

**Old Fort Commission
Minutes of Regular Meeting
Wednesday, May 18, 2016 @ 5:30 PM
Old Fort Replica – Gift Shop**

PRESENT: Charles Block, Dave Moehn, Carol Foss, Sharon Harp, Marie Brady-Whitcanak, Dr. Eugene Watkins (Site Manager), John Luna (Management Analyst), David Varley (City Manager), Linda Baxter (Gift Shop).

Absent: City Council Liaison.

Guests: Andy Andrews (NLCHS), Ted Kolbet, and Shelly Dowling.

MEETING CALLED TO ORDER: By Moehn at 5:32 PM.

APPROVAL of MINUTES: Foss MOVED, and Brady-Whitcanak SECONDED, to APPROVE the MINUTES of the April 20, 2016, REGULAR MEETING. MOTION CARRIED 5 – 0.

SITE MANAGER'S REPORT:

1. The Old Fort Replica is now open weekends.
 - a. Attendance has been pretty good.
 - b. Admissions and sales have amounted to \$1,155.64.
 - c. So far this season there have been:
 - i. 130 Visitors representing:
 - ii. 4 countries.
 - iii. 21 states.
2. Tours:
 - a. Last week:
 - i. Amish School from Bloomfield.
 - ii. Central Lee Elementary.
 - b. Tomorrow:
 - i. New London Elementary.
 - c. June 1:
 - i. Lincoln Elementary, Fort Madison.
 - d. Evening Bus Tour.
 - e. Someone asked a question on the Old Fort Madison Facebook page regarding scheduling a tour.
3. Watkins and staff are redoing Factory displays.
4. Upstairs bunks have been redone.
5. Continuing to replace the stockade wall.
6. Battlefield Preservation Plan update:
 - a. National Park Service (NPS) requested changes.
 - b. NPS claims to have never received changes.
 - c. Iowa State Historic Preservation Office (SHPO) wants more changes.
 - d. Phil Walker (Walker Collaborative) stated that grant funds have been exhausted.
7. Watkins is involved with planned excavations for new sewer line under Avenue H.

- a. Meeting with Iowa DNR on the project.
- b. This is turning into a huge mess.
- 8. Watkins is busy writing a history of the original Fort Madison.
 - a. Compilation of biographical information of people interfacing with the Fort has never had been done.
 - b. Watkins is researching inventory lists to get an idea of what items were being sold in the Factory.
- 9. Watkins is being inundated with junk email ads for insurance and other services.
 - a. Jean Peiton (City Tourism/Marketing) is also getting similar spam.
 - b. Watkins felt that this could be a good thing since it means that the Old Fort is getting noticed.

INCOME / EXPENSE REPORT:

Summary information was provided by Luna and is included in the AGENDA.

GIFT SHOP REPORT:

See SITE MANAGER'S REPORT.

OLD BUSINESS:

1. Need two new members for the Old Fort Commission.
 - a. Two vacancies still exist.
2. Election of new officers (Chairperson and Secretary).
 - a. The election of officers was postponed in the May meeting because all Commission members were not present.
 - b. Election was reopened during the May meeting.
 - i. Extensive discussion ensued.
 - ii. Harp agreed to accept nomination for the position of Chair.
 - iii. After no one agreed to serve as Secretary Block indicated he would continue if no one else would do so.
 - iv. Foss then agreed to accept nomination for the position.
 - c. Block MOVED, and Brady-Whitcanak SECONDED, to nominate Harp for the position of Chair, and Foss for the position of Secretary. MOTION CARRIED 5 – 0.

NEW BUSINESS:

1. Death of commission member and longtime Old Fort reenactor and volunteer Chuck Ford on May 6, 2016. Rest in Peace.
 - a. Commission members and guests discussed purchasing a bench in memory of Chuck Ford.
2. Old Fort Hours: 9:00 AM to 5:00 PM, May 21st & 22nd, and May 28th, 29th, and 30th, Wednesday through Sunday starting on June 1st.
 - a. Watkins stated that admission charges for the coming year are:
 - i. Single rates: Adults - \$8.00, Service personnel & veterans - \$7.00, and Age 16 & under \$3.50.
 - ii. Group rates: Adults - \$7.00 and Age 16 & under \$2.50.
 - iii. Family rates: Family - \$20.00.
 - iv. Lee County School Groups: \$1.00 per person.
 - v. Children: Age 5 and under are Free.

- vi. No Senior Citizen rates are available.
- 3. Non Agenda Items:
 - a. Andy Andrews gave an update on Friends of Old Fort Madison Activities:
 - i. A Preacher will be at the War of 1812 Battlefield Site at 9:00 AM on Memorial Day.
 - ii. Girl Scouts will be placing temporary white crosses with names of the twenty-three (23) Soldiers known to have died at the Old Fort.
 - iii. A local contractor will bring in fill dirt after parking lot hard surface has been removed.
 - iv. The Battlefield Site will then be seeded.
 - b. City Manager, David Varley Comments:
 - i. Keep up the good work.

ADJOURNMENT: Brady-Whitcanak MOVED, and Block SECONDED, to ADJOURN the MEETING.
MOTION CARRIED 5 – 0.

MEETING was ADJOURNED by Moehn at 6:14 PM.

David Moehn, Chair
Old Fort Commission

Date