

Minutes of the Patriots Point Development Authority 524th Board Meeting, 9:30 A.M., Friday, November 19th, 2021, Leadership Training Facility, Patriots Point Naval and Maritime Museum, Mt. Pleasant, South Carolina.

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

MEMBERS NOT PRESENT:

STAFF PRESENT: Rorie Cartier, *Executive Director*
Nick Magar, *Chief Financial Officer*
Mike Hastings, *Operations Director*
Lori Held, *Ops Admin. Assistant*
Keith Grybowski, *Education Director*
Sarah Edmiston, *Overnight Program Director*
Chris Hauff, *Marketing*
Katisha Beanland, *Marketing*
Cole Futch, *IT Director*
Mayci Rechner, *Marketing*
Ranae Alston, *Human Resources*
Terry Ansley, *Property Management Director*

OTHERS PRESENT: William Craver, *Legal Counsel*
Allison Hunt, *Yorktown Foundation*
Thom Ford, *Volunteer Coordinator*

Mr. 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 electronic mail to the Board members, media and designated guests.

Mr. Wayne Adams welcomed everyone to the Board meeting.

A. ADOPTION OF THE PROPOSED AGENDA.

Mr. Wayne Adams asked for any changes to the proposed agenda. There were no changes. The agenda was unanimously approved as presented.

B. APPROVAL OF PREVIOUS MINUTES

Mr. Wayne Adams asked for any changes to the minutes presented. There being no proposed changes, the minutes were unanimously approved as presented.

C. COMMITTEE REPORTS

Finance Committee - Mr. Darwin Simpson reported that last month was good with operating income of \$575,000. Paid attendance for the fiscal year was 50,000 paid attendees over the same period for the prior fiscal year with total revenues from July thru October of \$4,900,000, which was \$2,200,000 higher than the prior year. We have \$9.3 million cash and cash equivalents and capital reserve on hand. The Gift Shop had \$850,000 in sales in October. Overall all revenues are up.

D. EXECUTIVE DIRECTOR'S REPORT

Mr. Rorie Cartier reported the following:

- All tenants are current.
- The College of Charleston plans to improve its Patriots Point athletic facilities.
- Staff are working to move from landside facilities to the Yorktown.
- We are still is waiting on confirmation of Authorization for the American Financial Group Settlement.
- October attendance was strong with 22,770 visitors. The 5 year average is 18,390.
- Education is starting to pick up. Over the last month, we have received 30 requests to register for virtual programs in the spring. This year, in order to receive our books, teachers or schools will have to request the books from us. This will help us track who is actually using the books. Currently we have about 10,000 students scheduled to receive the books. Education is also developing new material to engage new school visit groups.
- Overnight program had its first trial run November 14th. There were 47 people on board. We had a great response from this group. Sarah and her team have done a great job. The new program is more structured with more educational components to it. We have implemented more of our gallery spaces to it. We have also expanded the program to include the Vietnam Support Base.
- Public Programming. We hosted our first Halloween event. Staff and volunteers did a great job. We had around 2,000 people on board. After the event we had a lot of positive feedback on the event as well as people wanting to revisit Patriots Point.

- Our Veterans Day Event was open and free to the public. The event was held at the Vietnam Support Base with about 100 people on site and numerous online viewers. Four of our volunteers who are Vietnam Veterans give speeches on their experiences while in the military.
- Toys for Tots has started and will end the second week in December. This is in coordination with the Marine Corps. If a guest brings in a toy, the guest parks for free.
- One future initiative is the Speaker Series Program. Rorie has talked to several authors and historians. He would like for them to give talks about some of the relevant topics relating to Patriots Point and our mission.
- Pearl Harbor Day. We are working with the VFW on this event. Patriots Point will host a blood drive in conjunction with the Pearl Harbor Day Event.
- Bull Dog Tours has planned a holiday edition of the Captain Tour. This will run from December 17-31st.
- Live from the Archive Series is on Facebook and has been a great series. Melissa Buchanan and Macy Rechner have done a fantastic job putting the series together. This is one of our larger missions to bring the collection into the public view.
- The overnight program. With the combined effort of Sarah Edmiston, Melissa Buchanan and our volunteers, we have instituted “our hands on history carts.” This will also be available on line for the rest of the museum.
- Fragile Collections will open December 17th. Marketing will be promoting the collections. The Yorktown Foundation will offer a donor night invitation to anyone that donated. Donors, along with anyone that holds a Friends of the Fleet pass will be able to get a sneak preview of the collection before it opens to the public.
- The PBR is back in the lagoon. The Cobra Helicopter also was moved to a concrete pad behind the Sea Wolf Helicopter.
- The Laffey Association Work Party stripped the fantail of the destroyer and painted a primer on the stripped area. Our maintenance department will take over and complete the task.
- Gangway one has been completed. Rorie stated the maintenance department did a fantastic job.
- IT is still planning on storage upgrades of physical servers. They are also planning on checking all Kiosks, making sure they are up to date and working properly. IT now has control of our Galaxy program which is our ticketing and payment software. IT will have the software provider on site soon to do diagnosis and cleanup and retraining of the program.

- We had a Volunteer Appreciation Day. Rorie thanked Thom Ford and the Foundation for helping with this event. Rorie stated that the volunteers do a fantastic job! We have restarted the Nuclear Power Student Program which the volunteers continue to support. Thom has started working to put together a Pry Fly tour.
- The Yorktown Foundation. The Giving Campaign has officially started. Rorie thanked the board for the employee bonus. Since Patriots Point is a state agency they cannot give bonuses to part time employees, The Foundation graciously gave each part time employee the same bonus as the full time employees. Rorie thanked the Foundation.
- Strategic Planning- Rorie will conduct an internal assessment before he starts the strategic planning. This will start in January. The strategic planning will start in March or April.
- Rorie took a moment to recognize Bobby Kotlowski. November 19th was Bobby's last day at Patriots Point. After 17 years and over 3400 events he has decided to retire. Bobby was the first Event Planner at Patriots Point. As Mike Hastings pointed out, Bobby worked first in Public Safety and moved to Event Planner in 2009. Rorie stated Bobby does a fantastic job and will be hard to replace. Wayne Adams replied that the Board appreciates very much all of the time, effort and great work Bobby has done.
- Mr. Wayne Adams asked if anyone had any questions for Rorie. Mr. Pat Waters responded with a question about the cost of the food for the overnight program. Rorie stated that if the guests want us to provide the meal, we would use Hamby Catering. They also have the option to go out for food or order it to be delivered. Ms. Sarah Edmiston stated this first group brought food with them. They used the CPO Mess and prepared their own meals which they loved. They did however order some food and had it delivered. Mr. Pat Waters asked about the cost of each meal purchased from Hamby Catering. Sarah stated Hamby's has a breakfast option for around \$11 and a dinner option for about \$15. If a group buys both options it will cost each person about \$27. The catered option will be tested December 11th. We have a group of 62 and they purchased both meals. Rorie stated that December 18-19 is set aside for staff and families to utilize the overnight program. He invited the board to come as well.
- Bobby Kotlowski joined the meeting and asked to say a few words. He gave his thoughts on a few issues at Patriots Point and concluded with a good bye to all. He would miss everyone at Patriots Point! Wayne Adams thanked Bobby for his comments and appreciated it very much. The board appreciates everything Bobby has done for Patriot Point.

E. MONTHLY BOARD MEETINGS.

Mr. Wayne Adams noted that in the last meeting the Board discussed the possibility of restructuring the meeting schedule. Since some board members were not present for the October meeting, the Board deferred this to the present meeting. In order to discuss this issue, a motion is needed. Mr. Zeb Williams made the motion to move the Board meetings from monthly to bi-monthly meetings. Pat Waters seconded the motion. Mr. Wayne Adams asked for any discussion.

Mrs. Susan Marlowe responded by asking for the reasoning for the change: pros and cons and also the staffs' feelings about the change. Mr. Chris Hauff responded first followed by Mr. Cole Fultch and Mr. Keith Grybowski. All three, as well as the rest of the staff, felt that bi-monthly meetings would better serve them and the Board. This would allow more time to prepare for board meetings and allow time to complete projects on which they are required to report. Mrs. Susan Marlowe expressed her concerns of accountability to the people that appoint the Board.

Mr. Wayne Adams assured Mrs. Marlowe that the reporting would be the same or better and the board can always call for a meeting if needed.

Mr. Rorie Cartier assured Mrs. Marlowe that he will continue sending the current report that he sends now.

Mayor Will Haynie asked what the Bylaws say about meeting. Mr. Wayne Adams responded that the Board has to meet quarterly and if the members feel they need to have a meeting it takes the majority of the board or the Chairman. Mr. Adams also stated that since Mr. Cartier has started his monthly Directors Report, the Board has received more information than they ever have.

Mayor Haynie asked that the Board be responsive and call for meetings when needed. Mr. Wayne Adams assured Mayor Haynie that if an issue needs to be discussed, he will call for a meeting.

Mr. Wayne Adams called for a vote on the motion as presented to go to bi-monthly meetings beginning January, 2022. The vote was unanimous.

F. PUBLIC COMMENTS

There were no public comments.

G. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING CONTRACTUAL, LEGAL AND PERSONNEL MATTERS PERTAINING TO PATRIOTS POINT DEVELOPMENT AUTHORITY.

Mr. Wayne Adams made a motion for the Board to go into Executive Session to discuss contractual, legal and personnel matters pertaining to Patriots Point Development Authority, which

motion was seconded by Mr. Darwin Simpson and passed unanimously. The Board moved into Executive Session at 10:10 A.M.

The Board returned from Executive Session 11:00 A.M. No Motions were made and no votes were taken in Executive Session.

H. MOTION TO ENTER INTO A NEW LICENSE WITH THE BATTERY.

Mayor Will Haynie made a motion for Patriots Point to enter into a new license with the professional soccer team, as referred to, The Battery as discussed in Executive Session. Mr. Darwin Simpson seconded the motion. There was no discussion and the vote was unanimous.

I. ADJOURNMENT

With no further business, the meeting was adjourned at 11:13 A.M.

Respectfully submitted,

Lori Held, *Recording Secretary*

Rorie Cartier, PhD., *Secretary*