

**Old Fort Commission
Minutes of Regular Meeting
Wednesday, February 15, 2017 at 5:15 PM
City Hall**

PRESENT: Dave Moehn, Sharon Harp, Joe Thurman, Carol Foss, Dr. Marie Brady-Whitcanak, Dr. Eugene Watkins (Site Manager), John Luna (Management Analyst), Charles Block, Richar Abel, and David Varley (City Manager)
ABSENT: Linda Baxter (gift shop)
GUESTS: Andy Andrews (NLCHS), Jean Peiton and Anthony Franklin

MEETING CALLED TO ORDER: by Harp at 5:15 PM.

APPROVAL OF MINUTES: The minutes of the January 18, 2017 meeting were approved as read.

PRESENTATION:

1. Anthony Franklin and Jean Peiton, tourism director, gave presentation.
 - a. Marketing items
 - b. Promotion and marketing of events.
 - c. Franklin passed out tourism packets with pictures and explained items sold to tourists.
 - I. Tickets/passports for entrance into the City's historical sites.
 - II. Embossed mugs, wooden coins, bottled water, shot glasses, fans and maps
 - III. Cost of each item was itemized.
 - d. Emphasized there is only one Fort Madison.
 - e. 5 sites in Fort Madison would be promoted.
 - I. Memorial in Old Settlers Park
 - II. Historical Depot
 - III. Fort Model
 - IV. The "Lone" Chimney
 - V. Battlefield Site
 - f. Sites could be marketed by holding special events.

Foss MOVED, and Thurman SECONDED, to APPROVE FRANKLIN PROCEED WITH THE PROJECT TO PROMOTE OUR TOWN. MOTION CARRIED.

SITE MANAGER'S REPORT:

1. Cannon Update:
 - a. No invoice yet.
 - b. Hope to have it by July 4th.
 - c. From a company in Freemont, Ohio.
 - d. Explodes small charges.
 - e. Should be here this summer.
2. Improvement update:
 - a. Blacksmith shop has been planked and roof to be done soon.
 - b. Bellows will be smaller than first designed.
 - c. A large fire pit and a shed to make candles.
 - d. A shed for laundry.

- e. Officers' quarters have been chinked and ready to paint.
 - f. A mantle will be made as well as curtains and a false wall.
 - g. Ceilings are still to be done.
3. Native American Pictures:
- a. There is quality colored pictures for the Old Fort.
 - b. Smithsonian stated that the pictures cannot be reproduced. Can only show for education and information.

GIFT SHOP:

No report

INCOME / EXPENSE REPORT:

- 1. John Luna gave detailed revenue and expense sheets to all present.
- 2. Each item was totaled and he will present a total breakdown each month.

The report was approved.

OLD BUSINESS:

- 1. Parish Partners will conduct the Easter Morning Service April 16, 2017. The time to be announced.

NEW BUSINESS:

- 1. Fun Day at the Old Fort:
 - a. Will be Saturday before Memorial Day.
 - b. List is needed for the events of the day.
 - c. Volunteers needed.
 - d. Suggested events.
 - I. Making candles
 - II. Old ways of doing laundry
 - III. Cooking
 - IV. Burn logos into post ends
 - V. Blacksmith demo
 - VI. Story tellers
 - VII. Games of hoop and stick, jump rope, short stilts, etc.
- 2. Memorial Day Service:
 - a. To be held at Battlefield Site May 29th at 9:30am.
 - b. Similar to last year.
 - c. Led by Harp.
- 3. Friends of Old Fort Madison:
 - a. Andrews reported so far we have donations totaling \$133,000 from the appeal mailed in January which includes donated time and equipment to clear the land.
 - b. Ritter's proposed area design.
 - c. 7 contractors donated labor and equipment.
 - d. Survey team is coming to put in new boundary markers and a drone will be employed to photograph the plot in exact detail.
 - e. City has offered to donate the top soil.
 - f. Scott Seed Co. has offered to donate the green that is needed.

- g. Has been determined to have 3 hydrants instead of a sprinkler system.
- h. Hope to have a large flag pole installed in the center with a 10'x15' flag by Memorial Day.
- i. Ritter's have been contacted about the tree planting and suggested stamped concrete.
- j. Andrews plans on contacting Larry Driscoll about moving the "Lone Chimney" to the Battlefield, also the cannons.
- k. It was noted that the chimney has cracks on the back side needing to be repaired.
- l. DAR is looking into a grant for that purpose.
- m. Mr. Doershuk has been contacted about a dig site to be maintained on the lot.
- n. Interpretive signs on stands to tell stories and history of the area cost approximately \$55.00-\$65.00 each.
- o. Project is moving along thanks to many donors and workers.

Next Meeting will be Wednesday, March 15, 2017 at 5:15pm.

ADJOURNMENT: Moehn MOVED, and Foss SECONDED, to ADJOURN the MEETING. MOTION CARRIED.

Submitted,
Carol Foss, Secretary
Old Fort Commission