

Morattico Waterfront Museum

Annual Membership Meeting

March 9, 2024

AGENDA

Welcome, Call to OrderDavid Henley, President
Minutes of Last General Meeting..... Betty Barrack, Recording Secretary
Treasurer’s Report.....Debbie Saunders, Treasurer
Introduction of Board of Directors.....David Henley, President
Progress Report and Future PlansDavid Henley, President
Questions and Comments.....Membership
Report of Nominating Committee.....Connie Conley, Chair
Election of Officers and Board Members.....David Henley, President
Adjournment for Lunch

VOLUNTEER TO SERVE AS A DOCENT

SATURDAY 12 – 4 PM OR SUNDAY 1-4 PM MAY – OCTOBER

CONTACT CONNIE CONLEY (804) 761-6213

EMAIL - MWMVA03@GMAIL.COM

DOCENT TRAINING & LUNCH – SATURDAY, MAY 11, 10:00 AM



Dear Membership:

This year, the museum celebrates 20 years since opening in an out-of-the-way riverfront village which continues to garner respect and recognition for the excellence it provides to the community and the Northern Neck.

We are extremely excited to look back at 20 years of curiosity, inspiration, wonder and connection. Our current and past volunteers, board members and curators have nourished this unique place with exhibits, fundraisers, and programs. We are very grateful to our dedicated and generous members who support the museum.

As we begin our twentieth year, we will continue to strive for better communication technology to make Morattico Waterfront Museum successful.

Exhibits, Oversight of Collections

- A beautiful willow oak tree has been planted with a plaque dedicated in honor of Steve Sykes for his years of involvement, accomplishments, and generosity to the museum.
- Our website has been updated thanks to Ellie Hubbard for her efforts in doing this for us.
- The old house exhibit is being updated with current ownership.
- The new touch screen kiosk was purchased and updated videos were completed inside the museum with Frank Saunders and George Shelton as the moderators.

- New benches containing plaques have been placed on the front porch honoring our President David Henley for all his contributions through the years. These beautiful benches were gifted by Steve Sykes.
- The new exhibit honoring the professional baseball career of Alan Closter was completed in October.
- Throughout the year the Curator and Board oversaw collection items and monitored exhibits and acquisitions for security.
- We have been using the SignUp Genius for docent scheduling.

Community Events, Outreach, and Communication

- On March 11th the museum held a successful Annual Membership Meeting and election, followed by a delicious Brunswick Stew lunch provided by Steve Sykes and delicious homemade cookies by Colleen Moore.
- April 15th Docent Training was held and coordinated by Tina & Marsell Bustos who did a fabulous PowerPoint presentation. Mary Beth Barrack & Pattie Brogan did an awesome job providing a delicious lunch. We had 22 appreciative participants.
- A wine and cheese party was held on April 16th to say our “Good Bye’s” to Mary Byrd Martin as she moves from Morattico to Chester, VA to be closer to family. We thanked Mary for the tireless work she has provided to the museum over the years.
- This year “First Friday’s Happy Hour” organized by Rob McArdle has been an exciting gathering with a theme each month. Everyone brings an appetizer and drinks to share. Cinco de Mayo was our May 5th theme.
- “Arts on the Half Shell”, opening day theme, was held on May 6th & 7th with approximately 135 people attending. A big thank you to Jean and Jim Koon for organizing this event. We had eleven local artisans displaying their artwork. The Friends of the Rappahannock were also present. Lunch was served in the pavilion and music was provided by Faron Hamblin from 1 to 3. Thanks to Marsell Bustos and Oscar Farley for roasting the hot dogs and to Brenda Gregory for bartending. A beautiful gift basket was donated by Tina Bustos and Kyle Lee for raffle. Golf cart rides were provided for the guests.

- Community Coffee at the Store was held on May 27th with our curator Tina Bustos serving her delicious coffee to approximately 20 guests.
- On May 27th our 1st fundraiser was held - Shrimp Take-out Dinner! A big success. Thanks to Suzanne Wheatley and all the volunteers who helped with this event.
- Hawaiian Luau was the next 1st Friday event with lots of good food held on June 2nd.
- Paddle with Steamboat Wharf Oyster Co. and Friends of the Rappahannock took place on June 11th. The 17 paddlers gained knowledge about oyster farming and aquaculture. A really enlightening experience.
- Morattico Village Independence Day Parade was held on July 1st at 11:00 am which was followed by a picnic in the museum pavilion. Once again, our Marsell Bustos and Oscar Farley were the Chef's! Approximately 120 people were in attendance. It was a fun-filled day!
- July 7th was the Beach Music Party theme for First Friday!
- The Sunset and Full Moon Paddle with Friends of Rappahannock was on Aug 1st from 6:30 to 8:30 pm with 16 attendees.
- "Evening in New Orleans" theme party brought delicious appetizers for the 1st Friday Happy Hour in August!
- The popular Paint & Sip Party was held on August 5th with Becky Jones leading the foray! Thanks to Tina Bustos for organizing this fun and creative event. Seventeen talented attendees created beautiful paintings.
- The All-American Cookout was enjoyed by neighbors for First Fridays on Sept 1st.
- The museum hosted a Neighborhood Coffee on the morning of Sept 2rd.
- The Annual Crab Feast held on September 9th was a beautiful day. A big thank you to Betty Barrack and all who helped with this event.
- Northern Neck of VA Historical Society contacted the museum to give a presentation on "Morattico History" on Oct 4th. Fortunately, our member and native of Morattico, Frank Saunders accepted this request. He did an awesome presentation and NNVHS has asked if they can publish his talk in the historical magazine.
- Our final First Friday ended with the "Octoberfest". It was a very festive evening, and everyone really enjoyed these themed events.

- Saturday, Oct 7th the museum hosted the Preservation Northern Neck & Middle Peninsula for lunch, a presentation on Morattico history, and museum tours led by Tina and Marsell Bustos and Connie Conley.
- A Meet and Greet, Alan Closter, former New York Yankees pitcher, was held on Oct 7th. He gave an interesting talk on his past career and autographed pictures, balls, and books.
- The Oyster Roast was held on October 21st. It was very windy, sunny, and cool. Special thanks to the Steamboat Wharf Oyster Co. for donating the raw bar, Pattie Brogan for donating clams for the chowder, Lisa Benusa for providing the kale salad, Tri Star Supermarket for a \$100 donation, Deborah Edgar for donating the wine, Janet Barrack for making and donating the ham biscuits, and Pete Barill for making and donating the cocktail sauce. Thanks to Connie Conley and all the volunteers who always do a fantastic job.
- Donna Hazzard continues to compose and deliver “welcome baskets” to new residents in the village. This has been a very busy year with all the new residents moving to beautiful Morattico.
- Last but not least we thank the “ICE CREAM MAN” Marsell Bustos who has kept the freezer stocked with a variety of ice cream flavors.
- Four newsletters, emails, and an ongoing presence on social media-maintained contact with our members and the public.

Building/Grounds Maintenance and Improvements

- Spring cleaning took place on Saturday, April 29th with 16 members and volunteers lending a helping hand to beautify the grounds.
- The museum was completely painted by Dale McNeal in October.
- The side porch has been repaired and re-screen by Dale McNeal.
- Repairs have been made to the front porch balcony with new supports.
- Members of the committee supervise day-to-day maintenance, repair, and cleaning throughout the year with the help of additional volunteers.

Finances and Fundraising

The museum maintains a stable financial standing. Along with profits from fundraisers for maintenance and operation, monies in 2023 derived from membership dues, gifts, and sales of merchandise. We were again blessed to receive a \$10,000 gift from the Pohanka Family Foundation. The gift is currently in the museum's "rainy day" account.

Profits from volunteer-driven fundraisers were Shrimp Take-Out - \$2327; Crab Feast - \$3808; Oyster Roast - \$7524. The MWM "rainy day" account currently stands at \$62,176.

In closing, we are excited to see what the new year holds for us with new creative ideas and exhibits. Thank you to a membership which always contributes, both to the vision and to the "legs" leading to such successes.

David Henley, President

Morattico Waterfront Museum

7:21 AM

12/30/23

Accrual Basis

Morattico Waterfront Museum

Profit & Loss

January through December 2023

Jan - Dec 23

Ordinary Income/Expense

Income

Cash In	1,450.00
Contributions Income	15,984.00
Fundraiser Income	18,423.70
Grants	7,350.00
Ice cream profit	732.96
Legacies & Bequests	980.00
Membership Dues	8,355.00
Memorial Garden Bricks	376.85
Miscellaneous Income	78.70
Museum Print Income	25.00
Net Change in Davenport Acct	750.87
Rental Income	300.00
Retail Sales	2,574.54

Total Income 57,381.62

Expense

Advertising	47.70
Cash Out	1,450.00
Chesapeake Ice Company	38.44
Contributions	100.00
Curator Fees	5,000.00
Curator Supplies	802.15
Custodian	1,670.00
Dues and Subscriptions	248.00
Fundraiser Expenses	5,020.69
Grass Cutting Expense	2,240.00

7:21 AM
12/30/23
Accrual Basis

Morattico Waterfront Museum
Profit & Loss
January through December 2023

	<u>Jan - Dec 23</u>
Ground Maintenance	742.00
Ice Cream	213.96
Insurance	2,538.00
Licenses and Permits	300.00
Memorial Garden Expenses	557.44
Miscellaneous	2,477.31
Museum Entertainment Expense	-126.24
Post Office Box Rent	66.00
Postage and Delivery	175.20
Printing and Reproduction	672.93
Rental	100.00
Repairs	
Building Repairs	9,394.48
Equipment Repairs	344.65
Total Repairs	<u>9,739.13</u>
Retail Items	1,951.76
Sound Equipment	3,624.52
Supplies	
Office	190.04
Total Supplies	<u>190.04</u>
Utilities	
Electric	2,032.70
Gas	1,471.17
Total Utilities	<u>3,503.87</u>

7:21 AM
12/30/23
Accrual Basis

Morattico Waterfront Museum
Profit & Loss
January through December 2023

	<u>Jan - Dec 23</u>
Video Recording	3,886.53
Web Hosting Expense	<u>264.00</u>
Total Expense	<u>47,493.43</u>
Net Ordinary Income	9,888.19
Other Income/Expense	
Other Income	
Interest Income	<u>1,726.14</u>
Total Other Income	<u>1,726.14</u>
Net Other Income	<u>1,726.14</u>
Net Income	<u><u>11,614.33</u></u>

Morattico Waterfront Museum

Short and Long Term Planning 2024

Goal/Objective

Status

Buildings and Grounds

- | | |
|---|-------------|
| 1. Fan maintenance (pavilion) | Annually |
| 2. General museum maintenance | Ongoing |
| 3. Second Floor storage room clear-out & organization | Ongoing |
| 4. Painting the exterior of the museum Oct 2023 | Completed |
| 5. Repair rotten wood and re-screen side porch Oct 2023 | Completed |
| 6. Replaced support beams on front balcony | Completed |
| 7. Repair or replace front porch concrete | In progress |

Growth

- | | |
|---|-------------|
| 1. Welcome baskets w/invitation to membership | Ongoing |
| 2. Communication policy to requests for group tours | In progress |
| 3. Audio Visual & Social Media Platform Upgrade Sept 2023 | Complete |
| 4. Planning the 20th Anniversary for 2024 | Short Term |
| 5. Homes display/information updates | In Progress |
| 6. Design / Develop Sunset Calendar | Under study |
| 7. Riverbred & Blest House Tour | Under study |
| 8. Video by a naturalist about Morattico birds | Under study |
| 9. New exhibit – George Shelton “The Man Behind the Models” | In progress |
| 10. Update docent training to make more dynamic | Ongoing |
| 11. Increase visitors by 12% over the next 5 years | Ongoing |
| 12. Install movie room area | Under study |

Morattico Waterfront Museum

Bylaws

Last Revision January 2021

I. ARTICLE I - Membership and Dues

- A. There shall be one class of membership, each member having one vote.
- B. Current annual dues must be paid to establish membership.
- C. Each member shall enjoy all privileges of the museum.
- D. The membership fee shall be payable annually in an amount established by a majority of the Board of Directors.
- E. The calendar year shall be used for financial and other related purposes.

II. ARTICLE II - Membership Meetings

- A. There shall be an annual membership meeting to be held at such time and place as the Board of Directors may direct.
- B. The annual meeting of the general membership shall be preceded by timely notification of members via the museum newsletter, or by other means providing adequate prior notice to all members.
- C. Special meetings of the general membership shall be held at such time and place as the Board of Directors shall direct upon the call of the President, Board, or one-third (1/3) of the membership. Notice shall be in the same form as required for the annual meeting.

III. ARTICLE III - Board of Directors and Officers

A. There shall be a Board of Directors of the museum corporation consisting of no fewer than three (3) no more than nine (9) general Board members and five (5) officers.

B. The general Board members shall be elected by the museum membership for three-year terms, staggered evenly over a three-year period. The staggered terms shall be implemented in a manner deemed advisable by the Board of Directors.

- C. The five (5) officers of the Board shall be elected annually by the museum membership for a one-year term.
 - 1. Officers of the Board shall consist of a President, a Vice-President, a Recording Secretary, a Corresponding Secretary, and a Treasurer.
 - 2. An officer of the Board may be requested to succeed him/herself.
- D. At least two months prior to the annual membership meeting the President of the Board shall appoint a Nominating Committee.

1. The Nominating Committee shall be composed of three (3) members: one (1) Board member and two (2) individuals from the general membership of the museum.
 2. The duty of the Nominating Committee shall be to submit a slate of candidates for one-third (1/3) of the general members of the Board of Directors and the five (5) officers of the Board.
- E. Each member of the Board shall serve until his or her successor is qualified.
- F. The Board of Directors shall hold regular meetings at such time and place as it deems advisable. Special meetings may be called by the President or one-third (1/3) of the members of the Board of Directors.
- G. The officers of the Board of Directors shall serve as its Executive Committee and shall establish administrative priorities for advancing the mission of the museum.
- H. Standing committees to forward the business of the museum shall include
1. Finance Committee - to oversee management of financial accounts, annual audit, tax prep., budget, oversight of MWM credit cards, insurance, liaison with fundraising coordinators, grant procurement.
 2. Nominations Committee - standing committee with membership appointed annually, duties and composition described in Article III.D. 1 & 2.
 3. Building and Grounds Committee - duties and composition described in Building and Grounds Policy.
 4. Volunteer Coordination Committee - scheduling and reminders for docents, annual volunteer/docent training.
- I. Volunteer staff positions such as Historian, Publicity Director, Facility Rental Coordinator, etc. shall be appointed from the general membership by the Board as it elects for the good of the museum.
- J. A Board meeting shall require a quorum of one-third (1/3) of its membership to act.
- K. Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing setting forth such action is signed by at least two-thirds of the Directors, and such written consent is filed with the minutes of the proceedings of the Board. Such consent shall have the same force and effect as a unanimous vote.
- L. Board members are expected to attend at least 75% of the regular monthly meetings. effective March 2010, if a Board member attends fewer than 75% of the monthly meetings, the Board may replace that person at its discretion.

IV. ARTICLE IV -- Duties of Officers

- A. The officers of the Board of Directors shall be President, Vice-president, Recording Secretary, Corresponding Secretary, and Treasurer, who shall serve one-year terms or hold office until a successor is qualified. An officer of the Board may succeed him/herself.
- B. The President shall preside at all meetings, shall have general supervision of the affairs of the museum corporation, shall appoint committees as needed to carry out the Board's policies, shall sign or countersign all contracts and other instruments of the corporation, shall make reports to the directors and members and perform all such other duties as are incident to his/her office or are properly required of him/her by the Board of Directors. The Vice-President shall act in the absence or incapacity of the President and shall carry out such administrative responsibilities of the President as s/he requests.
- C. The Recording Secretary shall issue notice for all meetings, shall keep the minutes, shall have charge of the seal and corporate books, shall sign with the President all such instruments as require such signature, shall make such reports and perform such other duties as are incident to his or her office or are properly required of him/her by the Board of Directors. The Recording Secretary shall also keep a correct list of the members in good standing and their last known post office addresses. The Corresponding Secretary shall be responsible for writing in a timely fashion grant requests, thank-you notes, and other correspondence at the direction of the Board and shall furnish to the Recording Secretary a list of such correspondence.
- D. The Treasurer shall under the supervision of the President have the custody of all the funds and securities of the corporation and deposit the same in the name of the corporation in such bank or banks as the Board of Directors may elect. The Treasurer shall also make report at all meetings of the Board of Directors and at the annual meeting of the members of the funds in his/her hands and of all expenditures. The Treasurer shall collect the annual dues from each member and shall furnish the Recording Secretary and President with a correct list of all members in good standing regularly each year and at such other times as s/he may be required to do so by the President or Recording Secretary.

V. ARTICLE V -- Process for Bylaw Amendment

These bylaws may be amended by a two-thirds (2/3) vote of a duly called meeting of the Board of Directors.

MWM BOARD MEMBER ROTATION

- For consistency and continuity in the initial period of museum development, all members of the Board of Directors shall serve at least three years following October 2003, the date of the incorporation of the MUSEUM as a non-profit organization.
- In December 2006 and each year thereafter, the president shall appoint a Nominating Committee to prepare a Slate of nominees for officers and one-third of the Board of Directors.
- After December 2006, officers and one-third of the Board of Directors shall be elected annually by the general membership at the museum's general membership meeting in March. Terms for officers shall be one year.
- Terms for members of the Board of Directors shall be three years.
- Vacancies on the Board of Directors due to attrition (relocation, circumstances altering ability to serve) shall be filled by appointment by the Board. Such appointees shall complete the terms of their predecessors.
- Appointees completing the service of a member unable to serve his/her full term may be named by the Nominating Committee for a full three-year term subsequent to completing the term of the departing member.
- Members of the same household shall not serve on the Board concurrently.
- A member with prior service on the Board may be re-elected to Board membership after one year. Priority consideration shall be given to retaining on the Board at all times members who are qualified and available to fulfill the duties of president, secretary, and treasurer.

MORATTICO WATERFONT MUSEUM

2024 CALENDAR OF COMING EVENTS

SAT, MARCH 9, 12 NOON ANNUAL MEMBERSHIP MEETING & LUNCH

SAT, APRIL 27, 9 AM CLEAN-UP DAY

SAT, MAY 4, 11 AM MWM 20th ANNIVERSARY CELEBRATION

SAT, MAY 18, 10 AM DOCENT TRAINING & LUNCH

SAT, MAY 25, 8-10 AM COMMUNITY COFFEE

SAT, MAY 25, FISH FRY

FRI, JUNE 7, 5 PM FIRST FRIDAY HAPPY HOUR

FRI, JULY 5, 5 PM FIRST FRIDAY HAPPY HOUR

SAT, JULY 6, 11 AM - MORATTICO VILLAGE JULY 4TH PARADE
12 NOON - PICNIC AT PAVILION

FRI, AUG 2, 5 PM FIRST FRIDAY HAPPY HOUR

SAT, AUG 3, 2-4 PM PAINT & SIP AT THE PAVILION

SAT, AUG 31, 8-10 AM COMMUNITY COFFEE

FRI, SEPT 6, 5 PM FIRST FRIDAY HAPPY HOUR

SAT, SEPT 14, 4-6 PM 12Th ANNUAL CRAB FEAST

FRI, OCT 4, 5 PM FIRST FRIDAY HAPPY HOUR

SAT, OCT 19, 3 -5 PM 16TH ANNUAL OYSTER ROAST

MORATTICO WATERFRONT MUSEUM
NOMINATING COMMITTEE REPORT 2024

PRESIDENT

DAVID HENLEY

VICE PRESIDENT

JOHN HENRY TAYLOR

TREASURER

DEBBIE SAUNDERS

RECORDING SECRETARY

BETTY BARRACK

CORRESPONDING SECRETARY

CONNIE CONLEY

DIRECTOR

LEIGH HUBBARD

DIRECTOR

JACK PETTIGREW