

**Old Fort Commission
Minutes of Regular Meeting
Wednesday, March 20, 2013 @ 5:15 PM
City Council Chambers**

PRESENT: Martin Graber, Charles Block, David Moehn, Sharon Harp, Kris Schoene, Dr. Eugene Watkins (Site Manager), John Luna (Management Analyst), Neal Boeding (Council Liaison).

ABSENT: Chuck Ford – Excused, Jimmy Wendorf (Old Fort Marketing Director), and Carol Foss.

GUESTS: Laurie Breen – Executive Director, Community Foundation of North Lee County.

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

APPROVAL of February 20, 2013, MINUTES: Graber MOVED, and Schoene SECONDED, to APPROVE the MINUTES. MOTION CARRIED – Unanimous.

SITE MANAGER’S REPORT:

- A. No word from our Architect on status of scope of work to be included in the fire damage repair of the Enlisted Men’s Quarters.
- B. When the weather warms up the damaged fireplace will be repaired.
- C. Preparation of the Grant Request to Home Depot, for \$1,000 in materials, is nearly complete.
- D. Upcoming Events:
 - a. March 31 – Easter Morning services by Fort Madison Parish Partners.
 - b. June Weekends – Military Displays and Timeline Events.
 - c. June 13 & 14 – Heritage Days event to raise Old Fort awareness. This event is being funded by Inhance Corp.
 - d. July 4 – Shoot the Cannon.
 - e. September 7 & 8 – Annual Rodeo Weekend activities will be held.
 - f. Possible Bicentennial event for burning of the original Fort.
- E. Outreach Events:
 - a. April 3 – Watkins and Volunteers will have a tent and militia display in Macomb’s Chandler Park on Wednesday afternoon followed by Watkins’ PowerPoint presentation of Fort Madison and the War of 1812, in the Western Illinois Museum.
 - b. May 3 thru 6 – Watkins and Volunteers will travel to Perrysburg, OH, to participate in the Siege at Fort Meigs, where they will also try to recruit reenactors for Fort Madison events.
- F. Other Activities:
 - a. Watkins is preparing interpretive displays for the Old Fort.
 - b. Watkins is researching Military Records using a 7-Day Free Trial of Fold3 History Database. Purchase will cost \$80 per year.
 - c. Watkins is working on more interpretive signs. The “Memorial to the Fallen” sign was completed by the Prison.
 - d. Buildings at the Old Fort are being cleaned out.
 - e. Iowa OSA and DNR personnel were in Fort Madison to discuss preservation of the Battlefield Site.

- f. Water will be turned on next week at the Old Fort.
- g. An interpreter will need to be hired soon.
- h. Second interpreter will need to be hired in June.
- i. The seamstress has completed construction gaiters for the uniforms.

INCOME / EXPENSE REPORT:

- A. The written report was emailed to Commission members by Luna on March 15.
- B. Highlights of the report were discussed.

GIFT SHOP REPORT:

- A. The Gift Shop was closed throughout the month.

OLD BUSINESS:

- A. Bicentennial Activities for 2013.
 - a. This item was covered in the Site Manager's Report.
- B. Status of Monies Donated to Old Fort Madison.
 - a. No new information is available.

NEW BUSINESS:

- A. Jan Garza, Easter Morning Service at the Old Fort.
 - a. This item was discussed at length in the March OFM Commission meeting.
 - b. Graber MOVED, and Harp SECONDED, to AUTHORIZE the Fort Madison Parish Partners to hold an Easter Morning service in the Old Fort on March 31.
 - c. The MOTION CARRIED – Unanimous.
- B. Laurie, Executive Director of the Community Foundation of North Lee County.
 - a. Breen distributed Information Packets to the OFM Commission.
 - b. The Community Foundation of North Lee County operates through Great River Bend Community Foundation in the Quad Cities.
 - c. Breen stated that \$10,000 minimum is required to setup a Designated Fund with the Foundation.
 - d. There is a deposit of \$200 with the Foundation presently credited to Old Fort Madison.
 - e. Once the \$10,000 plateau has been reached the Fund can payout 4-½% per year.
 - f. Donations to the fund are eligible for a 25% tax credit from the State of Iowa.
 - g. Once the paperwork is completed OFM will have 5 years to solicit money to reach the \$10,000 plateau.
 - h. Graber MOVED, and Schoene SECONDED, to AUTHORIZE the Commission Chair to sign the paperwork on behalf of OFM to get the process started.
 - i. The MOTION CARRIED – Unanimous.
- C. Luna announced that officer elections are required for the Old Fort Commission positions of Chair, Vice Chair, and Secretary. The election will be held at the April 17 meeting.

ADJOURNMENT: Schoene MOVED, and Harp SECONDED to ADJOURN the MEETING. MOTION CARRIED – Unanimous.

MEETING was ADJOURNED by Moehn at 6:15 PM.