

**Old Fort Commission
Minutes of Regular Meeting
Wednesday, September 19, 2018 at 5:15pm
Old Fort Replica**

MEMBERS PRESENT: Dr. Eugene Watkins (Site Manager), Richar Abel, Dave Moehn,
Secretary Carol Foss, Joshua Sessions and Chairperson Joe Thurman

MEMBERS ABSENT: Dr. Marie Brady-Whitcanak

CITY STAFF: City Manager David Varley

GUESTS: Linda Baxter

Meeting was called to order by Chairperson Thurman at 5:30pm.

Approval of Minutes: The minutes of the August 22, 2018, meeting were accepted unanimously as read.

Site Managers Report:

1. Events and Tours:

- A. Riverfest: Was held August 2-5. 139 toured, 85 came but did not tour. Income for the 4 days was \$1,232.20. Were only down a few people from last year and most likely due to the 100° heat.
- B. October 10-12, 2019, a large number is expected for “Royal Ranger Rendezvous”. Participants are expected from Iowa, Illinois and Missouri.

2. Promoting:

- A. Showed the new “Great River Road” booklets to be given out to visitors. They can have each location visited stamped as they visit it. They were well received.
- B. Working on a new website, oldfortmadison.org. \$550 is needed to set up the site. It will be linked to other sites.

3. Operation:

- A. More furs are on display, loaned from the Ford family, who also donated water and food.

Income/Expense Report:

- 1. City Manager Varley presented each member with a detailed Old Fort Budget Report. It compared revenue and expenditures year to day and projected comparisons. He also stated that the City could pay the expense of CPR training for Old Fort workers. It is projected that 5 workers would participate at a cost of \$20.00 per person. The class will be held at City Hall with an early November date to be announced.

Gift Shop Report:

1. Linda passed out the August admissions and retail report which compared numbers from 2017 to 2018.
2. Riverfest figures were only down slightly which is remarkable considering the 100° heat.
3. Report showed numbers of visitors. Countries-23, Iowa Counties-70 of the 99, Iowa Towns-135 and all but 4 states.
4. Listed were a items sold with Iowa or Fort Madison logos on them and a large and varied number of interesting items.

Old Business:

1. **Need New Member for Commission:** No discussion.
2. **Siege:** Went well with a total of 18 participants. 6 from Nebraska, 2 from Illinois and 2 from Ohio.
3. **CPR Class Finalization:** City Manager Varley shared during his Income/Expense Report that the City could pay the expense of CPR training for workers. Cost is \$20.00 per person. The class will be held at City Hall with an early November date to be announced. Sessions' brother will be donating his time to teach the class.

New Business:

1. **Late Season Schedule:** An RV club toured for 2 hours. Visitor numbers last weekend were way up. 50 on Saturday and 25 on Sunday.
2. **Tours for October:** Upcoming tours: Students from Denmark October 26th, Burlington Trailways will bring 45 visitors October 26th, Girl Scouts new regional leader will do a program on September 15th.
3. **End of Year Repairs, Clean Up, Etc.:** Poles are being worked on for use at the fort. They are donated by Alliant Energy. Joe will contact them as more are needed for the east wall. More projects to be worked on: chinking and shaving poles, finishing walk. Winter project is to jack up flooring in the gift shop to replace rotten logs and timbers under the floor boards.

Friends of Old Fort Madison:

1. Andrews was not present.

Offering a senior citizen discount was discussed but tabled.

Adjournment: Unanimously approved. Motion Carried.

Meeting was adjourned at 6:10 pm

Submitted By,
Carol Foss, Secretary
Old Fort Commission