ethics." Zeb Williams will assist in editing and review.

### **D. FINANCE COMMITTEE REPORT**

Finance Committee reporting. Darwin Simpson summarized the finance report (see attached).

### **E. PERSONNEL ACTIONS**

Mr. Adams asked for a motion to approve the new executive director. Mr. Waters moved to hire Allison Hunt and Mrs. Marlowe seconded the motion which pass unanimously. Interim executive director Mac Burdette will remain on board through the transition.

### **F. EXECUTIVE DIRECTORS REPORT**

Mac Burdette opened the floor to Chris Hauff who proposed a Virtual Reality Attraction. Mr. Hauff described the ease, affordability, and increased profit margin of adding a new simulator in addition to the current capsule on display. The additional income will increase net profit to up to \$250,000 per year from both attractions combined. Mr. Burdette requested board consideration for the matter and asked Mr. Hauff to bring back the proposal for a board vote in February.

Mr. Burdette reported the departure of Camping Manager Sarah Edmiston. Gina Zahran introduced the new Camping Manager, Bianca Bourbeau.

Mr. Burdette reported an estimated 10,000 campers and \$1.2 million dollars of revenue, based on reservations, from the camping program from June 2022 through June 2023.

Mr. Burdette opened the floor to Mr. Hauff who introduced the new Public Information Director, Mary Edwards.

Mr. Burdette reported on the return of the ship's mascot, Scrappy, at the Mascot Mania Stingrays game. The employee search for the mascot and mascot assistant is ongoing.

Mr. Burdette announced Mike Sudzina's Celebration of Life in February and presented the busy event schedule through the spring. He reported that March, April, and May will have a huge impact on staff through events such as the Congressional Medal of Honor Week, Vietnam Veterans Day, the 80<sup>th</sup> Anniversary, Charleston Race Week, etc. Meredith Kablick presented the new All Who Served: The Uniforms of World War Two exhibit. This exhibit will debut during the 80<sup>th</sup> anniversary week and includes loans from the Marine Corps Museum, the U.S. Army Historic Center, the Charleston Museum, and potentially the Charleston Air Force Base.

Mr. Burdette also reported that Mike Hastings and the Operations department is working with the Operation Overnight staff to develop a dry and cold food storage system for overnight campers. Mr. Hastings is also leading the restoration of the Apollo capsule.

Mr. Burdette presented a favorable update to the environmental assessment with the Office of Resilience. The initial report will be finished in two months and the entire assessment is estimated to be finished by September 2023.

## **G. PUBLIC COMMENTS**

There were no public comments.

## **H. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING CONTRACTUAL, LEGAL, PERSONNEL MATTERS PERTAINING TO PATRIOTS POINT DEVELOPMENT AUTHORITY.**

Mr. Simpson moved to go into Executive session to discuss contractual, legal, and personnel matters at 10:20 A.M. Mr. Waters seconded. The vote was unanimous.

Members returned from Executive session at 11:20 A.M. with no votes taken.

Mrs. Marlowe moved approval of the resolution "Extended Agreement to Amend and Restate Lease Agreement and to Consent to Battery Soccer Agreement for One Year with the College of Charleston" and "The Temporary License Agreement with HCFC, LLC." Mr. Waters seconded and the resolution passed unanimously. The resolution is attached.

Mayor Will Haynie moved approval of "The 6<sup>th</sup> Amendment to the Option to the Lease Agreement with the Congressional Medal of Honor Museum Foundation" which will extend the option to July 22, 2024 in accordance to the written document that was reviewed. Mr. Waters seconded the motion. The motion passed unanimously. The resolution is attached.

Mr. Simpson moved approval of the resolution “Approval of the Amendment and Restated Deed Conservation Easement with the South Carolina Department of Natural Resources” as described in the attached document. Mr. Waters seconded the motion which passed unanimously. The resolution is attached.

Mr. Simpson moved approval of the resolution “Approval of the Execution of Patriots Point Development Authority of the Town of Mt. Pleasant Property Owner and Acknowledgement for Applications to Boards and Commissions.” Mr. Waters seconded the motion which passed unanimously. The resolution is attached.

**I. NEXT SCHEDULED PPDA BOARD MEETING, FEBRUARY 17, 2023**

With no further business, the meeting was adjourned at 11:30 A.M.

Respectfully submitted,

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Catie Turner, *Interim Recording Secretary*

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Mac Burdette, *Interim Executive Director*