

## **Port Penn Historical Society Quarterly Meeting Minutes**

**Meeting on December 4, 2025 at Parks Headquarters, Fort DuPont Complex – 6:00pm to 7:00pm**

Those present: Linda Beck, Tracy Beck, Guy Harrington, Julie Harrington, Wes Jones, Bob Meadows, Jennifer Naylor, Jeff Reed and Jake Miller and Mark Wise from Parks.

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

**Minutes from June 5, 2025 Meeting:** Did not have a September meeting as we normally have a Members Event. Motion to approve Minutes by Guy Harrington and seconded by Wes Jones.

**Treasurer's Report:** Treasurer's Reports and Budgets emailed to Board by Wes Jones. Treasurer's Report as of September 30, 2025.

Treasurer's Report is two pages, one page for the Capital Account which will be used for Projects and the second page for our Grant in Aid (GIA) Account which will be used for Operational Expenses. We received \$19,000.00 Grant from the Delaware Community Reinvestment Fund which will fund half the cost of the statue, some donations and some dues, all applied to the Capital Account. Money was transferred out of our Delaware Community Foundation account for the balance of the Waterman Statue. Once the Waterman Statue is complete and paid for, the remaining balance moved to the Capital Account will be moved back to the Delaware Community Foundation. Also received the \$5,000.00 Grant in Aid (GIA) Grant which was applied to the GIA Account which will be used toward Program expenses. PPAHS will be applying for the same Grant in Aid Grant for Fiscal Year 2027.

Budget is also two pages for the same reason as above. The Capital Account Budget is only for Projects and the Grant in Aid Budget, will be used for Programs. With the help of the Grants, we spent less money than we budgeted and have more money than we budgeted. We are in good shape.

Motion to accept Treasurer's Report by Linda Beck and seconded by Julie Harrington.

### **On-going PROJECTS:**

**2025 Flag Flying Days:** The flags and poles have taken a beating this past year with the high winds. 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. Will need to assess cost of replacement flags, poles and brackets if needed. Can use the Grant in Aid Grant for this.

**Banners:** Thanks to Guy Harrington for hanging the Hero Banners. Next up will be the Winter Banners. The Summer Banners need to be replaced; they are very sun damaged. The cost should be around \$800.00 - \$1000.00. Julie Harrington will get an updated quote. When replaced last, in 2021, the cost was \$800.00. Once Julie has a quote, the Board can vote on this expense. There was a quick discussion regarding looking into a Spring Banner which could help with the exposure of the Summer Banners but it was decided that replacing them every five years or so is not bad.

**Waterman Statue:** To date we have received \$5,355.00 in donations. All donors have received a thank you note from the PPAHS.

In July 2025, the Port Penn Historical Society received the \$19,000.00 Grant from the State of Delaware's Community Reinvestment Fund that we applied for in May. This Grant will cover half the cost of the

Waterman Statue. A plaque for the Waterman Statue has also been completed by Insta-Signs Plus at a cost of \$610.00. The plaque has been delivered to Matt Harris, the blacksmith completing the statue, and will attach it to the base of the statue on the back side. Matt Harris has been paid \$33,500.00 toward the Waterman Statue at this time.

There was an unveiling statue committee meeting held on October 21, 2025 with Linda Beck, Tracy Beck, Carleen Czajowski, Julie Harrington, Bob Meadows, Jennifer Naylor and Jeff Reed. The group agreed that the unveiling should be the Member's Event for 2026. Wes Jones recommended that we do a "Spring Fling" for the unveiling of the Waterman Statue as well as the newly re-opened and refreshed Port Penn Interpretive Center. This would also be our Member's Event.

Bob Meadows visited the Matt Harris Studio on December 2<sup>nd</sup> and said he is definitely making progress. Julie Harrington will email Matt Harris with a reminder that due to the Grant, the statue has to be completed by December 31, 2025. Bob Meadows also dropped off a turtle shell that will be a model for the statue. He will visit again in a couple weeks.

**Member's Event 2025 and 2026:** Due to the Waterman Statue not being finished we did not hold a Member's Event in 2025. Wes Jones will put a blurb on the website noting the moving/skipping of 2025 and what is to come with the Waterman Statue and refreshed Interpretive Center in 2026.

**Grant In Aid:** The Port Penn Historical Society received \$5,000.00 from the State of Delaware for Fiscal Year 2026 in July 2025. We are in the process of applying for \$5,000.00 for Fiscal Year 2027, application due December 5, 2025. Thank you to Linda Beck, Tracy Beck and Wes Jones for their time and assistance with the Grant application.

**Stewart Cemetery:** Priority Services has finished the grass cutting for 2025. We paid a total of \$1,430.00 in 2025 at a cost of \$110.00 per cut, every other week, April through October. Discussion on whether we need to move forward with adding stone to the drive. Guy Harrington will visit to determine what is needed and how much. Mark Wise will see if Parks has a stone contact and we will also get a second estimate once it has been determined if there is a need and what it would be. Guy Harrington will also check on the Wayside Sign. Parks is looking into a replacement project for the signs.

**New Board Members:** The PPAHS is still looking for new Board Members. Suggestions welcome!

**Augustine Beach Trees:** The trees are all looking good. Will arrange mulching and weeding for Spring 2026. Julie Harrington saw the Scouts that helped this past Spring and they are willing to help again in 2026. Discussed tying in the replanting/planting at the Port Penn Interpretive Center with this project.

**2026 Quarterly Meeting Dates:** The location of the 2026 meetings will be determined based on the status of the opening of the Port Penn Interpretive Center. 2026 meeting dates are March 4<sup>th</sup>, June 4<sup>th</sup>, September 3<sup>rd</sup> and December 3<sup>rd</sup>. The June meeting can be our Annual Members Event, which will be held in May. Tentative Date of May 17, 2025. **Special Projects, Budget etc. may need additional meetings.**

**Newsletter:** Tracy Beck and Wes Jones will write an article for our next newsletter.

**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. Will need to replace one hydrangea. Jennifer Naylor mentioned that Parks prefers the plating of natives at their locations. There is

a list of plants on their website that will be looked over. Planting may be done the same day as the Augustine Beach mulching.

**Parks Report:** Mark Wise and Jake Miller

- **Port Penn Museum:** Painting has been completed. Ran into some water issues after construction which have now been completed and the building has been winterized. Propane will be delivered this upcoming week and the heat will get turned back on. The floors were not refinished but did not have any damage and look good. The exhibits will be added back to the museum in phases and hopefully all installed by April or May. There isn't an order to what will be completed in the refresh and installed first, but all exhibits added back will be part of the refresh.
- **Streetlights:** Bulbs have been replaced on the two poles that were out.
- **2026 Park Programs:** Jake Miller will provide a list of the upcoming Programs for 2026 so they can be added to the 2026 newsletter.
- **250<sup>th</sup> Anniversary Celebration:** Parks will have events scheduled. Delaware City is doing something in June. Hoping that the event for Port Penn will be the museum refresh and re-opening. More to come.
- **Video for PPIC:** Bob Meadows recorded a net making video that will be part of the refresh at the museum. Thanks to Bob for doing this!

**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

**Motion to adjourn made by Wes Jones and seconded by Tracy Beck.**