

Minutes of the Patriots Point Development Authority 527th Board Meeting, 9:30 A.M., Friday, June 6, 2022, Leadership Training Facility, Patriots Point Naval and Maritime Museum, Mt. Pleasant, South Carolina.

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

MEMBERS PRESENT BY PHONE: Pat Waters

STAFF PRESENT: Rorie Cartier, *Executive Director*
Tiffany Sanchez, *Executive Assistant*
Nick Magar, *Chief Financial Officer*
Mike Hastings, *Operations Director*
Keith Grybowski, *Education Director*
Melissa Buchanan, *Curator*
Meredith Kablick, *Registrar*
Sarah Edmiston, *Camping Director*
Chris Hauff, *Marketing*
Mayci Rechner, *Marketing*
Alexis Stokes, *HR Director*
Terry Ansley, *Property Manager*
Matthew George, *Marketing*

OTHERS PRESENT: Bill Craver, *Legal Counsel*
Abigail Richardson, *Seamon Whiteside*
Joe Lombardi, *Coleen Marine*
Tim Mullane, *Coleen Marine*

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

A. ADOPTION OF PROPOSED AGENDA

Mr. Adams asked for any changes to the proposed agenda. The agenda was unanimously approved as presented.

B. APPROVAL OF PREVIOUS MINUTES

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

C. PPDA ANNEX TEMPORARY PARKING LOT

A hard copy of the temporary parking lot design was distributed to the Board.

Abigail Richardson from Seamon Whiteside working for Bennett Hospitality laid out the temporary parking lot plan.

Darwin Simpson moved to approve the temporary parking plan. The motion was seconded by Zeb Williams and passed unanimously. Mayor Haynie abstained because the permitting will be going through his staff and would be a conflict.

D. USS CLAMAGORE

Director of Operations Mike introduced marine surveyor Joe Lombardi and Tim Mullane with Coleen Marine, Inc. who reported the action plan for the Clamagore. The timeline is to prepare the Clamagore for a sea tow to Norfolk, Virginia by removing the batteries to reduce her weight and by welding steel plate with hatches to make her watertight, remove Clamagore from the marina and tow Clamagore to Norfolk, Virginia for recycling.

Mayor Haynie made a motion for Mr. Adams, as vice chair, with the approval of the Finance Committee, to execute a contract with Coleen to complete the project of preparing the Clamagore to be moved to Norfolk, towing Clamagore to Norfolk, and recycling Clamagore. The motion was seconded by Mr. Simpson and passed unanimously.

E. COMMITTEE REPORTS

Susan Marlowe reported the following about Education, Overnight, and Museum Services:

- Via Mike Hastings report, the 80th Anniversary of the Yorktown is coming up on April 15, 2023. An elaborate textile exhibit will be created that features the uniforms and clothing worn during WWII. The Museum curator and Registrar are partnering with the Charleston Museum to collaborate on this event. The Fragile Collections exhibit continues to change and evolve to accommodate rotating exhibits.
- Ship-wide projects are also in the works to restore some areas of the ship to their original purposes. The spaces will be made to be as interactive as possible for guests; starting with the parachute drying room. Jim Vickers will be revamping many aging exhibits
- The Teachers Conference is gearing up to accommodate about 80 teachers for the Overnight Program on June 8th and June 9th.
- We have a fully funded alliance with the American Pilots Program to use our Flight Academy. The EIA will be partially used for every South Carolinian child to visit the museum for free with their parents. Accountability protocols will be implemented by the schools to track attendance and academic recognition.
- Camping Director Sarah Edmiston reported \$480,000 in overnight revenue from January-May, there are 250 reservations for June alone, 30% of guest surveys are still reporting food availability as a problem, and that a food service program is being defined & will start asap.

Mr. Adams noted the Development Committee report would be covered in the Director's Report, the budget discussion, and in executive session.

Mr. Simpson reported the following about the Operations and Finance Committees:

- The Clamagore is the primary objective in Operations
- Financially, all categories are up compared last year. There is \$11.4 million of cash on hand, our operating revenue from July-April is \$10.8 million, and operating expenditures are nearly \$7 million with a gain of nearly \$4 million for this period as compared to last year. Increased attendance led to admission revenue exceeding \$5.5 million, Gift shop revenue is \$1.8 million, lease revenue is \$2.7 million, camping revenue is \$362,000, and parking revenue is \$477,000.

F. EXECUTIVE DIRECTOR'S REPORT

Executive Director Dr. Rorie Cartier reported the following:

- Strategic Planning meeting is being schedule for next week to discuss the final draft of goals, KPIs, and measurable for the next five years. Next week, that draft will be submitted to the Board to approval and edits. The final draft to approve the directional plan will take place in July.
- We've been working with Synchronicity architects on Land development on temporary and permanent Patriots Point facilities with a focus on infrastructure and site development.
- We continue to post and fill open positions with our new HR assistant, IT Director, and IT Tech; onboarding in June and July. We have several positions that are being expanded in the Education, Ticketing, and Operation Overnight departments.
- We've been planning for the July 4th event which will be very similar to last year's event. The difference is that we will be offering tickets for guests to view fireworks from the flight deck.
- The Budget has been changed to accommodate for travel for professional development and staffing. There's some divergence in the Visitors Services department and the Curatorial budget has been expanded to include exhibit revitalization.

G. PPDA FY 2022-2023 DRAFT BUDGET REVIEW

Mr. Simpson made a motion to approve the proposed budget. The motion was seconded by Mr. Williams and passed unanimously.

H. PUBLIC COMMENTS

There were no public comments.

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

Mr. Simpson made a motion to move into Executive session at 10:27 A.M.. The motion was seconded by Mayor Haynie and passed unanimously.

Members returned from Executive session at 12:15 P.M.

Mayor Haynie made a motion to approve plans for the personnel matter discussed in Executive Session. The motion was seconded by Mr. Simpson and passed unanimously.

Mr. Williams made a motion to approve the Board resuming monthly meetings as of June 17, 2022. The motion was seconded by Mr. Simpson and passed unanimously.

J. NEXT SCHEDULED PPDA BOARD MEETING, JUNE 17, 2022

K. ADJOURNMENT

With no further business, the meeting was adjourned at 12:16 P.M.

Respectfully submitted,

Tiffany Sanchez, *Recording Secretary*

Rorie Cartier, PhD., *Executive Director*