

Suffolk County Vanderbilt Museum

Board of Trustees

Minutes

A regular meeting of the Suffolk County Vanderbilt Museum Board of Trustees was held in the Planetarium Lobby, Centerport, New York, on November 18, 2015.

The following were in attendance:

Ron Beattie – President
Joseph Dujmic – 1st Vice President
Gretchen Oldrin Mones - 2nd Vice President
Betsy Cambria – Treasurer
Michael Mule – Trustee
Michelle Gegwich – Trustee
Thomas Glascock – Trustee
Stephen F. Melore – Trustee
Jack DeMasi – Trustee
Lance Reinheimer - Executive Director
Ann Marie Pastore – Stenographer

Absent:

Kevin Peterman – Secretary
Dr. Steven Gittelman - Trustee
Anthony Guarnischelli – Trustee

(Mr. Ron Beattie called the meeting to order at 7:05 p.m.)

MR. BEATTIE:

We have a quorum. We haven't official gotten started but now we can. Welcome to the November meeting of the Suffolk County Vanderbilt Museum and Planetarium. Let's start with the Pledge of Allegiance.

{ SALUTE TO THE FLAG }

Very good. Thank you all for coming. Is there anybody in the public that would like to address the Board? Okay. What we'd like to do is to do all the voting that we need to do first, so that some may make it to other meetings that they have scheduled tonight.

The first thing that we have on the agenda is that we need a motion to approve the September minutes.

MS. OLDRIN MONES:

Motion.

MR. DEMASI:

Second.

MR. BEATTIE:

Without objection? Very good; they are approved. **(Vote: 8/0/0/7 Not Present: Mr. Glascock. Absent: Mr. Peterman, Dr. Gittelman and Mr. Guarnischelli. Three vacancies.)**

In front of you -- if you don't have a copy, please let me know. This is the Suffolk County Vanderbilt Museum and Planetarium Policy on Measuring the Effectiveness. We need to revise this in order to get the okay from the Better Business Bureau. Please review it real quickly, and then I'll entertain a motion.

MR. REINHEIMER:

This is a policy that was adopted a couple years ago. We're just changing the dates and the frequency. You'll see on number one, it's changed from every three years to every two years. First such assessment, number two, will be in 2017, instead of 2014.

The only other change I want to make, which I just realized, is on the top it says Suffolk County Vanderbilt Museum and Planetarium. Our official name, our legal name, is Suffolk County Vanderbilt Museum. I'd

like to just strike the word “planetarium” and keep it that way. It’s a resolution so that should be our legal name.

MS. CAMBRIA:

Do you want the apostrophe “s” or do you want to take that out?

MR. REINHEIMER:

Yes, and take it out in the first paragraph where it says, “Whereas Suffolk County Vanderbilt Museum Board of Trustees.” Thank you, Betsy.

Number one says, “and planetarium” – just make it consistent throughout the document so it says Suffolk County Vanderbilt Museum. Thank you.

MS. CAMBRIA:

It’s everywhere.

MR. MULE:

I don’t see the language –

MR. REINHEIMER:

That’s a different document.

MR. MULE:

Oh,okay. I don’t have that document.

MR. REINHEIMER:

Here’s an extra one.

MS. CAMBRIA:

Under (b) you have to keep the apostrophe in.

MR. REINHEIMER:

Yes. Thank you.

MS. CAMBRIA:

Same thing under (c).

MR. REINHEIMER:

Yes.

MS. OLDRIN MONES:

It’s everywhere.

MS. CAMBRIA:

You don't need it under (d).

MR. DUJMIC:

Just a question, why is the first assessment going to be taking place in 2017? Is there any particular reason?

MR. REINHEIMER:

It could take place sooner. As far as satisfying the requirements with the Better Business Bureau, we have two years from the time we adopt this policy.

MR. DUJMIC:

Okay.

MR. REINHEIMER:

Ideally, it would be better to do it in 2016. It would have been nice if we did it in 2014.

MR. BEATTIE:

Okay, so I'll entertain a motion subject to the changes that were just discussed.

MR. DUJMIC:

I'll make a motion with the noted changes.

MS. OLDRIN MONES:

Second.

MR. BEATTIE:

Without objection? Very good. Thank you. **(Vote: 8/0/0/7 Not Present: Mr. Glascock. Absent: Mr. Peterman, Dr. Gittelman and Mr. Guarnischelli. Three vacancies.)**

The next one is the Suffolk County Vanderbilt Museum Policy on Governance and Oversight. Do you guys want to take a moment to take a look at that?

MR. REINHEIMER:

I don't know if everyone has a copy. If not, here you go.

MR. BEATTIE:

I see one typo.

MR. MELORE:

Me, too.

MR. REINHEIMER:

Yes, Gretchen pointed that out before the meeting.

MR. BEATTIE:

I mean, that's basically how we talk. Vanderbilt Museum um Board of Trustees.

{LAUGHTER}

MS. CAMBRIA:

It looks good to me.

MR. BEATTIE:

I'll accept a motion that we will accept this, subject to that one change.

MS. CAMBRIA:

Motion.

MR. DUJMIC:

Second.

MR. BEATTIE:

Without objection? Very good. **(Vote: 8/0/0/7 Not Present: Mr. Glascock. Absent: Mr. Peterman, Dr. Gittelman and Mr. Guarnischelli. Three vacancies.)**

We already accepted the previous meeting minutes. Now we'll get right to Education and Exhibits.

MS. OLDRIN MONES:

The exciting news is that bookings are very good for the Museum Education Programs. Numbers for October, November and December are better than they have been in the last five years. In the planetarium there was a 30 percent increase over last year.

The science bus has been busy, as well, going out every week with bookings in some new schools and libraries. However, in January, Emily, one of our bus educators, will be in Antarctica so the science bus numbers may be down for that month.

More happy news is that Northport Middle Schools, who have not booked for some years, are returning in March. Lorraine and Beth worked with the teachers to preview and plan the multi-day visits.

Beth Laxer-Limmer, our Education Coordinator, is working on new ideas for library outreach. She has designed a winter break program that will be offered here during the winter break for K through 12 students.

On November 5, Beth and her staff members attended the Long Island Museum Educators Roundtable at Old Westbury Gardens.

Beth will host the roundtable here on January 29. There will be a tour and then discussion in the Lancaster Room. The "Craft of Engagement" is the topic.

Once again, the educators will attend the tree lighting to help children create an ornament. Kids will pick a ribbon and write a message on a gilded shell. This will happen November 28 at 4 p.m., and there will be lots of cookies, hot chocolate, Mr. and Mrs. Claus and the Northport Chorale Society.

It's a nice kick off to what is described on our website as "The Vanderbilt's Most Festive Season."

Holiday programs in the planetarium start November 28. The planetarium has changed up its weekend programming. They are trying out having no music rock shows on the weekends – just planetarium shows. With the special seasonal shows, like "Season of Lights," and "A Winter's Tale: The Longest Night," we have now more shows than we have time slots for.

Staff is experimenting to see what works best to draw the most audiences.

Something new and exciting in the lobby, which maybe if you haven't seen it, you can see it on the way out over to the right. It's the Lunar Module Painting, which we have on long-term loan. To complement this space related theme, Lance is having the flag and the patch belonging to "Hoot" Gibson reframed. Astronaut Gibson graduated Huntington High School and Suffolk Community College before going on to California Polytechnic State University.

(Mr. Thomas Glascock entered the meeting at 7:15 p.m.)

Mansion tours continue to be well attended. Ironically, there was the exact same number of tours this October as there were in October 2014. That number is 1,269.

Twilight tours will be offered December 26 and 27.

Stephanie Gress has been very busy, as always. October 3 she participated in an annual radio interview with Station WAAM.

On October 9 she attended the annual archives conference in Westbury.

She also hosted a visit from James Connolly who was here from Ireland. James said his grandmother was part of the Vanderbilt cook staff in the 1920's. Her name was Katherine Malooney.

During the morning of October 19, Stephanie hosted a Decorator Breakfast to set the schedule of dates for the mansion decorating. In the afternoon she met with the glass contractor regarding diorama glass replacement.

On October 23, she attended the Huntington Arts Council Workshop for decentralization grant programs.

And, on October 26, Stephanie picked up the Yellin ironwork at Long Island Museums in Stony Brook.

Work funded by grants continues both in the Stoll Wing and with the Gardiner Grant on the second floor of the Marine Museum.

Everything is going along very well. That's the end of the report. Does anyone have questions?

MR. BEATTIE:

Thank you, Gretchen. If anybody has any questions that we give a "Hoot," obviously we do. It's on record now.

{LAUGHTER}

MS. OLDRIN MONES:

I actually printed out information about him, if you're not that familiar with him.

MR. BEATTIE:

It's very interesting.

MS. OLDRIN MONES:

I'll pass it around anyway.

MR. BEATTIE:

Thank you, Gretchen.

MS. OLDRIN MONES:

You're welcome.

MR. BEATTIE:

Is there any chance he can visit?

MS. OLDRIN MONES:

I don't know. Wouldn't that be great?

MR. BEATTIE:

Yes, it would. I think especially if we're going to redistribute these, I think it would be fun to do.

On to the Finance and Treasurer's Report.

MS. CAMBRIA:

I refer you to the legal size page in the Actual September dollar amounts. The admissions was down because that's the way it is in September with regard to visits to the planetarium once the kids go back to school.

We received a disbursement from the Suffolk County funds, which was consistent with what we received in August.

I'm not sure why we have \$80,000 in donations and gifts.

MR. REINHEIMER:

That \$80,000 is the payment from the Reichert Family Foundation. He pledged 20 years, and for the first five years it's \$80,000 a year. He pays that generally in October. We have it booked there for September. But he did bring in the check, so that's to support the planetarium and its programs.

MS. CAMBRIA:

Otherwise, it looks as if the expenses are consistent with previous months. We end up with a fairly large earned income amount in the month of September because of Mr. Reichert's check. That's my report.

MR. BEATTIE:

Very good. Thank you, Betsy. Does anybody have any questions for Betsy?

Moving on to Development, we haven't had a committee meeting so if anybody has any questions on that, I'd be happy to answer.

Planning and Strategic Plan, Steve is not going to be able to make the meeting tonight.

Community Relations Committee, have we had any action on that front?

MR. MULE:

At the last meeting, we had a discussion about taking some steps with respect to the neighbors and dealing with noise issues at weddings and so forth.

Lance looked into soundproofing. It's my understanding that it's not available.

MR. REINHEIMER:

Yes, I contacted New York Tent, and there really wasn't something we could do with our existing tent that would help the soundproofing.

MR. MULE:

And then we also had the language of the current contracts and were going to look into proposing some language as far as including in there some contractual terms to require those who book at weddings to comply with the regulations or perhaps even a more stringent type of requirement. We will be looking into that and propose something.

MR. BEATTIE:

Very good. We own a decibel meter now. We will be able to enforce that.

MR. REINHEIMER:

It's actually – I have it on my phone. There's an app where you can have a decibel meter on your phone.

MR. MULE:

And, again, these are just things that are stop-gap type measures. I just really want to reiterate the point that the neighbors had brought out and that I brought out at the last meeting, and it's all part of our long-term planning, which is that we need to have here a permanent structure that could actually house these types of events and accommodate not only the need for the planetarium to have income but also does not put the neighbors on the peninsula -- affect their use and enjoyment of their property.

This is something that I think is going to be a constant challenge for us until we get a long-term permanent solution because policing noise violations is just something that happens after the fact. Unfortunately, it doesn't prevent really the violation itself.

MR. BEATTIE:

Absolutely. We want to be good neighbors. I keep saying that, but we really do. I think for the most part, especially the special events that we put on, we really minimized the complaints on that. But absolutely we need to find a full-time solution to that.

Kevin is not here for Buildings and Grounds, and I don't think there's anything on the technology side. Human Resources, I know that there was a meeting yesterday.

MR. GLASCOCK:

Yes, we had a meeting last night. It was our first meeting really since the beginning of the summer, in large part because there have not been any imminent or critical issues to address.

One thing we did talk about last night really, and it was the subject of the meeting, was that several staff members have had long-time illnesses. We discussed the consideration of a program whereby staff can donate their sick time to a pool whereby those that are sick, if they're approved, can pull from that pool.

It's done on the County level with Suffolk County. The Town of Huntington has a similar program. We spoke about parameters with that. We're going to look at some policies that other municipal entities and local municipal entities have adopted, as well as kind of

documentation that they use for approval and also request so that we can try to put together a platform that we can recommend to the Board for its consideration.

MR. BEATTIE:

Very good. Thank you. Will the next meeting be January?

MR. GLASCOCK:

Yes, we'll try to have it done in 2016.

MR. BEATTIE:

Okay, great. Thank you. Any questions for Tom?

We'll move on to the Executive Director's report.

MR. REINHEIMER:

Thank you, Ron. I have a couple things to go over. One of them is the Capital Program.

I first wanted to start with that Suffolk County finished adopting the 2016 budget. Why that's important to us is because the Hotel/Motel Tax winds its way through that budget and finds its way to the museum.

We can receive up to 10 percent of the total tax that Suffolk County takes in from the Hotel/Motel Tax.

The County Executive recommended the full 10 percent distribution to the museum of \$989,294. The Legislature reduced that distribution by \$115,000 to \$873,954.

What that is is a nine percent distribution rather than ten percent. Under the legislation, the Legislature is able to reduce the distribution to the museum one percent a year.

Last year they reduced it to nine point five percent. This year they took it down another half percent to nine.

The good news and the bad news is – the good news is that they didn't reduce it to eight point five percent, like they could have. However, they did reduce it.

What does that mean to us? That's a little bit less than we received in 2015. It's about \$5,000 less than we got this year, but it's \$154,000

less than we received in 2014. Let's hope we do better next year with the Legislature.

It is extended through 2017. We have two more years of Hotel/Motel Tax revenue. So that's good.

The capital program -- I was in Hauppauge today at the Parks Committee Meeting. We had three resolutions before the committee, which is our whole capital program for the year.

Here we are ten major buildings, 43 acres, and we have a capital program this year of \$485,000. On an individual basis, that's a lot of money. On an institutional basis, it's not a lot of money to run an institution that has an infrastructure as large as ours. But that's all that was in for 2016.

I'm happy to report that all five members of the committee all voted in favor of sending those resolutions on to the full Legislature. So that's good news, too.

One resolution we had was waterproofing, which is our ongoing waterproofing program, \$400,000. We're continuing to do work on the mansion. We're doing work on the Marine Museum. Those funds are diminishing, so this replenishes that account to continue the work that we started this year into 2016.

Rewiring historic structures, \$50,000 for that. We have an issue with the blue floor in the habitat room, which has not been rewired. They did the whole habitat except for that area. That's something that we're starting to work on. Apparently, there's a short in there. That does need to be replaced. The fixtures that the light bulbs go into need to be replaced.

The third resolution was \$35,000 for planning to do the initial assessment survey for the seawall and to get that project started. There was a lot of discussion in the Legislature. There are different philosophies on what people should be doing on the shoreline, whether it's a hard shoreline, a soft shoreline or let it go back to nature.

The Commissioner of Public Works was there, also. I asked him if he would say a few words because the way I read the resolution and my understanding is for planning, there will be a menu of options that we will have or they'll check to see what the best way to proceed is. Do

we restore – I'm talking about the granite original seawall that Vanderbilt put in in lockstep with the boathouse.

It's historic. In my opinion, for a museum it would be ideal to have that preserved in its original condition. It depends on what the regulatory agencies say. When you're working with waterfront, you're kind of at their mercy.

As the Commissioner of Public Works said, "They're driving the bus." We'll start with the preliminary planning and options and start the process for applying for permits and see where that goes with this first \$35,000.

This moves us into what we need to do for 2017. The 2016 capital program was already approved and adopted. Starting in January, the museum has to submit its 2017 capital program.

What I have in front of you is this spreadsheet with a lot of numbers. To make it easy, the top box, the 2015 adopted, you'll see the three resolutions that were in there that were discussed today, \$400,000, \$50,000 and \$35,000.

MR. MULE:

I don't have a copy of that.

MR. REINHEIMER:

Here's a copy.

To simplify a long explanation, the top box shows what's adopted in 2015 and what is adopted for 2016. For 2017, 2018 and SY stands for subsequent years, it's a plan. Every year you go back and you look at those out years.

We have the resolutions to appropriate the funds for the capital projects in 2015. If you go to the second box, the lower box, you'll see 2016. Those are the projects that are approved and will become live January 1 for the capital program. That's all the money we have in 2016. For 2015, it was low at \$485,000. Next year we only have \$360,000.

MR. MULE:

Question, Lance.

MR. REINHEIMER:

Yes.

MR. MULE:

The Vanderbilt seawall, how far does that extend? Does it go anywhere toward the seaplane hangar?

MR. REINHEIMER:

Yes, it does. It goes from the beginning of the property out toward the Sound, down to the seaplane hangar and stops at the seaplane hangar. From the seaplane hangar on toward the inner part of the Harbor, they already replaced that wall probably twenty years ago. That's a composite plastic and wood. That's holding up beautifully. It looks brand new.

The options that I would think that they would look into for the granite wall is, do you just let it crumble and let it become a soft shoreline? Do you backfill it like they did with the part that we have over by the seaplane hangar, put a new wall in front of it and backfill behind it to make it a hard seashore? Or do you do something else?

My concern is long-term there's a large sloping hill. Does that wall anchor the hill? I would think that wall prevents erosion and keeps that sloping hill stable. But when I speak before the Legislature, I'm not an engineer so I didn't address whether that's a concern or not. It's a concern, but I can't say whether it's necessary for the wall.

MR. GLASCOCK:

Is there a concern regarding the structures close to the water?

MR. REINHEIMER:

That question was asked. No, again, I'm not an engineer, but the boathouse has its own foundation and seawall-like foundation. The sloping hill where the granite wall is is stable. I would say we have no buildings in danger of losing any structural support from erosion.

MR. MULE:

Regarding the seaplane hangar, I see there are zeros next to seaplane hangar restoration and stabilization. Was there any discussion concerning the seaplane hangar as something that is in dangerous condition in a certain respect and has been sort of boarded up?

MR. REINHEIMER:

Not today. We, as a Board, last year – I mean, you as a Board last year, put in a request to have funds for the seaplane hangar. I think the County Executive left those in, and the Legislature took those scheduled funds out.

MR. BEATTIE:

Well, I, for one, want to be on record because I've been on record ever since I joined this Board that the seaplane hangar is a public hazard. Not providing any money at least for the stabilization – not restoration – just stabilization is demolition through neglect.

MR. MULE:

May I add one more thing on the seaplane hangar because it's one of those aspects of the Vanderbilt Museum that is extremely unique. It's one of those aspects of the museum that I think has a tremendous potential to create revenue that is sorely needed by the museum. I just think we have to redouble our efforts as far as trying to get some type of funding for the stabilization and then ultimately for the restoration of that.

MR. DUJMIC:

May I?

MR. BEATTIE:

Sure, Joe.

MR. DUJMIC:

Every year during this meeting -- and Ann Marie knows what's coming, I'm sure -- I go on somewhat of a diatribe. I'm going to try to limit it as much as possible today. I think Ron used the correct phraseology; I think what's really happening here is demolition by neglect.

You know, as a Board, and I've been on the Board for five years now, we worked so hard to – when I first joined, we had hopes that the planetarium and the museum would still be here five years down the road. It wasn't a given.

We had a County Executive who wanted to close us. We had a number of individuals who just kind of said, "Oh, the Vanderbilt needs to fend for themselves."

By the way, for the most part we did. Take a look around in this room today. It brings me back to my first meeting five years ago. I look at

the differences between what we were and what we are. I have to say I'm very proud of how far we have come over those years.

That being said, there are some things that remain consistent. We can always count on the politicians and elected officials from both parties to do what's best for them politically. I guess it's not very sexy or attractive to give additional finances for the Vanderbilt or the seaplane hangar, which is now a hazard.

Look, it's a matter of time before someone – they're not supposed to be down by the seaplane hangar, but it's only a matter of time before someone does go down by the seaplane hangar, and God forbid there's some kind of catastrophe. These pennywise, dollar foolish politicians are going to end up paying a much bigger price.

I have been blowing the bugle since 2010 that they need to wake up. They need to see the Vanderbilt for what it is. The Vanderbilt can be something that brings in more revenue to the County.

I looked at the financials that Betsy provided, and I'm going to tell you something. For those of you who were not here five years ago, seeing one, two, three, four, five months where we're in the black is extraordinary. There were times where we didn't see any positive figures for months and months and months. Who could forget when the planetarium was closed down, and our only revenue source was through the museum. We experienced some difficult times.

I have to tell you, because of this Board and this Board alone and our Director, this place has not only survived but thrived. But let me extend this one caution to the politicians sitting on the 12th floor of the Dennison Building and for those in the Legislature as well, we have really the jewel and the crown of Suffolk County sitting right here.

We have a clock tower that is falling apart. We have buildings that are nearly 100 years old that need continuous funding and repair. We have a seaplane hangar. We have a boathouse. We have things here at this museum that you are not going to find anywhere else -- certainly not on Long Island, most likely not anywhere in New York and probably not in this country. Yet, we're not getting the funding that we require and we deserve.

My word of caution, maybe term limits aren't the best thing because this demolition by neglect is taking place over a long period of time. Unfortunately, those who are making the decisions today may not be

there when the proverbial chickens come home to roost. We're sitting here – well, you're sitting here in ten years from now and where did we go?

You can't replace the Vanderbilt Museum. You can't replace Eagle's Nest.

We accepted a gift from the Vanderbilt family. By accepting that gift, we made a promise that we were going to do whatever was necessary to maintain it, improve it and to make sure that it's here for years to come. We are going back on that gift. We're not honoring that gift.

When I see "we," I don't mean anybody sitting at this table. I mean the County Executive – and it's not political – I mean the former County Executive who I worked for, I mean the present County Executive and I mean members of the Legislature, who I have to say, you don't see them here all that often.

Go down to the Legislature for the next committee meeting when they're discussing the Vanderbilt and let's ask how many of them have actually been to the Vanderbilt.

I will conclude my remarks on that note and just, unfortunately, it's politics as usual in Suffolk County. It has nothing to do with party affiliation. It has to do with setting forth priorities. I understand there are much more important things than the Vanderbilt Museum. But this is a key ingredient and can be an engine to produce more resources in the future.

We have met the goal that I had set in my mind five years ago when I joined the Board in making us at the very least self-sufficient. But now it's time to take that next step and actually start making money for the County. But without investment, there's no dividend. That's my remark to the 12th floor and to the Legislature.

MR. MULE:

Can I just add something?

MR. BEATTIE:

Sure, Mike.

MR. MULE:

Joe, I echo the frustration that you have in some respect. I certainly agree that the Suffolk County Vanderbilt Museum can be an engine for

revenue. This is why the seaplane hangar is such an important aspect for the museum.

I don't, however, want to diminish the contributions of the Suffolk County Legislature or the County Executive, particularly as we are getting Hotel/Motel Tax. There have been significant contributions that have helped and aided the Suffolk County Vanderbilt Museum.

I don't want to exaggerate our own contributions, which have been substantial, but this is not everything. It's the Suffolk County Vanderbilt Museum, and it's really a County museum, County contributions and the great donations that we've gotten, such as the Reichert's and so forth.

This is a group effort to improve the museum. It's just something that I think we have to try to redouble our efforts as far as being positive and trying to make this what it can be, which is a tremendous asset for the County and for people beyond the County who come here from throughout the world.

MR. GLASCOCK:

If I could add, let's face it. It's not easy. New York State is trying to stay competitive and keep people from leaving. The Governor and two percent tax cap on the other hand, frankly, that really hamstring local municipalities.

The county, the town and villages have almost no money for capital improvements. Really, no money. It's very, very difficult. If it was easy, we wouldn't have these problems.

That said, I do have a question for Lance. There's an item regarding ADA compliance.

MR. REINHEIMER:

Yes.

MR. GLASCOCK:

Could you explain that?

MR. REINHEIMER:

Sure, where are you looking? Which box?

MR. GLASCOCK:

Modifications for Compliance with ADA, \$130,000 for 2016.

MR. REINHEIMER:

Okay, yes, \$130,000 is \$30,000 for equipment, which is for trams. Several years ago back in the early 2000's, this project was used to buy two trams for the museum.

Those two trams that were purchased through the capital program, one was crushed during the collapse of the building behind the museum or behind the planetarium. The other one over time just died. I must say that two of those trams do live on in the third tram that we have. They gave up their lives for the third one.

{LAUGHTER}

We did cobble together parts from those two trams and we had the third tram reconditioned about a year ago.

MR. GLASCOCK:

Frankenstein tram?

{LAUGHTER}

MR. REINHEIMER:

Yes. We need trams, and I'd like to find something that is different from what we've had in the past. The cobblestone roads – it's amazing that this tram that we have, that is over 15 years old, is still running. The suspension and the size of the wheels for those trams, it's not ideal for running on the cobblestones.

There's \$30,000 in for trams. There's \$25,000 in for planning because we have no more planning funds in that project, and that's just incidental planning for modifications.

The remaining \$150,000 is for projects and construction to make the museum ADA compliant the best we can in issues that come up.

One of the things that we're looking to do soon that's already been appropriated on this project is to replace the front doors of the planetarium. Those are the original doors. They are not really ADA compliant. There is no automatic opening door.

I've had discussions with Public Works probably in late spring, early summer. That's the way these things go, slowly. So that's somewhere in design. I'm hoping that it progresses some time during 2016.

The additional construction money is to replenish that fund to address concerns that come up. That's what that \$130,000 is for. That's already in the adopted 2016 budget. We have between January 1 and December 31 to appropriate those funds.

The hard part for people to understand with the capital program is it's not a budget in the sense that it's appropriations. It's not appropriations until the Legislature adopts a separate resolution project by project. The out years are a plan for what you want to do. It's fuzzy. It changes every year.

This is why I included the current program as it stands and then what I'm looking to do and propose for next year. Going down project by project and starting with the seaplane hangar – we have to keep asking for funds as a Board.

That was the discussion we had last year, that as a Board you felt that we should continue to ask for funds because you're not doing your duty if you're not bringing this to the County Executive and to the Legislature saying, "Hey, we know you have problems, but we, as a Board, our perspective is to protect the museum and do what's right for the museum. This is what we need." As Ron said, we're looking at this point in time to ensure that this building is here in the future.

I understand limited resources in government. I understand the issues that the Legislature is facing. But to neglect a building, and you hit the term right on the head, Ron, demotion by neglect, by doing nothing, we're making decisions for this building to disappear and it's a decision that future generations will have to live with.

It's important to preserve history, to make decisions for the future, and perspectives change. As this estate gets older and older, it becomes more and more important. These estates have disappeared. Mansions are continuing to fall apart.

Examples of the Gold Coast era are disappearing. So 100 years from now, whoever is sitting here, it will be nice if they have two hundred year old buildings to show an era that is once removed, another hundred years older. The same thing is true for the seaplane hangar. That building may be extremely important 50 years from now or 25 years from now.

We need to preserve the future and make decisions that ensure that future generations have a chance to do something with that building.

MR. MULE:

May I just say one more thing, and I apologize, but I'm passionate about this. It's something that just this morning – in talking about the importance of this not only for now but for future generations, I was having breakfast with son this morning in Northport Village, he pointed out the seaplane hangar and said, "Wow, that would be cool if they fixed that up."

I just want to point that out. It's just something that was completely unsolicited. It came out of someone who is 15, and it just shows how this captures people's imaginations. It's something that the Vanderbilt and Suffolk County could really build upon. Thank you.

MR. BEATTIE:

And that's the perfect example of future generations that we need to protect this for.

MR. DUJMIC:

And if I may, the more disrepair everything falls into, the more it's going to cost. We're kind of kicking the can down the road. The seaplane hangar continues to deteriorate and all of a sudden, "Well, you know what? Maybe it is a good idea to rebuild it. How much would something like that cost to rebuild?" It would be impossible. We have to at least hold back from future deterioration.

MR. GLASCOCK:

Do you have a site plan and buildings permits?

MR. DUJMIC:

I'm sorry?

MR. GLASCOCK:

A site plan and building permits?

MR. DUJMIC:

Do I have a site plan and building permits?

MR. GLASCOCK:

I'm joking. It would be very difficult to rebuild something like that.

MR. BEATTIE:

You're absolutely right. The other thing – and Lance kind of hit on it before and we forget, and if Dr. Gittleman was here, he would be reminding us Trustees, even though he isn't here, the fact that there

was approved money for the waterfront project and the seaplane hangar.

The late Bill Rogers put in a lot of money that was supposed to get matching funds by the County. That was reneged on. That was money that I think really is still technically in the budget. I don't know if it sunset already or what the status is. We don't need to go there right now.

We have to remember in terms of kicking the can down the road, there were commitments that were made and reneged by the County. We have to understand that.

The only other point, and I know Michelle wants to make a comment, so I'll be brief here, but the only other comment that I'll make here is in terms of the word perception that came out a couple of times here before. There's another perception, and I've mentioned this in a couple of meetings, that we have a continuous problem on.

One of them came up -- and Lance was nice enough to send me an article about it, and I'm not exactly sure where the article came from, but it was a very interesting meeting between the County Executive and some people out on an east end tourist board or something like that. The conversation was about what our cut was of the Hotel/Motel Tax, as opposed to what others were.

The Vanderbilt Museum was singled out along with the Walt Whitman Museum and the term they used I thought was very interesting. We were called special interest groups. We are both County institutions that other people were referring to us as special interest groups.

That's a perception thing that when you have your conversation with your Legislators, that should come up to kind of clear up that when it comes to the Hotel/Motel Tax, we have a lot of visitors, including international visitors and people from all over the County. We're not a special interest. We're a County institution.

That's a perception this reality issue that I think we're going to continue to have to battle. I think it comes down to the seaplane hangar as well. That's why I brought it up. Michelle?

MS. GEGWICH:

I agree with everyone, that it's an important piece of our history that we really need to preserve. I hear the County frustration, but then I

challenge us, as a Board, to figure out more ways to raise money. If it means that we all need to be doing a little bit more research into wealthy people around the country that would have an interest in this and send letters or, as Lance has done, attending these foundation meetings, I feel like we're not getting the money. We want the money.

Now it's up to us as a Board to say, "Well, what else can we do?" I think we can do more fundraising, even if it's not that we're going to make \$3.2 million on our own, but I think we can do more. I think we can have a higher ticket price dinner/dance. I think we can raise a lot more money than we're currently raising. I'm open to working toward event that we think will raise a significant amount of money.

Lance, I want to ask you secondly, what our membership is. I feel like that's a guaranteed revenue source that we're not tapping into. We're not soliciting enough to keep our members and to keep them renewing. There's a couple of thousand family memberships here that we should really be securing, especially all of the families on this Little Neck Peninsula. Every single family should be a member.

What are we missing out on in our marketing where we're not getting that money? It's not going to get us to the \$3.2 million we would need, but I personally don't feel okay with just being frustrated. I'd rather us channel that into doing something to work closer to acquiring the funds.

MR. BEATTIE:

I don't disagree with that, but I think the main point is to be going on record here of saying as a Board our fiduciary responsibility to accept that we get zero in the capital program to preserve that is wrong, and we have to be on record as saying that. I completely agree that we can be doing more. We can all be doing more.

MS. CAMBRIA:

Ron, I see it as part of planning and strategic planning.

MR. BEATTIE:

Well, we did approve the ESP. I haven't done as much as I could to get that, and the seaplane hangar was a big part of that.

MS. CAMBRIA:

So we should go back to that.

MR. BEATTIE:

We absolutely need to, but at the same time, we had money approved for stabilizing a historic structure. We're on the National Historic Registry. That is a historic building.

As Joe pointed out, the County accepted this gift. Again, we all need to do more, but we also need to go on record and send that communication to people that our fiduciary responsibility says that we need to at the very least stabilize a historic structure.

MS. GEGWICH:

And it's on record, so now I would offer that we move forward and do something else. But for a smaller piece of it, Lance, can you address membership numbers, ballpark?

MR. REINHEIMER:

Ballpark is probably somewhere between 325 and 350 members. The last time I looked at renewals because you mentioned renewals, and it's one thing to get new members, but it's another thing to keep them. We're very good at renewals. The last time I looked it was 30 percent. People are renewing. We're very active.

We send out with the Altru system, we're notified as renewals come up. We're active in sending out letters. Some of our big numbers – big in terms of membership level, the \$500 level – generally, they renew. We had one come in a couple weeks ago. We had another member that continues to renew his membership at the \$500 level. People see the value.

MS. GEGWICH:

Do we have a goal?

MR. REINHEIMER:

Yes, 1,000. And like you said, that gives you a basis of 1,000 family members, which is \$95,000.

MS. GEGWICH:

So is there a membership drive date in place? Can we have something where then all of us may be able to take responsibility for some of that?

MR. REINHEIMER:

I'll welcome memberships from wherever they come from. We have a Groupon programs, and that generated a lot of memberships. That's

what we're doing to generate memberships and then showing value. If we get 30 percent of those people to renew, that's a start.

Our membership was decimated when the planetarium was closed. That's the draw. We're starting up at zero and building from there. Then we're trying to cultivate new members while maintaining our existing members. It's a challenge.

But I would like to see 1,000 members. The Vanderbilt, when you have Nassau and Suffolk Counties, you're talking 2.3 million people at least. We should have 1,000 members. That's nothing. We're trying to do that through Groupon. You can join on-line. We do get people to join on-line, not a lot of it happens. Of course, here in admissions people try to get them to renew.

MR. MULE:

Lance, can we get a list or a profile of the members?

MR. REINHEIMER:

By list, what type of –

MR. MULE:

This way we can sort of gauge – I'm thinking of a couple things. One where are our members? Are they –

MR. REINHEIMER:

Yes, we can do a download by zip code of members.

MR. BEATTIE:

Didn't we do that very recently?

MR. REINHEIMER:

That should be pretty easy.

MR. MULE:

I think that's something we should look at.

MR. REINHEIMER:

That's good. It will prove out that our membership is from all over. You talk about where come from. We do the dances on Thursday nights in summer. People join because they came here to dance. People come from pretty far, Port Jefferson and Nassau County. They come here on a Thursday evening to dance.

You talk about memberships and one of the other ways to get memberships is to attract different audiences. We bring people here through music festivals and car shows. The more audiences and the more diverse visitors that we have, they come here for the first time and say, "Gee, I've never been here before." They come for a car show, but then they come back. That's a good way to capture memberships.

MR. MULE:

I don't know if I could propose – and I don't know if we need a resolution – but to propose a Membership and Fundraising Committee be formed for purposes of looking at ideas where we, as a Board, could take some type of action to try to cultivate membership and fundraising.

MR. BEATTIE:

Yes, I think as a Sub-Committee to the Development Committee. We've talked a lot about setting the goals and using the Altru. We kind of stumbled a couple of times in making that happen, but maybe starting for 2016 that Sub-Committee could be formed to work with our Development staff to set those goals.

MS. GEGWICH:

I'll volunteer to Chair that.

MR. BEATTIE:

Okay.

MR. MULE:

Are we going to have a second on the motion? Do we need a motion for this?

MR. BEATTIE:

I don't know that we need a motion to create a Sub-Committee. Michelle will chair that. Anybody else want so join Michelle?

MR. MULE:

Yes.

MR. BEATTIE:

Very good.

MR. REINHEIMER:

We kind of got off track with membership. We'll get back to capital program, starting again with the seaplane hangar. The lower box is our wish list in what we feel is important to ask for in the capital program. This is for 2017.

Why am I doing this now? I want you to have time to digest this. You can come back to another meeting, and we can further discuss this.

I give you the top part of what's already approved, so you can see how things play out. This is what we scheduled for. Ideally, in a capital program, it should be smooth. What you've asked for the previous years should follow through into subsequent years.

The top part is basically how the capital program looks today in, let's say 2015 and 2016 on, and then the bottom one is what do we want it to look like tomorrow, which would be for 2017 and beyond.

The seaplane hangar, SY, what it does is it schedules money out there to put it on the radar. As a Board, you may want to say, "Well, this is more important. We'd rather ask for the funds sooner." We can move that up, if you want.

From your discussion today, my feeling is we should ask for what we feel is right for the museum and have the policy makers decide what they want to do. If we don't ask for something – and this is what Steve Gittelman said last year, if we don't ask for it, they're not going to give it to us. If we're not asking for it as a Board, then I don't think we're doing our job. I'm kind of paraphrasing what Steve said last year.

Let me just go through this. The 2016 column on this lower box, that's a done deal. That's the way things look today. For whatever reason, the funds of \$80,000 for Normandy Manor in 2016 is for planning. It should have been for construction. I think that's important to work on that roof, to fix that building up.

Perhaps we should add the planning money of \$80,000 – I'm sorry, that was for construction in 2016. It should have been planning – is to put the planning money in 2017, bring down the construction in 2017 so that the total of what's in 2016 and what's in 2017 brings construction to \$630,000.

MS. CAMBRIA:

That's a lot of money.

MR. REINHEIMER:

That's a 100 year old slate roof. The slate is somewhere between three-quarters and an inch thick. It has to be removed, restored and check the sheathing. There's a lot of work to be done under the eaves. It's historic work and very specialized. I don't make these numbers up. It's from discussions with Public Works.

MS. CAMBRIA:

But you have \$80,000 approved for 2016.

MR. REINHEIMER:

Yes, that should have been planning, and they put it in construction. So what that money will do is it's appropriated in 2016. It's just going to sit around until we get more money to be able to do the work.

That's the way the capital program goes. The funds, once they're appropriated, are there for several years. They don't expire at the end of the year.

MS. CAMBRIA:

It's a work plan –

MR. REINHEIMER:

We did electrical and we did plumbing this year.

MS. CAMBRIA:

Right, okay. So \$80,000 was for planning?

MR. REINHEIMER:

Well it should have been for planning. Somehow it found its way into construction when the budget was adopted.

MS. CAMBRIA:

What's planning that would cost \$80,000?

MR. REINHEIMER:

Planning and supervision, it's finding the materials, coming up with any architectural drawings that we may need, and the supervision of the job as it's being done. So it's planning and supervision. We call it planning, but really supervision is in there, also.

Generally, planning is 10 percent of a project. That's the standard formula for figuring out how much a project is, and then the planning is going to be 10 percent of whatever that construction costs us.

Improvements to the planetarium, \$115,000 – I'm sorry, restoration of gutters and driveways, right now there was planning money appropriated for the bridge. They are assessing the bridge. They came out and surveyed the bridge. They're going to figure out what they need to do to shore that up to make sure it's structurally sound.

In 2017, \$1 million is construction. Depending on what they find out while they're in the planning will determine how much they need for construction. That's in lock-step with repairs to the bridge going into the courtyard.

Improvements to the planetarium, \$115,000 in 2016 is for the restoration and cleaning up of the inner dome of the planetarium, which has been stained by chronic leaks in the roof. Public Works is working on that, but it's still leaking.

The \$100,000 is to have something in the planetarium project in 2017 for what I feel some day has to be done, and that is the plumbing and septic system of the planetarium. The septic system is 40 years old. Something is going to give some day. If we have no funds available, we can't address it.

Restoration of the boathouse, \$750,000 is to stabilize it. Some funds for planning and potential permitting documents that will be needed because it's on the waterfront. Construction is \$675,000. That's probably low.

There's \$400,000 for waterproofing. It's just ongoing waterproofing that we need going in the out years.

Restoration of facades, we talked about the bell tower earlier today. There are funds for the bell tower that's under the facades project. I've had discussions with Public Works on that. I'd like to see that project progress. We have about \$2 million in that project. So the \$1 million going forward would provide funds to continue that project. Out of the \$ 1 million, \$100,000 would be for planning because we're running out of planning funds.

I'm not asking for any more money for wiring historic structures. We're in pretty good shape. We got the \$50,000 in this year's budget.

Modifications for compliance with ADA, I discussed that earlier. Then the money requested in the out years is just for ongoing ADA projects as they present themselves.

Reconstruction of the seawall, it's additional money for planning because the preliminary planning that was passed today, the \$35,000, will do the initial surveying and planning.

The way these projects work on the waterfront, you have to revise plans, modify plans and then depending on what the regulatory agencies want you to do. We need more planning money in addition to the construction funds.

I spoke to Highways and Waterways, that oversees that, and they feel \$350,000 for construction is a good starting point on that wall.

Then building safety improvements, this is a project of 2016. We have planning funds. I would have liked to have seen construction funds in 2016. This would be to start to go through the museum and address some of the issues that are there to bring the building up to code.

One of the things we want to look at is the glass cases and things like that and to bring it up to code. That would be an ongoing project over the years.

This is a lot to digest. My recommendation is to go back, think about this and discuss it at the next meeting. I think it works with what we've asked for in the past. I think from the discussion I think the Board should discuss what they want to do with the seaplane hangar advance funds and even the boathouse probably to talk about additional funds for construction. I don't think \$750,000, from talking to Public Works this passed year, is going to be sufficient to finish the stabilization of that.

That's the capital program. It's a lot to digest. Any questions?

MR. BEATTIE:

Please say no. Just kidding. That wasn't the end of the Executive Director's Report, was it?

MR. REINHEIMER:

No, I have more, but the rest is just going over the good stuff. Ron was here a couple weeks ago, and we had the tree surgeon here. They were doing tree work. We had five days of pre-work that was

done. We cut back, trimmed back trees and took out dead trees that were by the rose garden out here in front of the planetarium.

We looked at the walkway coming down to the planetarium. We trimmed those trees back. We also looked at areas where people walk where there were dead branches, especially in front of the planetarium.

They also did work over by the marine museum, and they did work over by the little cottage. They're coming back because we have a few trees over by the marine museum that are starting to lean and go toward our neighbors and can create a hazard. That's more of a safety issue or I should say a property safety issue. They're going to come back in another couple of weeks and do one more day of work over there.

Gretchen mentioned the planetarium holiday schedule starts. It starts the day after Thanksgiving and runs through January 3. We have the tree lighting the first Saturday after Thanksgiving. Every year that gets bigger and bigger. I just ordered how many cookies? I think it was 1,400 cookies. That will take care of those hungry kids for the tree lighting.

Then we have the Twilight Tours, which we have starting up the day after Christmas, the 26th and 27th. Both of those events we do hot chocolate, cookies, and at the tree lighting we also have Mr. and Mrs. Santa Claus.

The Education Department is doing a holiday craft for the children that are there. They are excluding the adults. Last year some of the adults got into that craft.

The Holiday Dinner on Saturday, the 5th, is sold out, both seatings. So that's pretty good. Then on the 6th, the day after that, we've got the Liverpool Shuffle coming back for their third or fourth show this year. That's a Sunday evening at 7 p.m.

We only have one wedding date open, so if any of you are planning one, there's one wedding day left for 2016. It's a prime day; it's the weekend of May 14.

The Clam Bake, put it on your calendars, is July 23. I had to grab that date. It's a week later than last year because somebody booked a wedding.

One more thing, Tony Guarnischelli had the Reo and did some reconditioning. It's a static display. The car will not run. Tony returned the car today. I want to thank Tony for all the work that he did as an expert with antique automobiles. He really knows his stuff and as a Board Member, I wanted to thank him on the record that he did this out of the goodness of his heart. I want to thank Tony for all the work he did to restore the Reo to the best he could given his budget of no money.

That concludes my report.

MR. BEATTIE:

Any questions for Lance? I will say that mentioning Tony, he's a great guy and he did a lot of work here. We really appreciate it.

After that report, we see there is some good news that we have, even though we kind of wallowed in the mud there a little bit.

I will continue on with the President's Report. The good news is that we are making a lot of progress on the Under the Stars Café. The drawings and the applications were accepted by DPW. The architects that we hired to do this – if anybody reviewed the plans at our previous meetings, they did a fantastic job.

We had a couple of questions and revisions that we asked them to make. They went and did that and put in the drawings and the applications.

We are working on a food establishment plan review now that Lance and I have been going over. Toward that end, we're also working on an RFP for food service providers. For that, I would ask if we would like to form an Ad Hoc Committee to Review those RFP's when they come in. I know Betsy was going to be on that. Anybody else want to be on that?

MR. MULE:

Yes.

MR. BEATTIE:

Okay, Mike, very good.

We are also working on, and you have a copy of the draft of it, the RFP for the laser light vendors. Remember this is a double edged sword that we're trying to deal with because bringing back the laser light

shows, having a venue for people to have wine and cheese and beer and have another venue to go to in between shows – they can see a planetarium show and then buy an extra ticket for a laser light show. We saw a couple of demos a few months ago on that. I think we had three vendors.

MR. REINHEIMER:

Yes.

MR. BEATTIE:

We had three vendors that this RFP is going to go out to. The date, obviously, is going to change.

MR. REINHEIMER:

Right, and I'd like to add that they will go out to those vendors. We will also advertise it on a website, "El Dome," or something like that. Dave knows. We'll send it out to as many laser equipment providers that we can find and advertise it the way they can also find us.

MR. BEATTIE:

Okay, so that's where we're at on the Under the Stars Café. The eternal optimist that I am, I'm hoping that we can bring construction to start in mid to late September. I know Lance would like that, also.

MS. CAMBRIA:

September?

MR. BEATTIE:

Did I say September? I'm sorry, I meant spring.

MR. REINHEIMER:

You actually meant September because –

MR. BEATTIE:

Yes, that was the original date.

MR. REINHEIMER:

Yes, and then I think it was October, November, and so on.

MS. CAMBRIA:

Yes, and now spring.

MR. BEATTIE:

Very good. So that's the end of the President's Report. Any questions for me? Does anybody have any old business to discuss?

I'll start out with new business. We need to form a Nominating Committee for the 2016 Executive Board. I have Jack if he would head that up again?

MR. DEMASI:

Sure.

MR. BEATTIE:

Does anybody want to join Jack on that committee?

MR. GLASCOCK:

Sure.

MR. BEATTIE:

It was Tom and Jack last year.

MR. DEMASI:

They were great helpers last time.

MS. GEGWICH:

I'll also help out.

MR. BEATTIE:

Michelle, too. Great, I appreciate it. Any other new business to discuss?

MR. DUJMIC:

Yes, I have some new business. There's definitely going to be a vacancy in the 1st Vice President slot. As maybe some of you have gathered, it's become a little more difficult for me to get to the meetings over the past few months.

I've always prided myself on being the type of person that if I can't give 150 percent to something, I'm not going to do it anymore. I think I owe that to the members here. I owe that to the Vanderbilt.

I just want to say that despite the frustrations that I vent, and by the way, the frustration was just one last reminder to the administration and to other individuals that we need to do better for the Vanderbilt. We need to do better for the people of Suffolk County.

That being said, I hope that over the five years that I've been here that I've contributed to this Board. I certainly hope that it's a better Vanderbilt now than when I joined five years ago. I hope that I had something – even a small part in doing that.

When I joined the Board, it was to make sure that the Vanderbilt would be here for when my son got older. Now I have two sons.

MR. BEATTIE:

I don't know if anybody knows that, but congratulations. He's got a new addition.

MR. DUJMIC:

Which is another reason why I don't have quite as much time as I did before. I still hope I get invited to all the events. I'd love to be here for the opening of the Under the Stars Café. But I will be resigning from the Board effective the end of the year. So if there is a December meeting, I will try my best to be here. But if not, I wanted to just thank everyone here. We have a great Executive Board and a great Executive Director.

One of the best things that I think that I had a part in was bringing Lance on board. I have to tell you, for those of you who were not here five years ago, it really is a stark difference. Lance has just done a tremendous job. You also have a great President. Betsy and all of you have done such a great job.

I can say this also, as a difference between now and five years ago, I see a lot of passion here and now. One of the things I said a few months back, all of a sudden we have the Reichert's giving us money. We became the attractive person on the block that everybody wanted to dance with.

When before we were sitting in here, it was kind of pitiful to look at at one point. I'm sorry, but the planetarium was dilapidated. It was out-dated. We have state-of-the-art facilities now. I'm very proud to have been a part of this Board for a really important piece of time. You never know what the future brings. Maybe I'll be back in five or ten years, if you'll have me.

For now it's just better for the Board and better for me and my family to step aside. I thank everyone here. I wish you the best of luck. Feel free to reach out if you ever have any need for anything. Thank you.

MR. BEATTIE:

Joe, thank you. I think I can speak for the Board in thanking you for all your service. As 1st Vice President, you've always been that sounding board for me when I needed it. It's much appreciated.

{APPLAUSE}

Is there any other new business to discuss? I will take a motion to adjourn.

MR. GLASOCK:

Motion.

MR. DUJMIC:

Second.

MR. BEATTIE:

Without objection? Thank you all for coming. We got a lot done tonight. **(Vote: 8/0/0/7 Not Present: Ms. Oldrin Mones. Absent: Mr. Peterman, Dr. Gittelman and Mr. Guarnischelli. Three vacancies.)**

(Mr. Ron Beattie adjourned the meeting at 8:30 p.m.)

RB:ap

Attachments

Suffolk County Vanderbilt Museum

November 2015 Meeting Agenda

November 18th, 2015 / Planetarium / 7:00 PM

- I. Pledge of Allegiance**
- II. Public Address to the Board**
- III. Previous Meeting Minutes**
- IV. Committee Reports**
 - A. Finance / Treasurer Report**
 - B. Education & Exhibit**
 - C. Development**
 - D. Planning / Strategic Plan**
 - E. Community Relations Committee**
 - F. Operations**
 - 1. Buildings and Grounds**
 - 2. Technology**
 - 3. Human Resources**
- V. Executive Director Report**
- VI. President's Report**
- VII. Old Business**
- VIII. New Business**
- IX. Adjournment**



Suffolk County Vanderbilt Museum Policy on Governance & Oversight

Whereas, the Suffolk County Vanderbilt Museum Board of Trustees seeks to establish a formal policy to appraise the Executive Director's performance.

IT IS THEREFORE RESOLVED THAT the Board of Trustees adopts the following policy:

1. At least once every two years, the Suffolk County Vanderbilt Museum Board of Trustees will conduct a performance appraisal of the Executive Director.
2. The first performance appraisal will be conducted no later than October 31, 2017 and will be carried out under the authority of the Board of Trustees.
3. Henceforth, the Executive Director performance appraisal will be conducted within two years after the date of the previous appraisal or within two years of the Executive Director's date of employment.

Adopted by the Suffolk County Vanderbilt Board of Trustees, XX-XX-XXXX



Suffolk County Vanderbilt Museum and Planetarium Policy on Measuring Effectiveness

"WHEREAS, the Suffolk County Vanderbilt Museum and Planetarium's Board of Trustees seeks to establish a policy on effectiveness assessment to help ensure that the organization has defined, measurable goals in place and objectives in place to evaluate the success and impact of its programs in fulfilling these goals and objectives,

"IT IS THEREFORE RESOLVED THAT the Board of Trustees adopts the following policy:

1. At least once every ~~three~~ [two] years, the Suffolk County Vanderbilt Museum and Planetarium will review its goals and objectives toward achieving its mission, and will complete an assessment of its program performance and effectiveness based on that review.
2. This first such assessment will be in 2014 [2017] and will be conducted under the authority of the personnel committee of the Board of Trustees and presented to the Board of Trustees for approval.
3. The Suffolk County Vanderbilt Museum and Planetarium Board of Trustees will receive a written report of this assessment. This report will:
 - (a) Describe the activities that Suffolk County Vanderbilt Museum and Planetarium undertook in the prior two years to achieve its goals and objectives,
 - (b) Identify the measures used to assess the Suffolk County Vanderbilt Museum and Planetarium's effectiveness in achieving its goals and objectives,
 - (c) Analyze the effectiveness of the Suffolk County Vanderbilt Museum and Planetarium's programs in achieving the goals and objectives,
 - (d) Recommend future actions the Suffolk County Vanderbilt Museum and Planetarium might take to increase effectiveness based on the findings.
4. At the conclusion of this process, the Suffolk County Vanderbilt Museum and Planetarium will revise its goals and objectives, as needed, for the upcoming term and will suggest means of measuring them.

Adopted by Suffolk County Vanderbilt Board of Trustees May 15, 2013
Amended XXX-XX-2015
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SUFFOLK COUNTY VANDERBILT MUSEUM

Treasurer Report September 2015

	Actual	Budget	Variance
	September	September	
Revenue			
Admission	\$ 47,022	\$ 38,000	\$ 9,022
Membership	\$ 3,408	\$ 4,167	\$ (759)
Museum Store	\$ 6,374	\$ 3,500	\$ 2,874
Special Events	\$ 38,115	\$ 18,000	\$ 20,115
Suffolk County Funds	\$ 61,010	\$ 73,212	\$ (12,202)
Endowment	0	6,679	\$ (6,679)
Site Use	\$ 22,490	\$ 22,000	\$ 490
Donations & Gifts	\$ 80,921	\$ 2,818	\$ 78,103
Real Estate Rental	\$ -	5,666	\$ (5,666)
Other General	\$ 415	\$ 41	\$ 374
Total Revenue	\$ 259,755	\$ 174,083	\$ 85,672
Expenses			
Salaries & Wages	\$ 97,208	\$ 99,000	\$ (1,792)
Benefits	\$ 24,755	\$ 23,000	\$ 1,755
Maintenance & Equipment	\$ 7,280	\$ 7,375	\$ (95)
Insurance	\$ 7,000	\$ 7,083	\$ (83)
Professional	\$ 35,761	\$ 19,166	\$ 16,595
Museum Store	\$ 1,713	\$ 2,917	\$ (1,204)
Telephone	\$ 2,290	\$ 2,250	\$ 40
Utilities	\$ 13,595	\$ 19,000	\$ (5,405)
Supplies, Programs, Gala	\$ 4,648	\$ 10,041	\$ (5,393)
General Expenses	\$ 7,873	\$ 2,334	\$ 5,539
Total Expenses	\$ 202,123	\$ 192,166	\$ 9,957
Excess / Deficiency	\$ 57,632	\$ (18,083)	\$ 75,715

**SUFFOLK COUNTY VANDERBILT MUSEUM
TREASURER REPORT FOR THE YEAR ENDING 2015**

	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual July	Actual August	Actual September	Budget October	Budget November	Budget December	Project Year End	Business Plan	Dollar Variance
REVENUE															
EARNED INCOME															
Admissions	40,858	42,336	44,598	73,756	61,580	70,223	80,662	85,622	47,022	38,000	51,000	53,000	688,657	664,000	24,657
Memberships	3,680	6,310	12,145	8,770	7,871	6,577	10,850	5,990	3,408	4,167	4,167	4,167	78,102	50,000	28,102
Museum Store	4,656	5,478	5,326	7,930	3,398	6,938	12,394	10,886	6,374	4,000	5,000	5,000	77,380	71,000	6,380
Special Events	16,345	779	5,173	3,302	5,430	31,744	22,857	15,461	38,115	5,000	10,000	6,000	160,206	125,000	35,206
Suffolk County Funds	0	0	0	0	329,454	61,010	0	62,660	61,010	73,212	73,212	73,212	733,770	878,544	(144,774)
Endowment	0	0	0	0	0	0	0	0	0	6,679	6,679	6,683	20,041	80,152	(60,111)
Site Use	7,700	3,308	7,525	20,095	16,932	36,868	21,160	29,080	22,490	8,000	4,000	7,000	184,158	140,000	44,158
Donations & Gifts	22,963	135,863	11	2,065	6,838	100,335	543	124	80,921	2,818	2,819	2,819	358,119	112,000	246,119
Real Estate Rental	0	0	0	0	0	0	0	0	0	5,666	5,666	5,666	16,998	68,000	(51,002)
Other General	239	33	283	744	514	382	282	260	415	41	41	41	3,275	500	2,775
Total Earned Income	96,441	194,107	75,061	116,662	432,017	314,077	148,748	210,083	259,755	147,583	162,583	163,588	2,320,706	2,189,196	131,510
EXPENSES															
Salaries & Wages	89,756	82,884	88,824	95,370	97,254	98,584	101,268	100,719	97,208	100,000	99,000	100,957	1,151,824	1,192,957	(41,133)
Benefits	22,468	24,566	23,132	24,400	22,585	23,941	22,888	24,983	24,755	23,000	23,000	23,561	283,279	277,961	5,318
Maintenance & Equip.	5,936	4,551	4,637	1,703	7,397	1,922	4,638	4,084	7,280	7,375	7,375	7,375	64,273	88,500	(24,227)
Insurance	7,014	7,100	7,100	7,100	7,100	7,100	7,100	7,100	7,000	7,083	7,083	7,087	84,967	85,000	(33)
Professional	13,010	31,076	19,444	11,395	18,525	27,870	25,343	11,790	35,761	19,166	19,166	19,166	251,712	230,000	21,712
Museum Store	4,618	1,115	3,711	2,180	633	5,373	5,775	5,211	1,713	2,917	2,917	2,917	39,080	35,000	4,080
Telephone Communic.	843	1,574	1,937	1,909	1,906	2,214	1,514	1,872	2,290	2,250	2,250	2,250	22,809	27,000	(4,191)
Utilities	19,110	23,049	16,780	14,156	8,901	12,719	14,392	13,375	13,595	10,000	10,000	11,000	167,077	190,000	(22,923)
Supplies, Prgm., Ball	6,947	9,851	4,405	2,282	9,236	6,020	13,703	8,406	4,648	10,041	10,041	10,041	95,621	120,500	(24,879)
General Expenses	3,713	6,262	2,106	17,451	7,032	8,002	371	2,560	7,873	2,334	2,334	2,334	62,372	28,000	34,372
Total Expenses	173,415	192,028	172,076	177,946	180,569	193,745	196,992	180,100	202,123	184,166	183,166	186,688	2,223,014	2,274,918	(51,904)
Excess / Deficiency of Revenue	(76,974)	2,079	(97,015)	(61,284)	251,448	120,332	(48,244)	29,983	57,632	(36,583)	(20,582)	(23,100)	97,692	(85,722)	183,414

2016-2018 Adopted Vanderbilt Museum Capital Program

Capital #	Title	2015 Adopted	2016	2017	2018	SY	Notes
7428	Restoration and Stabilization of the Seaplane Hangar	\$0	\$0	\$0	\$0	\$0	
7430	Improvements to Normandy Manor	\$0	\$80,000				Construction
7433	Restoration of Driveways, Gutters	\$0	\$0	\$1,000,000	\$0	\$0	Reconstruction of the bridge into courtyard
7437	Improvements to Vanderbilt Planetarium	\$0	\$115,000	\$0	\$0	\$0	2016: Planning, \$15,000; Const., \$100,000 for recondition interior of planetarium dome
7438	Restoration of Boathouse, Vanderbilt Museum	\$0	\$0	\$0	\$0	\$0	
7439	Waterproofing and Roofs	\$400,000	\$0	\$400,000	\$200,000	\$200,000	On-going waterproofing of buildings
7441	Restoration of Facades	\$0	\$0	\$1,100,000	\$0	\$1,100,000	On-going restoration of facades
7445	Re-wiring of Historic Structures	\$50,000	\$0	\$0	\$0	\$0	2015: Re-wiring lights for blue-glass floor in Habitat Room
7450	Modifications for Compliance with ADA	\$0	\$130,000	\$75,000	\$50,000	\$0	2016: Const., \$100,000 for on-going ADA compliance; \$30,000 for purchase of two trams 2017: Planning \$25,000, \$50,000 const. 2018: Const. \$50,000
7453	Reconstruction of Vanderbilt Seawall	\$35,000	\$0	\$100,000	\$250,000	\$0	2015: Planning, \$35,000 2017: Planning \$100,000 2018 Const., \$250,000
7454	Safety Improvements at Vanderbilt Museum	\$0	\$35,000	\$200,000	\$150,000	\$150,000	2016: Planning \$35,000, on-going safety improvements to meet current building codes 2017-2018 Construction
	TOTAL	\$485,000	\$360,000	\$2,875,000	\$650,000	\$1,450,000	\$5,820,000

2017-2019 Requested Vanderbilt Museum Capital Program

Capital #	Title	2016 Adopted/Modified	2017 Requested	2018 Requested	2019 Requested	SY Requested	Notes
7428	Restoration and Stabilization of the Seaplane Hangar	\$0	\$0	\$0	\$0	\$3,200,000	SY: planning \$200,000; Const. \$2M
7430	Improvements to Normandy Manor	\$80,000	\$630,000	\$0	\$0	\$0	2017: planning \$80,000; Const. \$550,000
7433	Restoration of Driveways, Gutters	\$0	\$1,000,000	\$0	\$0	\$0	Reconstruction of bridge into courtyard
7437	Improvements to Vanderbilt Planetarium	\$115,000	\$100,000	\$0	\$0	\$0	2016: planning \$15,000 and \$100,000 for restoration interior planetarium dome; 2017 planning \$25,000; const. \$100,000 plumbing improvements
7438	Restoration of Boathouse, Vanderbilt Museum	\$0	\$0	\$750,000	\$0	\$0	2018: planning \$75,000; Const. \$675,000
7439	Waterproofing and Roofs	\$0	\$400,000	\$200,000	\$200,000	\$400,000	On-going waterproofing
7441	Restoration of Facades	\$0	\$1,100,000	\$0	\$0	\$0	2017: Planning \$100,000; Const \$1M
7445	Re-wiring of Historic Structures	\$0	\$0	\$0	\$0	\$0	
7450	Modifications for Compliance with ADA	\$130,000	\$0	\$50,000	\$50,000	\$0	2016: planning \$25,000; construction \$150,000 and equipment \$30,000
7453	Reconstruction of Vanderbilt Seawall	\$0	\$425,000	\$0	\$0	\$0	2017: Planning, \$70,000; Construction \$350,000
7454	Building Safety Improvements at Vanderbilt Museum	\$35,000	\$200,000	\$150,000	\$150,000	\$150,000	2016: Planning, \$35,000
	TOTAL	\$360,000	\$3,655,000	\$1,000,000	\$250,000	\$3,600,000	\$8,865,000



The Suffolk County Vanderbilt Museum and Planetarium, located in Centerport, New York, is seeking bids from qualified laser entertainment manufactures and/or laser entertainment distributors/suppliers to purchase a commercial full-color graphics, laser-projector system and associated ancillary equipment and programming designed — for use in a 60-foot domed planetarium theater, with a delivery and installation date within 3 months from the date of the executed contract. Bids must include the cost for installation and estimated freight cost for equipment delivered to the Suffolk County Vanderbilt Museum.

Manufacturers/suppliers have the option to include a separate bid proposal for installation of the laser projector equipment.

Sealed formal bid proposals must be received at the address below by 3:00 p.m. local time on **Thursday, November 12, 2015:**

Lance Reinheimer
Executive Director
Suffolk County Vanderbilt Museum
180 Little Neck Road
Centerport, NY 11721
lance@vanderbiltmuseum.org
Telephone: 631-854-5550

Interested parties may arrange through the Executive Director to visit the Vanderbilt Planetarium (AKA: Charles and Helen Reichert Planetarium) prior to submitting their bid proposal, to view the facility to determine specific laser projector and ancillary equipment specifications for the theater. Bid proposals received by 3:00 p.m. local time on November 12, 2015, will be opened by the Executive Director and the President of the Suffolk County Vanderbilt Museum Board of Trustees or their designee, on or before November 18, 2015.

The 60-foot domed Vanderbilt Museum Planetarium, constructed in 1971, underwent a complete technological upgrade in 2012, making it one of the finest and best-equipped planetariums in the United States. Technological upgrades included installation of a Konica Minolta Infinium star projector with integrated full-dome video and surround-sound systems to create a totally immersive audience experience. The laser-projection system will expand the entertainment and education options for the 147-seat planetarium theater (see diagram below).





Suffolk County Vanderbilt Museum and Planetarium History and Background

The Vanderbilt, former summer estate of William K. Vanderbilt II, opened as a Suffolk County museum and park in 1950, is celebrating its 65th anniversary as an educational institution and as a destination for history and Planetarium entertainment.

William K. Vanderbilt II, a railroad heir, auto-racing pioneer and global explorer, purchased land for his summer estate and mansion in 1910. To build Eagle's Nest, he hired the same architects that had designed Grand Central Terminal in New York City for Cornelius Vanderbilt, his great-grandfather, owner of the New York Central Railroad. Eagle's Nest eventually grew to 43 acres and became one of the storied, Gold Coast estates. It is listed on the National Register of Historic Places.

Mr. Vanderbilt, who loved the sea and the natural world, circumnavigated the globe twice during the 1920s and 1930s in his ocean-going yachts. He brought back significant collections of natural-history specimens and cultural artifacts from Africa, Asia and the Pacific, and began to develop his museum. His museum houses the largest collection of privately assembled marine specimens from the pre-atomic era – many of them new scientific discoveries.

Mr. Vanderbilt and artists from the American Museum of Natural History created the Habitat and its nine remarkable dioramas that depict animal life. The centerpiece is a suspended, 32-foot whale shark, the world's largest taxidermied fish. The Stoll Wing, added in 1971, displays wildlife from the Galápagos Islands, Canada and the Polar regions in eight dioramas.

The Vanderbilt's Charles and Helen Reichert Planetarium, with its state-of-the-art technology, is one of the finest and most advanced in the United States.





Laser Projector Bid Specifications and Required Information

- Full-dome capable and full-color graphics solid state laser projector(s) and required ancillary equipment
- Electrical equipment specifications: standard US; AC 120 volts.
- Fog system that complies with local fire codes and is compatible with ionization/particle smoke detectors
- Installation of laser projector(s) and ancillary equipment
- List of laser programs and licensing options
- Manufacturer's warranty for laser projector and ancillary equipment
- Estimated cost for required annual maintenance
- Maintenance contract options and costs
- Theater diagram indicating location of laser projector(s)
- Menu of additional equipment and/or enhancements (optional)
- Provide a minimum of 20 hours on-site training for laser operators and a minimum of one year remote technical support
- Assist in registering the laser with the Department of Labor Division of Safety and Health.
- Assist in attaining any necessary variances/permits and/or approvals required to comply with the class laser being sold in accordance with the Food and Drug Administration Center for Devices and Radiological Health.

