

Morattico Waterfront Museum

Annual Membership Meeting

March 14, 2026

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.....Marsell Bustos, Chair
Election of Officers and Board Members.....David Henley, President
Adjournment for Lunch

2026 Docents Needed!

MAY TO OCTOBER

on Saturdays from 12 – 4 PM or Sundays from 1-4 PM

Contact: Tina Bustos at Moratticocurator@gmail.com or 804.366-7597

Docent Training and Southern Style Picnic Lunch – Saturday, April 18 at
11:00 am

More information and sign up coming soon



Dear Membership:

As we begin our 22ND year of operation we are blessed by our continued membership and museum visitors. We had a total of 833 visitors for 2025 which continues to increase each year that we are so grateful for.

The most exciting news for 2026 is the pavilion enclosure. We are deeply grateful for this generous gift by Tim & Lisa Benusa. Their initiative and insight will provide us the opportunity to use the facility throughout the year. We are so humbled by their kindness and thankful for such dedicated members.

Speaking of dedicated members, Leigh Hubbard and Marshall Sebra have graciously donated a playground in loving memory of Kay W. Shelton. This is a great asset to our grounds and will be wonderful entertainment for the kids visiting the museum.

We are extremely appreciative for the volunteer services of Tina Bustos and Brenda Gregory for performing the administrative duties of the museum for 2025.

You will find a few of our accomplishments in 2025 below:

Exhibits, Oversight of Collections

- The old house exhibit is continuing to be updated.
- Throughout the year the Administrator and Board oversaw collection items and monitored exhibits and acquisitions for security.

- New collections include a hand bell from Frog Pond School donated by George Shelton which was previously rung by Amelia Lankford at the school.
- We have been using the Sign-Up Genius for docent scheduling.
- We now have internet service and Venmo at the museum.
- We honored Mr. AB Levere who is 95 for his 13 years of service as oyster shucker at our Oyster Roast.

Community Events, Outreach, and Communication

- On March 8th the museum held a successful Annual Membership Meeting and election with 32 attendees, followed by a delicious Brunswick Stew lunch provided by Steve Sykes.
- Annual Clean-up Day was held on April 26th- we had a very cool successful day with 15 people who came with rakes, blowers, and cleaning cloths.
- May 3rd “Opening Day” was a great day with Oscar Farley and Ed Pierce cooking hot dogs, George Shelton displaying the pound net and crab trap, Friend of the Rappahannock and Friends of Belle Isle, and a beautiful gift basket that we raffled. We had approximately 60 people that attended.
- May 17th Docent Training was held and coordinated by Tina & Marsell Bustos who did a fabulous PowerPoint presentation. A delicious brunch was provided by Tina and her daughter. We had 20 participants and each was given a MWM Glass filled with goodies donated by the Bustos’s.
- Community Coffee at the Store was held on May 24th with Tina Bustos and Brenda Gregory serving delicious coffee and tea to 32 guests.
- On May 24th our 1st fundraiser was held – “FISH FRY DINNER”. The event was coordinated by Steve Sykes and King William Caterers with 158 tickets sold. The menu was Catfish, Baked Beans, Slaw, Hushpuppies, and Cake. A big thanks to Steve for his donation to make this a successful event on such a beautiful day.
- A private board event was held on May 31. “A Bourbon Tasting” host by Tom Gale of Virtue Feed and Grain who provided the bourbon for the event. Leigh Hubbard and Steve Sorenson provided the delicious food.
- Our 1st Friday was on June 6th with about 52 people in attendance and again Rob McArdle is hosting the monthly event.
- Seventy-two people came out to celebrate Uncle Sam’s Birthday for the 1st Friday event on July 4th.

- Our first Biscuits & Bubbles was held on the morning of July 5th with Leigh Hubbard serving mimosas and Oscar Farley serving delicious sausage biscuits - we had 30 early morning attendees.
- Morattico Village Independence Day Parade was held on July 5th at 11:00 am which was followed by a picnic in the museum pavilion. Once again, our Steve Sorensen and Oscar Farley were the Chef's! Approximately 135 people were in attendance. Janet Barrack was the Grand Marshall. It was a fun-filled day with about 20 decorated golf carts!
- 1st Friday Happy Hour on August 1st theme was the Little Food Pantry in Lancaster which we collected for.
- The 1st-Stained Glass Class was held on Aug 9th with Angel from Rivah House Creations as our host. It was a great event with 30 participants. She offered Crab, Flip Flops, Blue Heron, Sunflowers as the designs.
- The museum hosted its second of the year Neighborhood Coffee on Aug 30th
- Sept 6th 1st Friday was hosted by Oscar stepping in for Rob.
- The 13th Annual Crab Feast held on September 13th was a beautiful day. A big thank you to Betty Barrack and all who helped with this event. We served 128 people delicious crabs!
- First Friday was held on Oct 3rd with the "Octoberfest". It was a very festive evening with 35 in attendance.
- The 17th Annual Oyster Roast was held on October 18th. It was a perfect sunny day no wind. 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 barbecue and salads, Tri Star Supermarket for a \$100 donation, and Pete Barill for making and donating the cocktail sauce. Thanks to Connie Conley and all the volunteers who always do a fantastic job.
- Playground Dedication was held on Oct 25th in memory of Kay Shelton. Leigh and Marshall provided a reception with light hors d' oeuvres and wine to honor the life, love, and spirit of Mrs. Shelton.
- The Monster Mash Halloween Party hosted by Jennifer Eddy & Oscar Farley on Nov 1st was a fun time. Lots of spooky decoration, scary costumes and mortifying food!
- The final First Friday was held on Nov 7th and everyone really enjoyed these themed events.

- In November you can get your Christmas gifts on our 2nd “Online Silent Auction” A big thank you to Leigh Hubbard and Trish Pohanka for organizing this event and securing the items.
- Tis The Season!! A big thank you to Ronnie & Leah Walker who so beautifully decorated the museum for Christmas. The Christmas Tree on the porch is awesome!
- Saturday, Nov 29th is the Christmas Photo Shoot thanks to museum member and photographer Andre Gariepy and Christmas shopping at the museum.
- New Year’s Eve Party festively decorated with approximately 35 in attendance was held 7:00 to 9:00 pm with everyone sharing an appetizer and drinks.
- Debbie Saunders 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 27th with 15 members and volunteers lending a helping hand to beautify the grounds.
- 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 2025 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 Fish Fry - \$3138; Bourbon Tasting - \$2840; Biscuits & Bubbles \$326; Crab Feast - \$5392; Oyster Roast - \$5949 – Online Silent Auction- \$3480. The MWM “rainy day” account currently stands at \$111,789.36

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

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Profit & Loss

01/09/26

January through December 2025

Accrual Basis

	Jan - Dec 25
Ordinary Income/Expense	
Income	
Cash In	1,900.00
Contributions Income	46,351.00
Credit Card	8.76
Dip Net Workshop	458.15
Fundraiser Income	28,296.70
Ice Cream Income	657.00
Legacies & Bequests	800.00
Membership Dues	9,340.00
Memorial Garden Bricks	335.00
Museum Print Income	25.00
Net Change in Davenport Acct	-80.79
Rental Income	800.00
Retail Sales	4,793.00
Total Income	93,683.82
Expense	
Amazon	157.91
Books of the Northern Neck	-34.95
Cash Out	1,900.00
Computer	509.00
Curator Fees	1,000.00
Custodian	950.00
Dues and Subscriptions	248.00
Fundraiser Expenses	6,927.38
Grass Cutting Expense	2,525.00
Ground Maintenance	1,188.00
Heating & Air Conditioning Exp	679.51
Ice Machine	3,241.88
Insurance	4,299.00
Licenses and Permits	360.00
Memorial Garden Expenses	287.08
Miscellaneous	323.68
Museum Entertainment Expense	284.70
Pavilion Expenses	-100.00
Pavilion Renovation	24,426.67
Playground	-184.72
Post Office Box Rent	72.00
Postage and Delivery	194.80
Printing and Reproduction	509.84
Repairs	
Building Repairs	9,104.79
Equipment Repairs	500.19
Total Repairs	9,604.98
Retail Items	6,959.10
Sign	26.33
Supplies	
Office	194.24
Total Supplies	194.24
Utilities	
Electric	2,153.51
Gas	2,284.94
Total Utilities	4,438.45
Web Hosting Expense	457.82
Total Expense	71,445.70
Net Ordinary Income	22,238.12

4:43 PM

Morattico Waterfront Museum

Profit & Loss

01/09/26

January through December 2025

Accrual Basis

	<u>Jan - Dec 25</u>
Other Income/Expense	
Other Income	
Interest Income	4,767.63
Total Other Income	4,767.63
Net Other Income	4,767.63
Net Income	<u>27,005.75</u>

Morattico Waterfront Museum

Short and Long Term Planning 2026

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. Replaced lights in the pavilion | Completed |
| 5. Enclosed the pavilion | Completed |
| 6. Add light to the shed | In progress |
| 7. Repaired shed with vinyl siding | Completed |
| 8. Ice Machine installed | Completed |
| 9. Repair front porch concrete | In progress |
| 10. Replace railing upstairs going into board room | In progress |

Growth

- | | |
|---|-------------|
| 1. Welcome baskets w/invitation to membership | Ongoing |
| 2. Homes display/information updates | In Progress |
| 3. New interactive touch screens for upstairs exhibits | In Progress |
| 4. Design / Develop Sunset Calendar | Under Study |
| 5. Finish Cookbook and publish | Ongoing |
| 6. Increase visitors by 10% over the next 5 years | Ongoing |
| 7. Update docent training to make more dynamic | Ongoing |
| 8. Morattico Museum Mile Walk on Opening Day | Under Study |
| 9. Video by a naturalist about Morattico birds | Under Study |
| 10. Restructure Curator/ Administrative Duties | In Progress |
| 11. Evaluate Pavilion Rental Agreement due to Investment & Upgrades | |
| 12. Docent Query | 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.

Bylaws, page two

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.

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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 counter-sign 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.

2026 BOARD CALENDAR

Sat. March 14: 12 Noon: Annual Membership Meeting & Lunch

Sat. April 18: Docent Training 11AM (includes Southern Style Picnic Lunch)

Sat. April 25 @ 9 am: Clean Up Day- Outside and Inside Storage

Fri. May 1 at 5:00 pm: First Friday Happy Hour

Sat. May 2 from 12:00 – 4:00: Opening Day

Sat. May 23 from 8:00 am – 10:00 am: Memorial Day Community Coffee

Sat. May 23 from 4:00 pm – 6:00 pm: Fish Fry

Fri. June 5 at 5:00 pm: First Friday Happy Hour

July 3 at 5:00: First Friday Happy Hour

Sat. July 4 at 11:00 am: Village July 4th Celebration Parade & Picnic

Fri. August 7 at 5:00 pm: First Friday Happy Hour

Fri. September 4 at 5:00 pm: First Friday Happy Hour

Sat. Sept. 5 from 8:00 – 10:00: Labor Day Community Coffee

Sat. September 12 from 4:00 pm – 6:00 pm: 13th Annual Crab Feast

Fri. Oct 2 at 5:00 pm: First Friday Happy Hour

Sat. October 17 from 3:00 – 5:00 pm: 17th Annual Oyster Roast

Sun. Nov 1: Museum closes for the season

Thurs. December 31@ 7:00 pm: New Year's Eve Party

MORATTICO WATERFRONT MUSEUM
NOMINATING COMMITTEE REPORT 2026

PRESIDENT

DAVID HENLEY

VICE PRESIDENT

JOHN HENRY TAYLOR

TREASURER

DEBBIE SAUNDERS

RECORDING SECRETARY

BETTY BARRACK

CORRESPONDING SECRETARY

CONNIE CONLEY

DIRECTOR

KIM GITTMAN

DIRECTOR

RONNIE WALKER

DIRECTOR

TINA BUSTOS