

Morattico Waterfront Museum

Annual Membership Meeting

March 11, 2023

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, APRIL 15, 10:00 AM



Dear Membership:

Approaching a new museum season with enthusiasm, we can review the past year with pride. Equally as important as our generous membership and volunteers, our guest registry indicates that 566 individuals visited the museum this year.

What follows is a summary of 2022 accomplishments made possible by the commitment of an extraordinary membership base.

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

Exhibits, Oversight of Collections

- Throughout the year the Curator and Board oversaw collection items and monitored exhibits and acquisitions for security.
- The Department of Historic Resources granted a Historical Highway Marker on July 14, 2022 which was placed at the intersection of Morattico and River Roads designating the historic significance of Morattico.

Community Events, Outreach, and Communication

- A Drive-thru Chili Take Out was held on February 13th for Super Bowl Sunday. Thank you to the Lancaster Moose for helping us with this event.
- On March 12th the museum held a successful Annual Membership Meeting and election, followed by a delicious Brunswick Stew lunch provided by Steve Sykes.
- April 9th Docent Training was held and coordinated by Tina & Marsell Bustos who did a fabulous PowerPoint presentation. Brenda Jackson did an awesome job providing the barbecue lunch. We had 30 appreciative participants.
- Opening Day was held on April 30th with approximately 85 people attending. 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. A beautiful gift basket was donated by Tina Bustos and Kyle Lee for raffle. Golf cart rides were provided for the guest.
- On May 28th our 2nd fundraiser was held - Shrimp Take-out Dinner! A big success. Thanks to Suzanne and Shane Reynolds and all the volunteers who helped with this event. We served 185 dinners the most yet!
- Paddle with Steamboat Wharf Oyster Co. and Friends of the Rappahannock took place on June 19th. The 15 paddlers gained knowledge about oyster farming and aquaculture. A real enlighten experience.
- Morattico Village Independence Day Parade was held on July 2nd 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! Also, a special thank you to Steve Sykes for providing the food for this event. We had the pleasure of listening to Bob Wilson on guitar. Approximately 165 people in attendance. It was a fun-filled day!
- The popular Paint & Sip Party was held on August 6th with Becky Jones leading the foray! Thanks to Tina Bustos for organizing this fun and creative event.
- Seventeen people experienced a beautiful full moon paddle with Brent Hunsinger, Friends of the Rappahannock.
- The museum hosted a Neighborhood Coffee on the morning of Sept 3rd.
- The Annual Crab Feast held on September 10th was a beautiful day. A big thank you to Betty Barrack and all who helped with this event.

- The Oyster Roast was held on October 17. We had great weather and turnout for the event. Special thanks to the Steamboat Wharf Oyster Co. for donating the raw bar, Pattie Brogan for donating the clams for the chowder, Lisa Benusa for providing the salads, and Tri Star Supermarket for a \$100 donation. We are always grateful to Martin Berend for making his beer for us. Thanks to Connie Conley and all the volunteers who always does a fantastic job.
- The New Year's Eve Cocktail Party was held on December 31 from 7-9 pm. Tina Bustos did a wonderful job making the museum festive for the evening. The photo booth was again a BIG HIT!!!
- MWM Docent Marsell Bustos provided a guided tour to groups from Commonwealth Assisted Living - with rave reviews from the groups !!
- 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 23rd with members and volunteers lending a helping hand to beautify the grounds.
- Due to a freak storm on June 2, 2022, the roof was blown off. Thanks to Sam McCracken for his time and knowledge to engage a contractor to replace the roof which has been completed.
- The removal of the old chimney in the back of the building has been completed.
- Thanks to David Henley and James Smith the garage roof has been painted.
- New tables and chairs for the pavilion have been purchased.

- 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 2022 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 Drive-thru Chili - \$800; Shrimp Take-Out - \$2433; Crab Feast - \$5236; Oyster Roast - \$6979. 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

Morattico Waterfront Museum
Profit & Loss
January through December 2022

	<u>Jan - Dec 22</u>
Ordinary Income/Expense	
Income	
Cash In	1,200.00
Contributions Income	14,676.00
Fundraiser Income	21,739.00
Grants	1,500.00
Ice cream profit	574.50
Ice Donations	107.00
Legacies & Bequests	550.00
Membership Dues	8,350.00
Memorial Garden Bricks	290.00
Museum Print Income	25.00
Rental Income	350.00
Retail Sales	2,363.62
Roof insurance deposit	27,817.08
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Total Income	79,542.20
Expense	
Cash Out	1,200.00
Chesapeake Ice Company	269.07
Contributions	100.00
Curator Fees	4,575.00
Curator Supplies	198.80
Custodian	400.00
Dues and Subscriptions	248.00
Fundraiser Expenses	5,950.88
Grass Cutting Expense	952.64
Ground Maintenance	147.39
Ice Machine	99.30
Insurance	3,709.00
Licenses and Permits	189.00
Memorial Garden Expenses	486.29
Miscellaneous	1,939.42
Museum Entertainment Expense	291.83
Post Office Box Rent	62.00
Postage and Delivery	92.80
Printing and Reproduction	618.00
Repairs	
Building Repairs	34,519.56
Equipment Repairs	41.99
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Total Repairs	34,561.55
Retail Items	3,096.80
Supplies	
Cleaning	31.78
Office	184.35
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Total Supplies	216.13
Tables & Chairs	5,532.85

Morattico Waterfront Museum
Profit & Loss
January through December 2022

	<u>Jan - Dec 22</u>
Utilities	
Electric	1,994.00
Gas	1,558.06
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Total Utilities	3,552.06
Video Recording	1,175.00
Web Hosting Expense	264.49
Website Register	110.00
	<hr/>
Total Expense	70,038.30
Net Ordinary Income	9,503.90
Other Income/Expense	
Other Income	
Interest Income	-112.13
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Total Other Income	-112.13
Net Other Income	-112.13
Net Income	<hr/> <hr/> 9,391.77

Morattico Waterfront Museum

Short and Long Term Planning 2023

Goal/Objective

Status

Buildings and Grounds

- | | |
|--|-------------|
| 1. Removed old chimney 2022 | Completed |
| 2. Repurpose two areas for audio/visual viewing | In Progress |
| 3. Replaced pavilion tables and chairs 2022 | Completed |
| 4. Fan maintenance (pavilion) | Annually |
| 5. HVAC replacement July 2021 | Completed |
| 6. Renovate/paint old garage Nov 2021 | Completed |
| 7. Painted garage roof Oct 2022 | Completed |
| 8. Replaced museum roof (storm damage) 2022 | Completed |
| 9. General museum maintenance | Ongoing |
| 10. Second Floor storage room clear-out & organization | Ongoing |

Growth

- | | |
|---|--------------|
| 1. Welcome baskets w/invitation to membership | Ongoing |
| 2. Historic marker installed 2022 | Completed |
| 3. Old Homes display/information updates | 2023 Project |
| 4. Love Sign | Under Study |
| 5. Explore music series | Under study |
| 6. 20 th Anniversary Celebration | In progress |
| 7. Audio Visual & Social Media upgrade | In progress |
| 8. History on the Go program with schools | Under Study |
| 9. Expand John Smith exhibit | Under Study |
| 10. Offer videos on the website | Under Study |
| 11. Rivebred & Blest Home Tour | In progress |
| 12. Lecture Series in honor of Pat Mcgee | Under Study |
| 13. Morattico Cookbook | Under Study |
| 14. Sunset Calander Photo Contest | 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.

Bylaws, page three

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.

MORATTICO WATERFONT MUSEUM

2023 CALENDAR OF COMING EVENTS

SAT, MARCH 11, NOON - ANNUAL MEMBERSHIP MEETING & LUNCH

SAT, APRIL 15, 11:00 AM - DOCENT TRAINING & LUNCH

SAT, APRIL 29, 9:00 AM - CLEAN-UP DAY

SAT, MAY 6 - MWM OPENS FOR 2023 SEASON / OPENING DAY

12 -4 PM SAT; 1-4 PM SUN THROUGH OCTOBER

SAT, MAY 27, 8-10 AM - MORATTICO COMMUNITY COFFEE

SHRIMP TAKE-OUT

SAT, JULY 1, 11 AM - MORATTICO VILLAGE JULY 4TH PARADE

12 NOON - PICNIC AT PAVILION

SAT, AUG 5, 2-4 PM - PAINT & SIP

SAT, SEPT 9, 4-6 PM - 10TH ANNUAL CRAB FEAST

SAT, OCT 21, 3 -5 PM - 13TH ANNUAL OYSTER ROAST

MORATTICO WATERFRONT MUSEUM
NOMINATING COMMITTEE REPORT 2023

PRESIDENT	DAVID HENLEY
VICE PRESIDENT	JOHN HENRY TAYLOR
TREASURER	DEBBIE SAUNDERS
RECORDING SECRETARY	BETTY BARRACK
CORRESPONDING SECRETARY	CONNIE CONLEY
DIRECTOR	DEBORAH EDGAR
DIRECTOR REPLACING SAM McCracken –	KYLE LEE
DIRECTOR	STEVE SORENSEN
DIRECTOR	MARSELL BUSTOS