

**Minutes of the Museum, Education and Overnight Camping Committee of the Patriots Point Development Authority, 10:30 AM, Thursday, June 2, 2022, Leadership Training Facility/virtual, Patriots Point Naval and Maritime Museum, Mt. Pleasant, South Carolina**

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COMMITTEE MEMBERS PRESENT: Susan Marlowe, *Chairwoman*  
Wayne Adams

NOT PRESENT: Zeb Williams

PPDA STAFF PRESENT: Rorie Cartier, *Executive Director*  
Tiffany Sanchez, *Executive Assistant*  
Keith Grybowski, *Director of Education*  
Hannah Giddens, *Science Program Coordinator*  
Gina Zahran, *Director of Visitor Services*  
Mike Hastings, *Director of Operations*  
Chris Hauff, *Director of Marketing*  
Melissa Buchanan, *Curator*  
Meredith Kablick, *Registrar*  
Mayci Rechner, *Public Information Officer*  
Sarah Edmiston, *Director of Camping*  
Kevin Sutton, *Group Sales Manager*

OTHER MEMBERS PRESENT: Cindy Lee, *Yorktown Assoc. Shipboard Director*

Chairwoman Susan Marlowe called the meeting to order at 10:29 AM.

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

**A. APPROVAL OF AGENDA**

The agenda was approved with no further amendments.

**B. APPROVAL OF PREVIOUS MINUTES**

The minutes were approved as presented.

**C. MUSEUM SERVICES REPORT**

Director of Operations, Mr. Mike Hastings reported the following:

- The Museum Services Department will now be called the Curatorial department which will consist of a five personnel total; Curator Melissa Buchanan, Registrar Meredith Kablick, Graphics Specialist Jim Vickers, a department head, and a temporary part time person.

Museum Registrar Meredith Kablick reported:

- The budget is making concessions for the 80<sup>th</sup> Anniversary of the Yorktown which is 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 exhibit will be located in the Fragile Collections space and will continue to evolve to accommodate rotating exhibits.
- Because it is a textile show, we do have to acquire dress forms, stanchions and platforms to display the items but we are also confident that we can successfully fundraise for the event.

Museum Curator Melissa Buchanan reported:

- 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.

Mr. Hastings added that Jim Vickers will be revamping many aging exhibits and staff from the Curatorial department will be traveling to other museums & conferences.

#### **D. EDUCATION REPORT**

Director of Education Keith Grybowski reported:

- The Teachers Conference is gearing up to accommodate about 80 teachers for the Overnight Program on June 8<sup>th</sup> and June 9<sup>th</sup>. State Representative Raya Felder will be doing the closing speech during the luncheon.
- We have a fully funded alliance with the American Pilots Program to use our Flight Academy. There is also a budding opportunity with the Aeronautical Alliance which is in its infancy stages.
- The Education department is being reengaged and growing with two staff members being added to the roster. In September, we will be asking for the EIA to be doubled for the 2023-2024 Budget year. There currently is a \$225,000 carryover amount. The EIA will be partially used for every South Carolina child to visit the museum for free with their parents. Accountability protocols will be implemented by the schools to track attendance and academic recognition.

#### **E. OVERNIGHT CAMPING REPORT**

Overnight Director Sarah Edmiston reported:

- \$480,000 in overnight revenue from January-May with 4,574 guests, there are 250 reservations for June alone, plans are being rolled out for a more immersive experience, and positive feedback is astounding but 30% of guest surveys are still reporting food availability as a problem. A food service program is being defined which included breakfast/lunch line service & will start as soon as possible. Shared storage spaces aboard the ship due to events is also an issue.
- We'd like to bring back the Spiritline harbor excursions due to having difficulty providing a tour to 250 people each week; adding options that are non-staff led would be helpful. \$40,000 was included in the budget to cover those tickets.
- 80 teachers are expected to spend the night during the Teachers Conference next week.
- Three new part time employees have been on boarded. My budget is now being absorbed by the Visitor Services department.

## **F. DRAFT BUDGET REVIEW**

Dr. Rorie Cartier reported:

- The \$1500 one-time bonus for full time employees is not mandated but it is recommended by the agency for employee retention and will not be funded by the state. The 3% salary increase is required by the state but is also not funded by the state.

## **G. PUBLIC COMMENTS**

There were no public comments.

## **H. ADJOURNMENT**

With no further business, the meeting was adjourned at 11:16 AM.

Respectfully submitted,

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Tiffany Sanchez, *Recording Secretary*

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Rorie Cartier, *Executive Director*

*Recording note: These minutes do not reflect a verbatim transcript.  
A taped recording of these minutes is maintained for record purposes.*