

**Port Penn Historical Society Quarterly Meeting Minutes  
Meeting on March 6, 2025 at Parks Headquarters, Fort DuPont Complex – 6:00pm to 7:00pm**

Those present: Linda Beck, Tracy Beck, Guy Harrington, Julie Harrington, Wes Jones, Jennifer Naylor and Jeff Reed.

Those absent: John Chaney, Nancy Cornish, Carleen Czajowski, Laura Lee, David Orr and John Ringer.

**Minutes from December 5, 2024 Meeting:** Motion to approve Minutes by Wes Jones and seconded by Linda Beck.

**Treasurer's Report:** Treasurer's Reports and 2024 Final Budgets emailed to Board by Wes Jones. Treasurer's Report as of December 31, 2024.

Treasurer's Report is two pages, one page for the Capital Account which will be used for Capital Projects and the second page for our Operating Account. Going forward any operating expenses will come from the Operating Grant in Aid (GIA) Account.

Quick interruption during the Treasurer's Report to discuss and vote on moving the total amount needed for the Waterman Statue from the Delaware Community Foundation to our Checking Account now due to Market Volatility. If we do receive the Longwood Foundation Grant which we applied for to help fund the Waterman Statue, we can move the money not used for the statue back to the Delaware Community Foundation account. Board voted all in favor of moving the money.

Budget is also two pages for the same reason as above. For 2024, we brought in more money than we had thought we would and spent less. We are in good shape heading into 2025. Linda Beck noted the Waterman Statue Maintenance line item on the Budget should be changed just to Waterman Statue as we are not maintaining the old statue any longer.

Motion to accept Treasurer's Report by Jeff Reed and seconded by Linda Beck.

**On-going PROJECTS:**

**2025 Flag Flying Days:** Guy Harrington will purchase five new flag holders and brackets and install on poles prior to first flag flying day. PPAHS will reimburse the expense. Wes Jones volunteered to hang the flags for Labor Day and take down after Patriot's Day. Guy Harrington will cover the other dates unless someone else volunteers for some of the dates. John Stachowski, a local resident, is willing to help.

**2025 Flag Flying Days:**

Flags are flown 3 days before and after the holiday:

*Memorial Day, Monday, May 26 (flags to stay up through 07/04)*

*Flag Day, Saturday, June 14*

*Independence Day, Friday, July 4*

*Labor Day, Monday, September 1 (flags to stay up through 09/11)*

*Patriot's Day, Thursday, September 11*

*Veteran's Day, Tuesday, November 11*

**Banners:** Winter Banners are up until May and then the Summer Banners will go up. There was a quick mention after the meeting about maybe getting a Banner for the Spring to help with how long the Winter

Banners remain up. Julie Harrington mentioned looking to see if there was a Spring painting we could use. Will discuss further. Guy Harrington will hang take down the Winter Banners and hang the Summer Banners when it is time.

**PPAHS T-Shirts:** Are available for sale. Please promote these as you can.

**Waterman Statue:** To date we have received \$3,515.00 in donations. \$1,000 was from the Port Penn Volunteer Fire Co. Everyone has been sent a thank you letter. A question regarding the information plaque that will go on the statue was raised. The question was regarding donations for \$1,000 or more and whether they should be added to the plaque to show their donation. Decided that yes, they should be acknowledged. Julie Harrington will reach out to all donors prior to the plaque being made to see if they want to be listed. We will also need to determine the size of the plaque and speak with the sculptor on where he will place it on the completed Waterman Statue. Tracy Beck asked whether there was a way to acknowledge everyone with something like “Members of the Community”. Will discuss further as we get closer.

There was a board meeting held on January 10, 2025 to discuss the Waterman funding, since we did not receive the Crystal Trust Grant. It was decided that PPAHS should apply for the Longwood Foundation Grant, due on March 1st, payout in June. Thank you to Laura, Wes, Linda & Tracy for their assistance in writing and submitting the grant. This grant only covers 50% (\$19,000.00) of the statue project. A further vote was made to fully fund the statue project if PPAHS does not receive the Longwood Foundation Grant. In either case, PPAHS will either pay 100% or 50% of the cost. There was much discussion about when to move our money out of the Delaware Community Foundation account to cover our expenses for this project. It was determined at that time that Wes Jones will keep an eye out on the market and move the money earlier than needed (June 2025), if it is determined that there will be a significant drop in the market. This was again discussed at tonight’s meeting, and it was voted that we will move the money now.

The artist has been informed of our decision to not make any payments until June 2025. This will be paid out in 3 installments of \$12,500 each. This will be our biggest expense/project for the year 2025.

**Member’s Event:** The event will again be held in the Fall in place of our September meeting. The hope is to have an unveiling of the Waterman Statue as well as a Grand Re-Opening of the Port Penn Interpretive Center. Date to be determined.

## **2025 PROJECTS:**

- **PPAHS has applied for \$5000 “Grant-in-Aid’-in-Aid’ with the State of Delaware.** *Grant-In-Aid (GIA) is an appropriation made by the General Assembly to support the activities of non-profit organizations that provide services to the citizens of Delaware. The purpose of this funding is to provide supplemental funding to service agencies and should not be construed as a sole source of funding.* This will be for Fiscal Year 2026. We will know the decision July 2025.
- **Stewart Cemetery:** Priority Services has sent over the 2025 Contract with the cost for grass cutting. The cost per cut has gone from \$106 to \$110. It was agreed to stay with them for this year. The Cemetery will need some stone on some of the road. Not a lot, just enough for a base. Linda Beck spoke with Bert Scolletti from the Controller Generals Office who manages all Grants for Non-Profits and was told that we can use the Grant in Aid for maintenance. Guy Harrington asked whether it would be less expensive to use millings, but it was decided that they are toxic and not a good idea although they are less expensive.

- **Audit:** An Audit of the PPAHS books will need to be done for 2024. Julie Harrington will make sure that Wes Jones has everything needed. Linda Beck will reach out to Sam Eaton to assist. Tentatively scheduled for March 29, 2025.
- **New Board Members:** The following people were recommended as potential Board Members. John Stachcowski, Bob Meadows, Gerri Wood, Sharon DiCarolis and Marie Poore. The Board was also asked if they had any other suggestions. Jennifer Naylor suggested a post card or some sort of mailing to the Port Penn Residents letting them know about the Historic Society and our need and want for new Board Members. It was then suggested that something could be hung in the Port Penn Post Office. Julie Harrington will reach out to any suggested Board Members and then there will be an email vote by the Board on whether they will be accepted.
- **2025 Newsletter:** The newsletter has been completed, printed and mailed out. Thank you to Bob Meadows for writing the main article.
- **Augustine Beach Trees:** For Spring 2025, all trees will need to be reassessed after the 2024 drought. Possible project to replace any damaged trees. Linda Beck, Guy Harrington and Julie Harrington to assess once the weather improves a bit. Trees will need to be mulched and weeded. Will reach out to the Cutting Edge for mulch. Julie Harrington will reach out to Cub Scout contact to see if they are available to help us with this project. Suggested the project take place on Saturday May 3rd. If there is inclement weather, Julie Harrington will send an email out with another date. Please mark your calendars!

**2025 Meeting Dates:** The location of the 2025 meetings will be determined based on the status of the structural work at the Port Penn Interpretive Center. Upcoming meeting dates are June 5<sup>th</sup>, September 4<sup>th</sup> and December 4<sup>th</sup>. The September meeting can be our Annual Members Event, which will be held in either September or October. **Special Projects, Budget etc. may need additional meetings.**

**Port Penn Interpretive Center:** The daylilies and hydrangeas that were dug up for the Interpretive Center construction will need to be replanted once construction is complete and the weather warms up. Tracy Beck suggested waiting until Fall but that would mean the plants would need care all Summer and they are all just in pots. Will pick a day for plantings and send out an email for volunteers.

**Other Projects:** The following projects are still live but have not had any movement at this time. More information will be provided once there is a change.

- Website Design and Hosting
- Oral Histories

**Parks Report:** Julie Harrington for Mark Wise

- **Port Penn Museum:** The museum has been lowered back on its foundation and is continuing to be back filled. No further update at this time.
- **Streetlights:** There are three lights in Port Penn that need new bulbs or are not working correctly. Parts and bulbs have been ordered.

**Motion to adjourn by Wes Jones and seconded by Guy Harrington.**