

SUFFOLK COUNTY VANDERBILT MUSEUM

BOARD OF TRUSTEES

MINUTES

A regular meeting of the Suffolk County Vanderbilt Museum Board of Trustees was held on December 16, 2009, in the mansion, Centerport, New York.

The following were in attendance:

Noel Gish – President
Michael B. DeLuise – 1st Vice President
Matthew Swinson – 2nd Vice President
Ronald A. Beattie – Treasurer
Gretchen Oldrin Mones – Secretary
Dr. Steve Gittelman – Trustee
Sarah Anker – Trustee
Donald B. McKay – Trustee
Thomas D. Glascock – Trustee
Dr. William Rogers – Trustee
Carol Ghiorso-Hart – Executive Director
John Pokorny - Staff
Peter Newman – Staff
Lance Reinheimer – Budget Review Office
Barbara Oster – Staff
Michael Iadevaia - Accountant
David Thaler – Guest
Ann Marie Pastore – Stenographer

Absent:

Dr. Anthony Pecorale – Trustee
Dan Olivieri - Trustee
Arthur M. Sillman – Trustee

(Mr. Noel Gish called the meeting to order at 7:30 p.m.)

MR. GISH:

Good evening. Welcome to the December meeting of the Board of Trustees for the Suffolk County Vanderbilt Museum. I'm going to ask you to rise for the Pledge of Allegiance.

(Salute to the Flag)

Ann Marie, do we have a list of guests in attendance?

MS. PASTORE:

Yes.

MR. GISH:

Is there anybody from the Oversight Committee that wishes to speak to the Board? There are no comments from the Oversight Committee.

MS. GHIORSI-HART:

Wait, Lance is here.

MR. REINHEMINER:

We have not met, and the Oversight Committee disbands at the end of this year. I have nothing to report. I'm basically here from Budget Review. Barbara LoMoriello is the representative from the Oversight Committee. Barbara told me she couldn't make it this evening. I guess I'm wearing both hats.

MR. GISH:

And we appreciate that immensely because it's cold out. Can I get a motion from the Board to accept the minutes of the October meeting? The November meeting, as I'm sure you are aware, was an informal meeting, although Ann Marie did send out minutes for that meeting. We did not have a quorum. So can I have a motion to accept the minutes for October?

MR. BEATTIE:

Motion.

MR. SWINSON:

Second.

MR. GISH:

All in favor? Opposed? **(Vote: 8/0/0/7 Not Present: Dr. Gittelman & Dr. Rogers. Absent: Mr. Olivieri, Dr. Pecorale, Mr. Sillman. Two vacant positions.)**

Correspondence -- just to let you know -- I did receive a letter from Lynn Dwyer. She has tendered her resignation. She said that time restraints and work responsibilities are just too heavy, and she does not have the time to devote to the institution. We will have a vacancy on the Board. I'm sorry to have her leave the Board. I thought that she was going to be able to help us with grant writing and some efforts. But work does take priority here.

We do have some important work tonight. The Audit Committee, Tom, if you could report on that for us.

MR. GLASCOCK:

Sure, the Audit Committee met early this month. It met with ABZ and reviewed the 2008 audit. At that meeting were Mike DeLuise, Ron Beattie, Carol Hart, and Noel Gish. I think that many of the questions were answered. I know a copy of the audit was circulated to the Board earlier this week. Unless there are questions, I'd like to make a motion that we accept the audit.

MR. GISH:

Any questions? Do we have a second?

MS. OLDRIN MONES:

Second.

MR. GISH:

Carol sent the audit to everyone. All in favor of accepting the audit?

MS. ANKER:

Just a quick statement. Just be aware that this particular audit company has a few issues in the Eastern Towns. I won't go into detail but just be aware of that. Review it if you feel there are any questions.

MR. GISH:

We did go over, as a Board, extensively with ABZ their audit. They did make some changes in their audit. I did check with Barbara and the staff to make sure that in their audit procedures they did not create havoc, but things moved smoothly. That seemed to be sort of the

standard bill of fare. Everybody seemed to get along very well with this group. Carol was pleased. Barbara was pleased. The key people that were there were pleased. When I was there with regularity, they seemed to be hard at work and followed things through. They would pick one check and work it all the way through to find out exactly where the receipts were. I was very comfortable with them. We will obviously keep that in mind.

MR. SWINSON:

My questions, if you guys didn't hear me, I was just curious -- not to get into all the details of what the issues might have been, but what was at least one issue.

MS. ANKER:

I think there was a town -- I think it was Southampton -- there were a couple of towns out east that had some issues with this company. Again, it's just --

MR. GISH:

Maybe we should address that in the Finance Meeting.

MS. ANKER:

Just to be aware of that. They're probably a great company. I'm sure they're doing a good job right now. Again, just keep that in the back of your heads.

MR. GISH:

We went with a new audit company, and that was a choice. If you remember correctly, we had a choice of two. We made a determination to go with this audit company. Well, let's take that first motion. All in favor of accepting the audit from ABZ? Opposed?
(Vote: 8/0/0/7 Not Present: Dr. Gittelman & Dr. Rogers. Absent: Mr. Olivieri, Dr. Pecorale, Mr. Sillman. Two vacant positions.)

MR. GLASCOCK:

Which brings us to 2009. We're nearing the end of this year, which begins the process for a new audit for this past year. I would like to make a motion that beginning in January that we begin looking at the task of bringing together an audit for 2009.

MR. GISH:

Do we have a second?

MR. SWINSON:

I'll second the motion.

MR. GISH:

Any comments? All in favor? Opposed? **(Vote: 8/0/0/7 Not Present: Dr. Gittelman & Dr. Rogers. Absent: Mr. Olivieri, Dr. Pecorale, Mr. Sillman. Two vacant positions.)**

I will just comment that I think that's a good thing that we are up to date on our audits. That is going to make it a lot easier for us to give grants. This is a good thing. We're going to be moving very, very quickly with this. I would like to suggest, as I have in the past, that we do not have the Treasurer and the President on the Audit Committee.

I know that it may be acceptable, but I would think that it would be probably better, as far as our transparency, if the Audit Committee was made up of people other than the President and the Treasurer on the Audit Committee. I would like to see that maybe an Audit Committee could be put together and maybe once every three months, quarterly, just meet and review the audit procedures as its going through so that this is going to go very smoothly. Hopefully this time next year we will again be up to snuff on where we should be with the audits.

(Dr. Gittelman & Dr. Rogers entered the meeting at 7:40 p.m.)

Nomination Committee for 2010. Sarah, would you please present the slate for 2010 that will take over on January 1?

MS. ANKER:

Do you have a hard copy? I just have my Blackberry if you don't have one. I can just read it off my Blackberry. The nominations for 2010 are Noel Gish as President, Michael DeLuise as 1st Vice President, Gretchen Oldrin Mones as 2nd Vice President, Ron Beattie as Treasurer, and Don McKay as Secretary.

MR. GISH:

Thank you. Can we have a second?

MR. GLASCOCK:

Second.

MR. GISH:

All in favor? Opposed? **(Vote: 10/0/0/5 Absent: Mr. Olivieri, Dr. Pecorale, Mr. Sillman. Two vacant positions.)**

MR. GISH:

That slate will be in from January 1, 2010 until the end of December, 2010. Thank you, Sarah, I appreciate that.

Director's Report.

MR. BEATTIE:

Did you want to get the Treasurer's Report out of the way first?

MR. GISH:

I was not going to deal with the committee reports tonight so that we could make it short and sweet as possible.

MS. GHIORSI-HART:

I promise to keep this short. We're very happy to have everybody in a different location tonight in our decorated mansion. Many of our visitors have really been enjoying the ambiance down here, so we thought it would be a nice place to be, especially since we had emptied out these rooms for our holiday dinner. The tables were already here. We have had very successful – three seatings on two different Saturdays. I'm happy to report that that went very well. We learned a lot about marketing that particular event. That will be helpful for next year.

We look forward to some of our upcoming holiday events. This Saturday night it's Bella Gaia in the Planetarium. It's a live performance with a violinist playing to beautiful images of earth from space. We have Martha Clara Vineyards donating some wine. We're going to have some cheese. Hopefully it will be a clear night so our observatory will be open. We expect that to be a special evening.

I'm really happy to announce that the Bank of America has given us a \$4,000 sponsorship grant. They are going to be sponsoring our holiday candle-light tours, which are scheduled for Saturday, the 26th, and Sunday, the 27th, from 6 until 8 p.m. Because of the sponsorship, it will be free to the public. They will be able to walk through the mansion, visit the galleries in this area, and then also we're going to be running planetarium shows between 6:00 and 8:15 p.m. That will also be free to the public.

Bank of America was very anxious to do something over the holidays for families and for the public. When we explained this opportunity, they were really excited about it.

MR. BEATTIE:

I'm sorry. When is that again?

MS. GHIORSI-HART:

December 26 & 27, from 6 until 8 p.m. We can thank Bank of America for that. That was a very exciting thing.

Also this week our three capital projects came up for a vote in the County Legislature on Tuesday. I'm happy to report that all were passed. We just got the money appropriated to continue some of the work that has started.

The façade project here in the bell tower area, money was appropriated for that. We have planning money appropriated for the bridge. That's our access into the courtyard and that will further study and plan the restoration of that bridge.

As you might remember, almost two years ago there were difficulties with the bridge. We had to close it down temporarily. Engineers came in to study it and did open it but with some restrictions and advised us at that time that we better start planning for some work on that. We're very happy that planning money was appropriated.

Then we also are continuing the restoration of Normandy Manor. There is money appropriated for Normandy Manor to complete the roofing projects. Again, much of the roof is slate. We're missing pieces. There is a lot of rotting wood and some flat surfaces that need to be done. So most of the money will go toward keeping the water out of Normandy Manor and help that building.

It was a very good day for us at the Legislature. We're very thankful that all those appropriations came through for us. That was the second good news.

We had a volunteer party. We've been very busy during this holiday season. We had our tree lighting. Again, you'll notice the beautiful tree in the courtyard. We had a volunteer evening here. We, again, opened the mansion up and had the volunteers come through to see the beautiful work.

Many of the volunteers are garden clubs who come and decorate the mansion. It was nice that they could come and see the wonderful work they did. I thank Noel, Gretchen and Ron who have been around helping with all of this. We have had a really successful holiday season so far. We're really looking forward to that break between Christmas and New Year's Eve.

I will finish up with the other big, exciting news that happened this week. Not to be too dramatic, but I have here some of our audio tour equipment. I will pull this out to show you. We received 45 units. They are all up and running, ready to go. We had a representative here this morning just going over any questions we had.

She took the tour. She works at the Guggenheim. She just was in love with the Vanderbilt Museum and with this tour. The tour has the voice of Mr. Vanderbilt, as well as some other people. It's just really wonderful. It really brings you right back into that time period, which is a lot of what we try to do in the mansion area. We want visitors to feel like they are back in time and back to the time with Mr. Vanderbilt.

MR. SWINSON:

At this time, how many languages do we have on there?

MS. GHIORSI-HART:

Right now there is just one language. It's about 50 minutes. It has the capability of five to six hours of recording time. Down the line we can add more languages. We can add more depth of information. There is a lot of potential. This is really just the beginning.

These tours are walking tours of the museum areas that visitors don't get a lot of interpretation from our guides. We do a one-hour guided tour through the private living quarters. This will be an add-on to that. We will take them through the museum galleries, up to the marine museum, around the property and still give them that feel.

Following the meeting, I think I have enough for everyone to try their headsets that go along with this. You can either put it up to your ear or you can put head-sets on or bring your own ear buds and put them in. We have some logistical things to work out, but I'm hoping to plan a big grand opening with some good PR in January or the beginning of February. But we will probably start using them pretty quickly and working out the kinks in the system.

We probably need to have a written map to go with it and some stations. We will be working through that. I hope everyone gets the chance to check this out. That's another reason why I thought it would be nice to meet down here to maybe at least listen to the first 15 minutes or so and go through the building with it.

Bill Rogers funded this program, so we thank him again. It's adding a whole new element to the property that we're really excited about.

MR. GISH:

I do hope that if you don't get a chance to listen to the audio tour tonight, and I'm going to try to make this meeting as brief as possible, so that that's a possibility for you to see how exciting that is. I have listened to a number of audio tours on the island and in New York City in preparation for this. This is by far the best. It is a good piece of work. It's a theatrical piece. It's not just someone giving a monotone report on paintings on the wall. It's a very, very upbeat and active tour of the mansion done in sort of the words of Willie K.

MS. GHIORSI-HART:

It's Mr. Vanderbilt talking. Also, today we were very busy. News 12 was here today. They filmed the beginning of their Christmas Day newscast here. All day on Christmas the two anchors will start off saying all the wonderful things there are to do on Long Island, and "Oh, here we are at the beautiful Vanderbilt Museum in Centerport. It's like a fairytale," and then they'll go into their other stories. But they were here on the staircase to the bell tower area, which, incidentally, they did say, "If it wasn't for that netting, that hair net, we would get a really good shot."

So the façade money, again, will hopefully get rid of – they called it a hair net. Stephanie, our Curator, calls it the negligee or the lingerie of the Vanderbilt. We just want to get rid of it. We're really happy with the façade money for cases like this.

I actually had a whole team of scouts come through last week for an event. They wanted to do a horror picture, and you think we'd be perfect, but anyway we weren't perfect for the horror show.

We do get scouted from time to time. Unfortunately, the netting takes a little bit away. That's another reason to be excited. There are a lot of good things going on.

MR. GISH:

Just to comment on the netting and on Normandy and the bridge, what we proposed to the County, and I think we got a good response from the County, is that all the projects were safety issues. The bridge, which was closed in the past, is now going to be reevaluated with some money just to look at the project. Remember, it's our only access for handicapped into the courtyard. It's the only access for fire equipment into the courtyard. That's essential for just the structures.

Normandy, we have to keep up to snuff. We can't let water and heat invade the building long term. That's not a good plan. Obviously, if we could get the veil off the tower that would be nice and secure the façade so that no one has to worry about pieces of façade falling on visitors coming in. Those are all safety issues.

We did not try and bump up the County with projects we thought at this particular stage in the game in this economy that were unwarranted. We kept a very close eye on exactly what we thought we needed in County money. I think Carol did a real good job on that and got everything through.

Very, very briefly, we did have a meeting with Wayne Horsley from the County Legislature, with Jim Whitten from Suffolk Community College, with some preliminary work on some type of marriage between Suffolk Community College and the Vanderbilt. Neil Toomb, representing Steve Levy from the Executive's Office, was there. I think one of Wayne's Aides was there. There was also an Aide from Bill Lindsay's office. Carol and I sat down with everyone, and we discussed in general terms how maybe the Vanderbilt might fit into Suffolk Community College.

At this stage of the game, Suffolk Community College does not have a President. We will only begin another series of discussions after the new year.

But what we did look at was the possibility of using this space for theater. They have a theater program. Maybe we could make our "Living History" a little bit easier on the staff if, in fact, we recruited some people from Suffolk Community in their theater project to act here. We possibly could use them as interns.

Their music program, we would be just thrilled to set up a Glenn Miller Band in the middle of the courtyard and play Glenn Miller or tunes from the 1920's with Suffolk Community College support.

We thought there was some potential for astronomy classes using the planetarium. There were ways, but it was not a situation that we felt where we were going to be taking over Suffolk Community College or Suffolk Community College was going to be taking over for the Vanderbilt. That did not seem to be the focus of the discussion. But we are engaged in that, at least the President and I will keep you up on what happens there.

I would just like to tell you that we end this year on an upbeat note. We have improved our image in the County in 2009. We have an education brochure that's out and in the public space. We are now up to date on our audits. We are proceeding with the new audits for 2009. We have increased our PR in the public. Those of you who read *Newsday and New York Times*, we have been looking very good lately.

I think that was demonstrated in the holiday dinner where we were hoping to cover 36 at each seating, and I think we had 49 at one section and 46 at another, round or about. We had to add another night. We hope that that will continue with Bella Gaia and also the candle-light tours. But I think we're on our way to doing some really good improved relationship in the County and with people who know that we're up and running. I think that's a good thing.

I would like to open up the discussion to a potential for change of meetings. As I'm sure you are aware, I have tried to meet a number of requests for meeting dates and times. I now publicly admit that 6:00 p.m. was my time, and it failed miserably, which is why we switched to 7:00 this evening. Is there a better day that this Board of Trustees would be willing to meet rather than Wednesday?

I think we have met on Wednesdays, as I look back through Steve's career, and Wednesdays seem to be the day. My Gish guess would be that Mondays and Fridays would probably be out for this group. I don't know what your commitments are to rotaries, chambers of commerce or political groups.

I am open to a discussion at this stage of the game for 2010. I will try to put together a calendar. I will make every effort to avoid the sixth night of Chanukah in the future. That was an error on my part. I will put together a calendar. If someone would like to propose a different day or if you want to keep it at 7:00 – is 7:00 a much better time than 6:00? Sarah.

MS. ANKER:

Tuesdays are going to be really bad days for me.

DR. GITTELMAN:

Tuesdays are going to be bad for me, too.

MR. SWINSON:

I think traditionally Board Meetings have been held on a Wednesday night. I have friends who are on boards, Girl Scout Boards, Boy Scout Boards, and their meetings are held on Wednesdays. I'm not exactly sure why. My guess is that Wednesday seems to be the Board Meeting time frame. Plus most other nights during the week there is probably something else going on where many of us have to attend meetings. I know, for instance, school boards are Tuesday nights.

MR. GISH:

Yes, Hauppauge School Board Meetings were always Tuesdays.

MR. SWINSON:

And the other nights are other events that schools –

MR. GISH:

Is the third Wednesday – we have primarily done the third Wednesday in the month. Is there a better time frame that would work or does the third still fit?

MR. BEATTIE:

It works for me.

MR. MCKAY:

It works for me too. Wednesdays are the best days.

MR. GISH:

Ann Marie, how are Wednesdays for you?

MS. PASTORE:

Wednesdays are fine with me.

MR. GISH:

Okay, what we will attempt to do then is I will make an effort so we can lock it into 7:00. If we could try to hold to that, let's make it the third Wednesday of the month. Please put that in your calendars. I will try to work around it. If there is a problem with a certain day, I will get back to you on that. I will look at 2010. I would like to begin

promptly at 7:00, if we can, on those days. I know it's tough, but if we could do it, that would be great.

You can always email me or phone me. I would rather – November I was a little out of sorts only because of the fact that a number of us waited for a quorum and that was just not attainable. If we know that ahead of time, we could probably either cancel the meeting, which would be fine, so we don't have to sit for long periods of time waiting for a quorum. Communication with me is fine. I will take it by mail. I will take it by phone, however you want to work it. But if I could just be kept in the loop so that these meetings can run and be productive. That's what I'm aiming for.

MS. ANKER:

Did you get replies from the email that you sent out?

MR. GISH:

I received one email. Carol got a call from Dan. I received an email from Anthony. Anthony generally teaches on Wednesday nights. He will never make a meeting on Wednesday unless there is a cancellation at the college, but he teaches.

MR. SWINSON:

Where is he on Wednesdays?

MR. GISH:

Stony Brook. He teaches on Wednesdays. That's his class night. But to miss one person all the time is going to be a problem with meeting a quorum. That means somebody else can't have an option.

MS. ANKER:

How many openings are there for new Board Members?

MR. GISH:

Yes, there are. There are two openings. If you have a suggestion for someone, again, it has to go through Parks and then, as you know, how we all did, we were appointed by the Legislature.

If you have some ideas where you think that they can fill a spot on the Board, again, I'm looking for individuals who are willing to put in more than one hour a month. And you know my routine. I would like some committee work. I would like that Audit Committee to run smoothly. I would like someone on Finance. It would just be a good idea if we

could meet them. Barbara is a wonderful person. I trust her with my life.

However, as far as the organization is concerned, we need oversight from the institution. We need it. I don't want the County to do it. We should be doing this. We should be meeting as a Finance Committee. There should be a Finance Committee that meets and goes over that.

We had Building and Grounds. Don is on the Building and Grounds. He's a good guy to have on it, but he needs more people on the committee than just two. Education is a committee of two. We could use some participation so that when we get here, as Tom did tonight, we go to the Audit Committee. We have somebody who chose the company. We will make a decision.

If we have someone that can stay with that, then there is a consistency in oversight. That's what I would like to do, rather than hash it out once a month here with everyone. I think that would be a good thing. Maybe you could meet with the County Legislature. That would be fine. My face is going to get really tired before the County Legislature. I would like to have other faces of the Trustees so they get to know you and get to know your concern for the institution.

MS. ANKER:

When's the next Oversight Committee?

MR. GISH:

The Oversight Committee ends as of December 31. There has been no move to continue the oversight. Unless Lance jumps up in the back there behind the glass partitions –

MR. REINHEIMER:

The purpose of the Oversight Committee was in conjunction with the distribution from the General Fund. That ends now. The purpose of the Oversight Committee is not there for 2010, as of now.

MR. GISH:

We probably will be covered by some type of Audit Committee. However, since we're going to be receiving the Hotel/Motel Tax –

MR. REINHEIMER:

Well, you would fall under the County Comptroller who could audit you, absolutely.

MR. GISH:

Do you think that that's a distinct possibility?

MR. REINHEIMER:

I can't speak for the County Comptroller. You're one small piece of the County Budget. It's almost \$700,000 that's in the budget for Hotel/Motel Tax. It all depends on what the County Comptroller wants to do.

MR. GISH:

With that in mind, then it would be –

MS. ANKER:

So \$700,000 for just the museum or for everyone?

MR. REINHEIMER:

No, that's the museum's piece.

MS. ANKER:

Can I ask how the endowment is doing?

MR. REINHEIMER:

The endowment is up to almost \$8.5 million.

MR. GISH:

In a heavily cash position.

MR. REINHEIMER:

Yes, but we're actually meeting tomorrow, the RFP Committee, to review the proposals for an asset manager.

MR. MCKAY:

-- Should be looking for some land for a casino.

MR. GISH:

That was one of the reasons I was going to ask if anybody here –

MS. ANKER:

I live on an ancient Indian –

MR. GISH:

Shinnecock Tribe –

MS. ANKER:

When do you see the light, though, as far as getting monies from the endowment? I guess we won't know until the market comes back.

MR. GISH:

The Budget Review Office has made a recommendation that we do not take anything from the endowment in 2010. That has been the recommendation from BRO for this year. I will tell you that I will make the recommendation that we do take money from the endowment this year to cover basic costs, not just because we just have some frills we'd like to cover but because it's going to be necessary just to keep us where we have to be.

The Hotel/Motel Tax money will probably be divvied up. In fact, Lance may also address that. I think the County gets its fair share I think in March. I think they are working on some plan for a distribution of the Hotel/Motel Tax in January.

MR. REINHEIMER:

We had a meeting with the County Executive's Office the other day on Hotel/Motel Tax for the Vanderbilt and how that's going to work. Generally the County Executive's Office is going to administer the contract for the Hotel/Motel Tax for the Vanderbilt Museum. Generally when they do that, they will try to rush to get a contract in place by January 15. At that point in time, they would remit two months worth of revenue.

The Hotel/Motel Tax was increased effective December 1; money won't be flowing in until February or March from this higher room rate. But what I proposed to the County Executive's Office is that they look at the adopted budget, which was \$692,000 and remit 90 percent on a per month basis, so that you're conservative. When there is a reconciliation, it's not a negative reconciliation.

That's where it is now. It's basically up to the County Executive's Office on how they're going to do it. That was the extent of the discussion we had the other day.

They are fully aware of your need for cash for payroll and for operating costs. I think they will work on that. Jim Burt from the County Executive's Office was there. He is probably going to be the person that is administrating the contract.

MR. GISH:

Thank you. Any questions while Lance is here? Is there any old business?

MS. ANKER:

Could I just add if you have any other photos, I will try to get some PR for both the dinners in the next couple of weeks and also for the other upcoming events? If not, I will just pull it off the website.

MR. GISH:

I don't know if anybody saw the website, since you're bringing it up. It looks great. Michael and Carol worked on that neat little "C" that we had worked on for our logo. We just want to make sure that everybody saw that. With the ornament hanging down from the "C" it was just neat. I think Terry Pearsall put it out on the County website, which I think went a long way in helping us with the dinners and getting at least the information out on Bella Gaia and on the candle-light tours. That was a real plus.

MS. ANKER:

I got a couple returned to me from people who received Terry's email. These are pretty big email list people. It really got out there.

MR. GISH:

Yes, first and second generation.

MS. OLDRIN MONES:

Yes, I got a couple, too, from civic groups. It was very effective.

MR. GISH:

It goes to show you how good PR can really generate a lot.

MS. ANKER:

Do we know which areas these folks came from that attended?

MS. GHIORSI-HART:

Yes, we have names and addresses. Actually almost all the people came as a response to a full-page article that was in the Luxury Living Journal. I know this because there was the wrong phone number in that. Many people were yelling about it. But in questioning many people, there were many out of the area and had not been here before. But they had seen this. There were beautiful photographs of the decorated mansion, and that's what appealed to people. I have a

really good sense of how the people were and what brought them to that event. It's interesting.

MR. GISH:

Carol put an ad in the magazine also. I think it just went to the right people. Besides the ad, they did the story. We had nice pictures and a good story.

MS. ANKER:

Sometimes with media if you do pay for an advertisement, they seem to promote. Like I said, even just a small ad seems to make things blossom into something a little bit more.

MR. GISH:

Increased advertisement has done us well, as far as just good PR. Any old business? Any new business?

MR. MCKAY:

I'd like to just say one quick thing about the staff who are here and also the volunteers. They are running on a shoestring budget. Look at the old records with the expenses and so forth from years ago, that keeping this place looking great and the condition of the grounds with an absolutely bare minimum staff is a testament to the staff and volunteers here. It's really incredible.

MR. GISH:

If you just look out the window and see all the lights, they didn't magically appear. Peter just got done with them about 6:30 tonight. As you're walking through the courtyard, and I know it's cold, but take a look at all the decorations that are there, the tree that's up and the magical lights that are twinkling in almost every room. Take a look in the rooms.

MR. SWINSON:

I wish I brought my camera. That's for sure.

MR. GISH:

They did a great job. Those are volunteers and staff working every minute of the day to get this prepared for the holiday season. I think you will be quite impressed if you take the tour.

MR. MCKAY:

The 26th and 27th, can you do something to maybe – and I will volunteer – but to try to have a table or something to solicit memberships or anything to do with revenue that we can think of.

MS. GHIORSI-HART:

There are a few things coming off the fact that we expect a big crowd, that we want to be able to do. We're calling everybody back who can possibly work that night. Any volunteers and anyone who is available, it would be great if they could help out -- certainly our gift shop and membership and some other ideas to capitalize on the fact that we expect a lot of traffic. Anyone who is free – and I know it's a bad night being that it's right around the holidays.

MR. BEATTIE:

Anecdotally, Steve and I on Saturday sat at a dessert table, and there were two people that didn't even know there was membership. We talked it up and they live right in Northport. We gave them the math on it. I would suspect they're going to sign up. We think we did a pretty good sales job.

MS. ANKER:

As part of the Development Committee meetings, it's something we can focus on, different campaigns. That would be an important campaign to –

MR. GISH:

We can improve upon that in 2010. That's one of the plans. Again, more visibility is going to help. If we can get them into the building, into the museum, and into the planetarium, we have a much better shot of making them realize that they can become an active member of the institution. I think that's key.

Okay, I'd like to thank you all for coming. I would like to thank you for making this special effort on the sixth night of Chanukah. If you are celebrating Chanukah, Happy Chanukah. For those of you who are getting ready for the Christmas and the New Year's Holidays, Merry Christmas and a very happy and joyous New Year.

If you want to stay a few extra minutes, Carol will give you an audio – in fact, there are enough if you'd like three audios, we have enough for everyone. Please feel free to sit around and chit chat if the power moves you.

MS. GHIORSI-HART:

If you'd just like to listen to it to get a feel for it here, that's fine. If you want to actually do a little bit of the tour, we can walk over to the Memorial Wing. That's where it begins, in the courtyard area and the Memorial Wing, so you can sort of see what they're talking about. If anyone wants to see some of the decorated rooms, please let us know, as well.

MR. GISH:

Can I have a motion to adjourn?

MS. OLDRIN MONES:

Motion.

MR. SWINSON:

Second.

MR. GISH:

All in favor? Opposed? **(Vote: 10/0/0/5 Absent: Mr. Olivieri, Dr. Pecorale, Mr. Sillman. Two vacant positions.)**

(Mr. Noel Gish adjourned the meeting at 8:15 p.m.)

NG:ap

Attachments



SUFFOLK COUNTY VANDERBILT MUSEUM
Board of Trustees Meeting
December 16, 2008
7:00 p.m.

AGENDA

- | | | |
|-------|---|-----------------|
| I. | Introduction of Guests | |
| II. | Approval of Minutes of Previous Meeting | |
| III. | Audit Committee | T. Glascock |
| IV. | Finance Committee | R. Beattie |
| V. | Nominating Committee | S. Anker |
| VI. | Election of Officers | |
| VII. | Executive Director's Report | C. Ghiorsi Hart |
| VIII. | President's Report | N. Gish |
| IX. | Old Business | |
| X. | New Business | |
| XI. | Establish Need for Executive Session | |
| XII. | Adjourn | |

SUFFOLK COUNTY VANDERBILT MUSEUM

Treasurer Report

October 2009

	Actual October	Budget October	Variance
Revenue			
Admission	\$ 34,939	\$ 49,500	\$ (14,561)
Membership	\$ 628	\$ 3,333	\$ (2,705)
Museum Store	\$ 1,828	\$ 2,800	\$ (972)
Special Events	\$ 3,410	\$ 5,000	\$ (1,590)
Suffolk County Funds	\$ 57,875	\$ 66,666	\$ (8,791)
Endowment	0	0	0
Site Use	\$ 5,415	\$ 6,000	\$ (585)
Donations & Gifts	\$ -	\$ 6,666	\$ (6,666)
Other General	\$ 118	0	\$ 118
Total Revenue	\$ 104,213	\$ 139,965	\$ (35,752)
Expenses			
Salaries & Wages	\$ 64,760	\$ 81,666	\$ (16,906)
Benefits	\$ 14,468	\$ 25,000	\$ (10,532)
Maintenance & Equipment	\$ 6,127	\$ 9,166	\$ (3,039)
Insurance	\$ 7,200	\$ 6,250	\$ 950
Professional	\$ 17,089	\$ 21,666	\$ (4,577)
Museum Store	\$ 633	\$ 2,775	\$ (2,142)
Telephone	\$ 2,313	\$ 2,333	\$ (20)
Utilities	\$ 10,341	\$ 19,000	\$ (8,659)
Supplies, Programs, Gala	\$ 14,023	\$ 9,000	\$ 5,023
General Expenses	\$ 14,031	\$ 5,000	\$ 9,031
Total Expenses	\$ 150,985	\$ 181,856	\$ (30,871)
Excess / Deficiency	\$ (46,772)	\$ (41,891)	\$ (4,881)

SUFFOLK COUNTY VANDERBILT MUSEUM
TREASURER REPORT FOR THE YEAR ENDING 2009

	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual July	Actual August	Actual September	Actual October	Budget November	Budget December	Project Year End	Business Plan	Dollar Variance
REVENUE															
EARNED INCOME															
Admissions	37,753	59,540	48,355	66,987	55,282	41,264	65,937	68,648	30,209	34,939	55,500	34,500	598,914	700,000	(101,086)
Membership	2,180	4,892	668	1,375	375	885	3,265	2,405	2,355	628	3,333	3,337	25,698	40,000	(14,302)
Museum Store	1,646	5,528	4,738	4,344	8,509	3,393	3,954	4,398	2,377	1,828	4,000	3,000	47,715	70,000	(22,285)
Special Events	356	19,087	2,073	2,309	2,221	1,589	13,540	14,019	16,271	3,410	8,000	14,000	96,875	120,000	(23,125)
Suffolk County Funds	0	0	10,000	79,835	76,470	68,980	81,279	70,821	63,279	57,875	66,666	66,674	641,879	800,000	(158,121)
Endowment	0	45,500	0	0	0	0	0	0	0	0	0	0	45,500	45,500	0
Site Use	5,585	6,555	4,652	6,100	31,969	12,229	12,159	11,783	17,802	5,415	8,000	17,500	139,749	100,500	39,249
Donations & Gifts	7,384	10,147	15	2	1,365	250	0	0	0	0	6,666	6,674	32,503	80,000	(47,497)
Other General	45	233	341	149	233	152	15	79	453	118			1,818		1,818
Total Earned Income	54,949	151,482	70,842	161,101	176,424	128,742	180,149	172,153	132,746	104,213	152,165	145,685	1,630,651	1,956,000	(325,349)
EXPENSES															
Salaries & Wages	73,493	66,678	64,142	67,475	70,877	68,961	79,257	77,667	64,815	64,760	81,666	81,674	861,465	980,000	(118,535)
Benefits	23,900	16,576	29,272	18,076	18,886	18,793	23,093	16,437	21,848	14,468	25,000	25,000	251,349	300,000	(48,651)
Maintenance & Equip.	2,069	3,888	3,678	3,746	2,463	2,542	1,773	2,342	8,885	6,127	9,166	9,174	55,853	110,000	(54,147)
Insurance	6,800	6,971	8,337	6,919	6,419	6,418	6,500	7,100	7,100	7,200	6,250	6,250	82,264	75,000	7,264
Professional	17,357	23,084	16,310	24,427	29,426	18,279	16,928	24,818	26,658	17,089	21,666	21,674	257,716	260,000	(2,284)
Museum Store	2,725	1,229	3,146	2,493	4,345	1,490	2,485	1,327	889	633	2,400	1,400	24,562	35,000	(10,438)
Telephone Communic.	2,891	2,264	2,276	2,371	2,304	2,255	2,312	2,235	2,426	2,313	2,333	2,337	28,317	28,000	317
Utilities	17,249	12,624	15,273	13,854	10,435	11,389	15,355	22,182	17,065	10,341	15,000	17,000	177,767	200,000	(22,233)
Supplies, Prgm., Ball	2,473	7,541	5,149	2,571	8,606	7,200	5,205	9,092	14,225	14,023	8,500	9,000	93,585	110,000	(16,415)
General Expenses	757	2,130	1,491	9,359	410	4,526	1,340	113	8,448	14,031	5,000	5,000	52,605	60,000	(7,395)
Total Expenses	149,714	142,985	149,074	151,291	154,171	141,853	154,248	163,313	172,359	150,985	176,981	178,509	1,885,483	2,158,000	(272,517)
Excess / Deficiency of Revenue	(94,765)	8,497	(78,232)	9,810	22,253	(13,111)	25,901	8,840	(39,613)	(46,772)	(24,816)	(32,824)	(254,832)	(202,000)	(52,832)