

Suffolk County Vanderbilt Museum

Board of Trustees

Minutes

A regular meeting of the Suffolk County Vanderbilt Museum Board of Trustees was held on August 17, 2016 in the Planetarium Lobby, Centerport, New York.

The following were in attendance:

Ron Beattie – President
Gretchen Oldrin Mones – 1st Vice President
Jack DeMasi – 2nd Vice President
Betsy Cambria – Treasurer
Kevin Peterman – Secretary
Michael Mule – Trustee
Dr. Steven Gittelman – Trustee
Stephen Melore – Trustee
James Kelly – Trustee
Terry Pearsall - Trustee
Lance Reinheimer – Executive Director
Mark Borstelmann – Staff
Kathleen Giamo – Vanderbilt Museum Trustee Candidate
Ellen Melore – Public/Neighbor
Ann Marie Pastore - Stenographer

Absent:

Anthony Guarnischelli - Trustee
Thomas Glascock – Trustee
Michelle Gegwich – Trustee

(Mr. Ron Beattie called the meeting to order at 7:15 p.m.)

MR. BEATTIE:

Hello, everyone and welcome to the August meeting of the Suffolk County Vanderbilt Museum and Planetarium. We'll start, as always, with the Pledge of Allegiance.

{SALUTE TO THE FLAG}

Thank you, everybody. We'll as always ask if anybody in the public would like to address the Board. Okay, we don't have a quorum yet, so we won't have a vote on accepting the previous meeting minutes yet.

I was going to do the President's Report out of order today because of our new Board members, but we'll wait until we have a quorum on that. Let's just welcome our two new Board Members – well, two and a half new Board Members.

{LAUGHTER}

I'll do the President's Report in the usual order. We'll skip and go to committee reports. We have the Treasurer's Report, Betsy Cambria.

MS. CAMBRIA:

I refer you to the "Actual" June 2016 figures. They are mostly in line with what had been budgeted. However, one large special events figure pops out at me, \$32,000. I asked Lance what that was all about. He will elaborate on it in his report.

However, it is reflective of something we had here having to do with Woodstock. That took place and was very successful.

The other item under earned income is the \$242,768 disbursement, which has to do with Suffolk County funds, and that's our receiving a portion of the Hotel/Motel Tax. Everything else is in line with what had been budgeted.

If you go down to expenses, there is a fairly large figure of \$36,000. I had asked Lance about it. There were a lot of items that are lumped into that. If anyone has any questions on that, they should address them to Lance. Everything else is exactly as we had expected it to be. That's the end of my report.

MR. BEATTIE:

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

Okay, moving on to Education and Exhibits, Gretchen.

MS. OLDRIN MONES:

This is a two-month Report, so it's a little long. Although it's hard to imagine, the mansion tour numbers continue to break records. This June there were 1,338 tours compared to June of 2015 when there were 1,200.

July was a blockbuster month with 2,581 tours. Last July there were 2,300. Clearly July is a popular month for mansion tours. In fact, Stephanie added a new tour which begins at 11:45 to accommodate more people. Previously the first tour was at 12:15. On some days, staff even tries to squeeze in an additional tour at 3:30.

With the sad loss of two keys actors, the Living History Program has been on a brief hiatus. But the really good news is that Stephanie has written a new script and the Living History Program will return for Labor Day weekend.

The theme is a visit from Vanderbilt family members. Harold, Willie K's brother, Consuelo (the Duchess), which is his sister, and Rosemary Warburton, his step-daughter, are in town. The year is 1937.

This is a fresh and exciting script that promises to be both entertaining and historically informative.

On July 7, Vere Warburton Gaynor, who is Rosamund's grandson, visited here at the Vanderbilt with his daughter-in-law, Jenny. They were very interested in everything Stephanie showed them and likely they will be back. Stephanie looked them up, and I'll pass around a little information on him and what he looks like.

Ernest Porcelli, from the glass studio in Brooklyn, came to re-install the decorative glass window in the Memorial Wing's stairwell. He replaced approximately 20 of the small rondele glass pieces that were damaged during a hail storm in 2009.

Stephanie is keeping her grant writing skills sharp when she attended the LIMA grant writing meeting at Stony Brook Museum.

Work on the Gardiner Grant continues on the second floor of the Marine Mansion. Additionally, the marine invertebrate specimens in the Memorial Wing have been re-hydrated.

Everyone must have seen, enjoyed and been impressed by the outstanding *Newsday* story that appeared in the July 19 Sunday feature section. I will pass that around just to refresh your memory.

It was a perfect mix of excellent writing about a fascinating topic, the Vanderbilts, and comprehensive enticing photographs.

Stephanie spent a lot of time with different representatives from *Newsday*. The positive results are obvious.

The author, Merle English, and some friends of hers returned for a visit on August 13.

The 2016-17 Education Brochure is at the printer and on schedule to be sent out on time. Last year's brochure design, which opened into a poster, was successful and is being repeated this year.

A new planetarium program has been added to the Education line-up. "Earth, Sun and Moon" is a 45 minute program for grades three and four that is a nice introduction to "The Vital Triangle Program."

Lorraine reports that this has been one of the best years for schools selecting two back to back planetarium programs for their visit.

The traveling classroom plans to visit Sachem Library tomorrow, August 18, while the moon is full, for a night program.

ALSI wants to support the bus and is coordinating to set up telescopes at the event. Dave Bush plans to attend, and Lance will drive the bus.

A side note on the bus, the traveling classroom exceeded the grant requirements with National Grid this year. But even after the grant was exhausted, the bus continued to serve socio-economically challenged districts, and that is so very important to our mission.

The solar scope, which is behind us here, has been a hit. Dave Bush had the idea to obtain the scope, worked at getting it here and is now reporting that people love it.

Currently, he is trying to tie in the solar scope with live programs in the planetarium both in the daytime and at night.

A lap top here is receiving a live feed from the Big Bear Solar Observatory in California. This could be tied into our observatory.

Solar eclipses and solar activity are a big part of our programs. It is awesome to now have the only solar scope on Long Island.

Before you know it, Halloween programs will be available. "Haunted Skies" planetarium show will debut before October 1. The popular "Fright Light" laser show will be added.

Lance and staff have effectively made adjustments to the planetarium public shows line-up to reflect what people want during the day, which is astronomy related programs.

Similar adjustments have been made to the laser schedule.

Lorraine organized a partnership event with Yelp for August 14 at which the laser show, "The Wall" was showcased. It was showing at 15 minutes intervals.

Donor restaurants made their signature cocktails and the 200 attendees voted on the best original cocktail, which I think Lance mentioned previously was from a restaurant in Rocky Point called Spiros.

MR. REINHEIMER:

Yes.

(Mr. Kevin Peterman entered the meeting at 7:20.)

MS. OLRDIN MONES:

They also voted on the best presentation of a cocktail. We're not sure what that is. All food, drink and entertainment were donated.

Lorraine reported that so many vendors wanted to be a part of this event that they had to be limited.

The 200 tickets sold out immediately. It provided the Vanderbilt with \$4,000 and hopefully lots of good feedback and publicity.

Like so many of the diverse events that we've had here this summer, this sounds like it was another memorable and fun experience in a unique setting.

That's pretty much the end of the report, except I would like to invite the new members, who haven't been introduced yet, but since I have the microphone, I'd like to invite to you to come to our next Education and Exhibits Committee meeting. It's going to be on October 13 at 1 p.m. We meet in the back classroom here in the planetarium.

The only other thing is, and I forgot to bring it with me, but Stephanie and her staff have produced a coloring book. It's a coloring book of what's in the Stoll Wing. It's adorable. I bought two of them, but I left them at home. If you get a chance to take a look at it, it's not only, like everything here, educational, but it's going to be a lot of fun. It's not just for kids. Adults get a lot of fun out of coloring books now, too. Does anyone have any questions?

MS. GIAMO:

I just have a comment. I'm just very impressed with the amount of activity and functions going on here.

MS. OLDRIN MONES:

That's not even everything. If you were to come to the meeting, you will hear so much more, like things that are in the hopper for the future and other things that just aren't in the report. I think it's the heart of the Vanderbilt.

MS. GIAMO:

It's just amazing the amount of community things that are going on here. I had no idea. I mean, I know the Vanderbilt and I know the grounds, but there are so many activities for children and adults.

MS. OLDRIN MONES:

Thank you. You will be very impressed with the staff, as well.

MS. GIAMO:

Looking forward to it.

MR. BEATTIE:

The important thing is when it comes to our mission, our primary mission, is the education and enjoyment for the people of Suffolk County. We have a staff, as Gretchen just mentioned, that is just unbelievable considering the lack of resources that we've had.

We're just coming out of the doldrums, but the lack of resources that we had and the commitment of our staff to continue that mission is just unbelievable here. We, as a Board, are always appreciative of that group.

Very good. I guess we'll just continue on with the committee reports, and then we'll go back to meeting minutes and I'll go to the – we took the President's Report out of turn, just to wait until we had a quorum.

Next is Operations, Buildings and Grounds, Kevin Peterman.

MR. PETERMAN:

Thanks.

MR. BEATTIE:

You're welcome, Kevin.

MR. PETERMAN:

Sorry, I was a little late. Some good news on Buildings and Grounds, Mr. Vanderbilt's bedroom and Mrs. Vanderbilt's dressing room, the repairs are underway. That's a positive.

However, we still need some work on the Northport Porch and the Windsor bedroom. There is still some leaking going on there. But as I said, the good news is that repairs are happening. That's my report.

MR. BEATTIE:

Any questions for Kevin?

Technology Report, there is nothing to report.

Human Resources, Tom was not able to make it tonight. I don't know that we had any pressing issues on Human Resources.

Planning and Strategic Plan, Dr. Gittelman.

DR. GITTELMAN:

I am awaiting the Director to have some time. He tells me that in the fall we will be able to move forward.

MR. REINHEIMER:

That's right. Touching on that, Stephanie right now is doing an inventory and cataloging each room, even though she has that information. AAM requires us to do that periodically. She is in the process now of going room by room and taking inventory and cataloging what's in the room to verify that things are where they should be and that things are there. So that's part of it.

We're getting started. The plan is to review the previous study, review the previous committee report and review the previous accreditation committee decision letter. That's the starting point. That's where I think we will start this fall.

The summer, with the events and everything going on, it just isn't practical for us to start that process.

MR. BEATTIE:

Very good. Community relations, I'd like to ask for a motion to go into executive session. There is a community issue that we have to discuss.

MS. CAMBRIA:

Motion.

MR. PETERMAN:

Second.

MR. BEATTIE:

Okay, we will be brief. **(Vote: 9/0/0/6 Not Present: Mr. Mule. Absent: Mr. Glascock, Mr. Guarnischelli & Ms. Gegwich. Two vacant positions.)**

{EXECUTIVE SESSION 7:30 – 7:40 P.M.}

(Mr. Michael Mule entered the meeting at 7:35 p.m.)

MR. BEATTIE:

We're back in session. Thanks for your patience. We'll move to the President's Report and the most important thing today, and we're really excited about this, to welcome our new Board Members, Terry Pearsall and Jim Kelly. We also have a potential Board Member who is scheduled August 31 to meet in front of the Parks Committee. That will leave us with only one vacancy. We're really excited about that.

Terry has a lot of history with us. You actual chaired the Oversight Committee, correct?

MR. PEARSALL:

Yes.

MR. BEATTIE:

That was in our darkest days.

{LAUGHTER}

MR. PEARSALL:

Lance was also a Co-chair.

MR. BEATTIE:

Was he a Co-chair?

MR. PEARSALL:

Yes.

MR. BEATTIE:

I didn't know that.

MR. PEARSALL:

It was very informal.

MR. BEATTIE:

Okay, so anyway, Terry was Chief of Staff to the Presiding Officer of the County Legislature. He has a lot of experience not only with Vanderbilt but also the machinery of Suffolk County government. We're really happy to have you on board.

MR. PEARSALL:

Thank you.

MR. BEATTIE:

Happy to see you're doing well, Terry.

Jim, I don't know a lot about you.

MR. KELLY:

I don't either.

{LAUGHTER}

MR. BEATTIE:

Do you want to do a brief – Jim was nice enough to make it here. He's fresh off of a flight from Ireland and made it here today. In fact, you arrived today, right?

MR. KELLY:

That's correct.

MR. BEATTIE:

That's a commitment we love to see the first meeting. If you want to give a brief introduction to the rest of the Board and then what I'm going to do is ask the rest of the Board to introduce themselves.

MR. KELLY:

I'm retired from the Nassau County Police Department. I did 33 years mostly in the Emergency Ambulance Bureau. I did a couple of years in the Office of

Emergency Management, where I was involved in Homeland Security types of things. My title was Bio-Terrorism Coordinator. I got to see a lot of things above and beyond Nassau County, as far as what's going on in Homeland Security, and some of it was scary.

I've been out of it now for almost ten years, and I'm watching some of the stuff that we planned coming into play.

Currently, I'm teaching at St. Joseph's College, Political Science. It's so wonderful to pick up the newspapers because these guys make it so easy for me to do a lecture.

MR. BEATTIE:

You and late night comics.

MR. KELLY:

Yes. It's interesting, I made a point of picking up the papers overseas, and we are the laughing stock of Europe with regard to what's going on in our elections right now. We really are.

That being said, I got involved with Doc Spencer and he asked me if I was interested in joining the Board. I look forward to working and doing whatever I can to make it a better place.

MR. BEATTIE:

Welcome on board.

MR. KELLY:

Thank you.

MR. BEATTIE:

Michael, do you want to start with the introductions of us to our new Board Members?

MR. MULE:

Do you want me to introduce everyone?

MR. BEATTIE:

No, just yourself.

MR. MULE:

Okay, I don't know if the mike is on, but anyway, my name is Michael Mule. I live here. My house is here in Centerport. I have been here for 12 years.

I feel that this institution itself is a treasure, not just for this particular area but really for all of Suffolk County and beyond.

I am a lawyer. I am an attorney at Rivkin Radler. It's one of the largest – or the largest on Long Island, one of the larger regional law firms in the area. I practice basically in commercial litigation, business to business litigation.

I am happy and honored to be here. If you have any questions coming on board, I'm happy to talk with you.

MR. BEATTIE:

Terry, do you have anything to add?

MR. PEARSALL:

Let me just say when I was in elementary school, a long, long time ago, I grew up on an island off the Great South Bay where there was no running water, no electricity, kerosene lamps and everything.

When I got into elementary school, probably third or fourth grade, our class did a tour of the Vanderbilt. I was impressed by the mummy, no question about it. But the thing that I always remember was the gold fixtures in the bathrooms.

I've brought my children here and my grandchildren have been here. That's how I really got to know the Vanderbilt.

As Chief of Staff for Bill Lindsay when we were going through the financial crisis with the endowment and so forth, he asked me to keep an eye on things.

MR. BEATTIE:

And you guys were our greatest friends. You kept us afloat for a long time. Unfortunately, when you were a kid, the first time you saw running water was probably the leaks at the mansion.

{LAUGHTER}

Sorry, I just had to go there. Dr. Gittelman.

DR. GITTELMAN:

I'm Steve Gittelman. When Terry was here for his first tour, I was the tour guide.

{LAUGHTER}

I joined the Board in August of 1989. I served 15 years as the President, and I've written four books on or about the Vanderbilt's.

I love the place. I've dedicated a big part of my life to it, and I still enjoy coming to the meetings. I look forward to serving for many years to come. I certainly welcome all of you to the Board. I think you will enjoy it. It's a great place. That's all I have to say.

MR. BEATTIE:

We have a great Board here, too. We get along well. Anyway, Steve.

MR. MELORE:

I'm Steve Melore. I'm a corporate transactional attorney practicing at the law firm Farrell and Fritz. We're slightly smaller than Rivkin Radler but it's not always the size -- the number of lawyers.

{LAUGHTER}

I have a very similar background to Mike. I live on the peninsula. The Vanderbilt is not just great for the community, but it's great for Long Island as a whole. It is one of these boards where you feel like you're making a difference in your backyard. It's very rewarding. I look forward to working with you guys. Welcome.

MR. BEATTIE:

Thank you, Steve. Kevin is Secretary of the Board. He's on the Executive Board.

MR. PETERMAN:

Welcome. I'm Kevin Peterman. I'm the Secretary, as Ron just said. I'm a faculty member at Suffolk County Community College. I'm also the President of the Union that represents both full and part time faculty at the college. I'm on the Board of New York State United Teachers, and I'm on the Executive Board of the Long Island Federation of Labor.

As was said, it's a great group. Welcome, I look forward to working with you.

MR. BEATTIE:

Thank you, Kevin. Betsy is our Treasurer.

MS. CAMBRIA:

I also live in Centerport, very close by, which is one of the qualifications for being Treasurer.

MR. BEATTIE:

You have to sign the checks.

{LAUGHTER}

MS. CAMBRIA:

I don't know how long I've been on the Board. How long is it?

MR. MELORE:

A while.

{LAUGHTER}

MS. CAMBRIA:

Seven or eight years. I have been very active in civic things, like it says here, I'm a civic leader. I didn't really think of myself as that. I think of myself more as someone who never really stopped working. I worked for a judge for a very long time. Then when I retired from there, I now work for two attorneys in town part-time. I think it keeps your brain going. I'm very happy to be here.

MR. BEATTIE:

Thank you, Betsy. I'll do the introduction for Lance because he's so modest. Lance, and certainly Terry knows, but, Jim, Lance was the Deputy –

MR. REINHEIMER:

Assistant Director.

MR. BEATTIE:

Assistant Director of Budget Review at the Legislature. One of his key parts of his resume was the Vanderbilt. We were very fortunate when he retired there, we brought him on here as Intern Executive Director and now he's our Executive Director. He's doing a great job. It's one of the things that I'm most proud of that we were able to bring Lance on here.

I have been on the Board I think eight years. I'm not sure about that. I was Treasurer for a year and then the President, I think, the last four. It's all a haze now. It must have something to do with Grateful Dead. Sorry, I had to go there.

{LAUGHTER}

I'm really happy to work with a great group of people, not only on the Board here but our staff. We really have a great group.

Our mission is serious, but we're having a lot of fun getting it done lately. As I said before, I'm glad to have you guys on board.

Without further ado, our 1st Vice President is Gretchen Oldrin Mones.

MS. OLDRIN MONES:

I have been on the Board for a very long time -- I think the second longest after Steve, since 2004. I can hardly believe that because it's been very exciting, and it's going very quickly.

I'm a retired high school English teacher after 35 years of teaching. I still work as a consultant. I'm the Chair of the Education and Exhibits Committee for now. I think you can tell by the report earlier how much I like doing that and how exciting that committee is.

I'm very, very happy that we have three new members. I hope that you will join the committee or join something else because it's great to have new blood. Thank you.

MR. BEATTIE:

Thank you, Gretchen. Our 2nd Vice President, brand new to the Executive Board, is Jack DeMasi.

MR. DEMASI:

Brand new?

MR. BEATTIE:

To the Executive Board.

MR. DEMASI:

Yes, to the Executive Board. I haven't been on the Board terribly long, but I have to say it surprised me. I didn't realize I was going to like it as much as I do. It really has been a great group of people to work with. I think more than anything, truthfully, it's nice being with a group of people who have a single purpose, regardless of what ideologies they might have. The betterment of the Vanderbilt is our number one purpose. That's nice. It's nice to be in a common cause with people.

Other than that, in my civilian life, I teach at Nassau Community College. I used to teach at Suffolk. I teach communications and have been there for 30 years. I'll probably be there until I die. Welcome aboard.

{LAUGHTER}

MR. BEATTIE:

Thank you, Jack. What I did now in terms of the President's Report today is I listed out the committees that we have. Hopefully our two new members would want to find a spot or two on our committees. We have Finance, Gretchen's Education and Exhibits, Operations, Development, Community Relations, Ad Hoc Committee for Strategic Plan, which is headed by Dr. Gittelman.

When are we due on that for the reaccreditation?

DR. GITTELMAN:

We have a long time, three or four years.

MR. BEATTIE:

Okay. Thank you. That actually is going to be a very exciting committee to be a part of for the reaccreditation. We're one of the few accredited museums in the area.

Another Ad Hoc Committee is the Nominating Committee. With that, let me talk about – if anybody wants to have more information in terms of what the committees do, please see me. I don't know where your interest lies, certainly security, I'm sure, we could have you on Buildings and Grounds with security issues. We do all that in-house, by the way.

For the rest of the year now I just wanted to make sure we got our schedule down. Dr. Gittelman pointed out recently that we don't necessarily have to get together once a month. To try to keep things reasonable for the time constraints that we all have and trying to be efficient, as I mentioned earlier today, in how we handle the Board Meetings. It's not a long time spent here for our meetings. We've been very efficient with that lately.

If we get the information out electronically to people as it's happening during the month, everybody is nice and informed and we're able to do that. What we're trying to do is make sure that we don't have to meet every month.

My proposal, and we can vote on it today, is to not have a September meeting. By the way, any action that needs to be taken, and it's in our bylaws that the Executive Board can make decisions in between meetings, as long as they're ratified by the Board the next time that we do meet. We do have a mechanism there for that.

I'm proposing that for the rest of the year. We will have a meeting October where we form the Nominating Committee, which I think is actually specific to our bylaws that it does say October that we form it. Then in December

we will meet and announce the slate. That's the primary thing for those two meetings. If I could have a motion for the remaining year schedule of October and December.

MS. CAMBRIA:

I move that we have a meeting in October and a meeting in December.

MR. BEATTIE:

Do we have a second?

MS. OLRDIN MONES:

Second.

MR. BEATTIE:

Without objection? **(Vote: 10/0/0/5 Absent: Mr. Glascock, Mr. Guarnischelli & Ms. Gegwich. Two vacant positions.**

It's the third Wednesday of those months, just so everybody knows. That's when we meet.

MR. PETERMAN:

Just to make sure we all know, it's October 19 and December 21.

MR. BEATTIE:

Okay, thank you. We'll have a little holiday party on the December 21 meeting.

MS. CAMBRIA:

At my house.

MR. BEATTIE:

Now we're going to start a tradition.

MS. CAMBRIA:

That's kind of brutal day, December 21, isn't it?

MR. KELLY:

Does that conflict with the Jewish holidays at all?

MR. BEATTIE:

I don't know.

MR. REINHEIMER:

No.

MR. PEARSALL:

Could we move it ahead one week earlier?

MR. BEATTIE:

We could do that. Do you want to make it December 14?

MS. CAMBRIA:

Yes.

MR PEARSALL:

I think that would be good.

MR. BEATTIE:

Okay.

MR. PEARSALL:

I would just also like to say, and I don't want to appear a renegade right at the beginning, okay, but there are clauses in the County Charter that might be affected by meeting every other month.

MR. BEATTIE:

Okay.

MR. PEARSALL:

I'll explain it to you privately, okay?

MR. BEATTIE:

Do you think we should have the September –

MR. PEARSALL:

This is fine but next year if you went to every other month, it would only be six meetings a year. It's complicated but there is a clause regarding missing four consecutive meetings. There's also the fact that a person could come here twice in year to just two meetings, and it wouldn't affect that clause, but I know I wasn't appointed by the Legislature to attend a meeting here twice a year.

MR. BEATTIE:

If you can run me through that at a later time.

MR. PEARSALL:

I could see getting rid of a summer meeting and maybe one before the holidays and so forth.

MR. BEATTIE:

But not every other.

MR. PEARSALL:

But not every other.

MR. BEATTIE:

Okay.

DR. GITTELMAN:

I believe, if I might debate this a little bit with Terry, I don't recall, and I'm not exactly sure but if you check our bylaws, it calls for six meetings here.

MR. PEARSALL:

Well, yes, but –

MR. BEATTIE:

But there may be a conflict with the –

MR. PEARSALL:

The County Charter.

DR. GITTELMAN:

I know that I did it for at least six years in a row. And, yes, you do have an occasional Trustee who will show up twice. So then again, we have Trustees who don't show up at all.

MR. PEARSALL:

Absolutely, and we remove them from the Board. That's the Charter.

DR. GITTELMAN:

But what happens with those Trustees is that they serve and at the end of their four years, they don't get reappointed. You run into that, as well. I would feel uncomfortable playing to the weakest one.

MR. BEATTIE:

Okay.

DR. GITTELMAN:

And Terry is not one of them.

MR. BEATTIE:

Let me finish off letting you guys know, and, Terry, I don't know if you know about the Under the Stars Café initiative.

MR. PEARSALL:

Lance filled me in just a little bit. I know it's been a long time coming.

MR. BEATTIE:

We've been trying a long time. We're hoping it dovetails nicely with the laser light shows. It's a venue – the idea, and it's going to be in this corner of the planetarium where we have a fantastic design. I wish we had the boards here. We have a fantastic design. It's very exciting, the look of it. It's very inter-planetary.

It's going to be wine and cheese, as well as pre-wrapped sandwiches, no food preparation on site. We're hoping -- and Lance is going to give you an update on this. We had a little run-in in terms of we had to put an additional septic system in. This is more than we anticipated. Lance is going to give us an update on that because I just don't know where that's going.

MR. REINHEIMER:

Sure, I actually got an email today, and I didn't forward it to you, from David Swift. We got through the Health Department. We had to – even though, as Ron says, we're not preparing food and there is no kitchen – they're requiring us to put in a grease trap anyway. Their comment to us was, "Somebody is going to cook a hot dog someday there."

Also we have to put in provisions for a future toilet because that may happen in the future. What it did is it expanded the scope of the project to put in three cesspools, a septic tank, grease trap and the fittings for that behind here on the hill –

DR. GITTELMAN:

That's one expensive hot dog.

{LAUGHTER}

MR. REINHEIMER:

It is. That's what we had to do to get through the Health Department.

Then Public Works wants us to have those changes reflected on the plans. They made some other markings on the plans.

David said he's in the process – even though Public Works said if we get the Health permits, they'll give you the building permit, but now they want the plans modified to reflect what the Health Department wants on the plans.

That was today. He is going to make those modifications, meet with Public Works within the next ten days and then also forward those on to the General Contractor and electrician. That's where we are today. I will forward you that email. I apologize for not forwarding that to you earlier. I got it this afternoon.

MR. BEATTIE:

That's fine. Very good. So we're really excited. That's something we don't have a date on yet, but it's moving. We're moving toward that. We're aligning the stars.

Does anybody have any questions on the President's Report?

We'll now move on the Executive Director's Report.

MR. REINHEIMER:

Okay, thank you. Just want to address a couple things Betsy brought up in the Treasurer's Report under "Special Events." We had \$32,000 in June in revenue, \$26,000 of that reflects the music festival, the Woodstock Festival.

Last year we grossed \$64,000 between the two dates. It's an important revenue event for us, those two music festivals.

The Suffolk County funds, those are the Hotel/Motel Tax you addressed.

The other part you brought up was the "Professional Expenses" \$36,000 in that line. I'm pretty sure that that reflects almost \$20,000 for maintenance for the star ball that occurred in the spring.

We had an emergency visit and we had regular maintenance. Between those two events, it was \$31,000. It's expensive to keep this thing going.

Konica/Minolta did come back a third time because they were in the neighborhood, and they did stop in and that was free. They didn't charge us for that. We were having some problems with the star ball since the regular maintenance was done earlier this summer. So they came back and it seems to have corrected the problems that we had.

The problem is that we have a star ball talking to a video system, and they are built by different providers. It's the interface of those two systems, and sometimes something happens where they don't talk to each other properly. It's difficult to keep that up and running sometimes. It's very difficult.

We gave out packets to the two new Board Members that has basic information on the museum. Our annual report and our audit from last year are in there. We're doing an audit this year that should be coming out in the fall.

Part of what's also in your packet that we have is a conflict of interest, which should be signed by every Board Member. I was talking to Ron before the meeting, and I'd like Tom Glascock to review that because it states that every employee must sign this conflict of interest. It's a pretty technical document, as far as policy. Then there's a survey that you have to sign.

We have some high school kids that are employees here. We have college students that are here. We have grounds people that are here. My feeling is that the intent of this document is not to make some guide who is in 11th grade sign a conflict of interest and read this legal language that is difficult to understand.

I think the intent of this is for the policy makers, the Board and administration to sign it, but I want Tom to go over that first. I have the documents here that we can pass out for everyone to review. That way the next time we meet we can discuss the document. I'll pass that out.

MR. BEATTIE:

Well, actually, we'll review it with the HR Committee.

MR. REINHEIMER:

Okay, great.

I updated the list of Trustees. A lot of information may be old. Some grants and funders like to know who the Trustees are, what town, where they live, what area they come from, and their affiliations, whether it's professional or civic. A lot of it was taken off resumes when you were first appointed. It hasn't been updated. Like Betsy said, she's a paralegal in addition to being involved in the community.

If you look at that, if you want to update, please do and give me the corrections. I can make those corrections and resubmit this at the next meeting. We'll have a new Trustee at the next meeting also, so this will be revised again. If you can update that, that would be great.

We've contracted through the County and through the bid system for a new tram. It's an electric tram that carries eleven people. It's heated. It's enclosed. It's larger than the trams we have and have better suspension that can handle the cobblestones. It's close to seventeen feet long. It's ADA

compliant. I'll send you over a picture of the van that we're going to be getting.

The company that won the bid is called Moto Electric. They're in Amityville. The parts come from China. They assemble it. They are here for service and delivery.

MR. BEATTIE:

A Suffolk County vendor?

MR. REINHEIMER:

Yes. It's pretty exciting. That was through the capital program. We put that in the capital program last year. The funds were appropriated earlier this spring. It went through the bid process. If everything went okay, the purchase order was supposed to be sent through to the company by today. It takes about six weeks to build the vehicle. That's exciting. It's something we really need.

I just want to review – we talked about some of the events that are going on and what's going on in the Education area. We also have a lot of events that are going on in the public area.

Our clam bake that we had was very successful. We had about 200 people there. We raised with the raffle baskets \$869. The 50/50 raised \$400. The golf was won by Ron Beattie. Rather than splitting the pot, he donated the whole amount that was raised back to the museum. Thank you, Ron, for donating back what you won.

Consuelo Vanderbilt also donated \$500 the night of the event. She also, for those of you that weren't there, did sing a song from "Porgy and Bess," a very classic song.

MR. BEATTIE:

I want to point out for the picture with Consuelo, first of all, you guys probably don't know this but when I was doing the golf thing, she came down and I was watching this beautiful woman coming up and she said, "Are you Ron Beattie," and I said, "I better be."

{LAUGHTER}

But I have to point out that when it came to the picture, you would think the President is going to stand next to our new Honorary Board Member, but Kevin snuck right in. He elbowed me. I thought I was back in indoor track again getting elbows thrown at me.

MR. DEMASI:

He had the height advantage.

MR. PETERMAN:

For the record, she asked me to stand next to her.

{LAUGHTER}

MR. BEATTIE:

I'm sure she did. Anyway, I'm sorry, Lance. Go ahead.

MR. REINHEIMER:

That's okay. It's interesting because I had a picture of her taken next to one of the cars that was there. I said to her, "Anyone that stands next to you looks horrible." She makes everyone look bad. She knows how to strike a pose. We'll have to work on that.

The Clam Bake – and I want to thank Michelle Gegwich for coordinating the baskets.

MR. PETERMAN:

Great job.

MR. REINHEIMER:

She did a great job. We had, I think, 14 or 15 baskets. Even Master Nick, one of our people that we use who's a local business person, brought in a basket, a man basket with a chainsaw, which Steve's family won. Steve has a few trees on his property, too. I'm sure that's going to good use.

We don't make a lot of money on the Clam Bake. A lot of it is good will. Assemblyman Engelbright was there, which is great. He's a tremendous supporter. He's the reason that we get as much as we do in Hotel/Motel. If we didn't have Steve on our side, who knows what would have happened.

MR. BEATTIE:

And we're not even in his district.

MR. REINHEIMER:

No, we're not in his district. He also supports the Walt Whitman birth place. He's really for history, open space and he really has good feelings for the museum and is a great supporter.

We netted a little over \$8,000. It's not bad. Some of the people know that I have – Sue, who is doing special events, and Elizabeth, who is Associate Director, have big ideas for next year to make this a better fundraiser than it has been. They are really excited about doing that. That's good. They made me buy new tablecloths for the event, too.

Alex Torres, it was great, great night. Barbara Oster does all the work for Alex Torres. She has been doing this for ten years. This was the biggest and the greatest that we have had. We had 500 people there.

Also through the efforts of Elizabeth, we have sponsors. PFM Group sponsored \$2,500. All Service Electric provided \$500 for support. TD Bank provided \$1,000. That paid for Alex Torres, basically. That \$4,500 paid for Alex Torres. The net result was \$11,200.

Barbara is instrumental in putting that whole project and program together. I think Alex plays particularly well there because of Barbara Oster. I thank Barbara and all the efforts of people that helped her out with that.

We had the Northport Wine Tasting this past week. Three hundred fifty to three hundred seventy five people attended. It rained a little bit, but everyone still had a good time. This is the third year in a row that Northport Rotary had their wine tasting here. It's great that they keep coming back. Right after the event, they were talking about next year.

We also had the Yelp event this past Sunday. It started at seven. It rained at eight. People came in. They saw a planetarium show, "Pink Floyd, The Wall" in fifteen minute clips. We had a continuous clip so that people could go in for a little while and come back out. They were free to come and go. It worked out well. After the rain stopped everyone went outside and had a great time.

Gretchen mentioned that Lorraine did a great job. We got \$4,000 from Yelp for that.

We talked about the café earlier.

The capital program, we got a resolution passed for planning for Normandy Manor for roofing. According to Public Works, they probably can't go forward with that project until next year. They just don't have the staff and the time to get that started before the winter. We have all the funding in place. We have the planning funding in place. We have all the construction funds in place. We can go forward with that, I hope, in the spring.

Events coming up, we have the Antique Car Show this Sunday. We have the Jaguar Car Show September 11.

Mid-Summer Night Dances, we have four more dances left. They are starting back again this Thursday, July 18 and 25, as well as September 1 and 8.

We also, through the efforts of Elizabeth, have sponsors for the dances. We raised \$1,100. John Howell Collection, who has Persian rugs, provided \$1,000 and Douglas Elliman Realty in Northport, Rebecca Burne, provided \$500 as a sponsor.

The Arena Players are here through the end of September, "Taming of the Shrew."

We have the "Liverpool Shuffle" in the planetarium September 18, so we have a lot of events coming up as the summer winds down.

Any questions on any events? There was a lot to cover.

MR. PEARSALL:

Lance, is there any salvage value to the slate on the Normandy Manor?

MR. REINHEIMER:

I think what we're going to do is what can be salvaged we will keep for the future. We have done that with the Spanish tile. We have some Spanish tile left.

MR. PEARSALL:

Good.

MR. REINHEIMER:

We're not going to toss that out. That should go forward next year.

All of you have the requested budget in front of you. I had to submit something to the County Executive's Office by the second week in July. We're kind of doing this backwards. Well, we are doing this backwards.

This should have been reviewed by the Board before it was submitted. I didn't have this ready for the June meeting. If there is anything we want to change, generally you can change budget requests in August. We're right there for any changes that we may want to do.

I'll go through this, and please stop me if you have any questions or if I'm going too fast. Basically we have a \$2 million budget. We have to look,

when we do a budget, where we are going to end the current year in order to figure out what we need to do for the subsequent years.

We start out with 2016 estimated expenditures which are projected at \$2.5 million, which is almost \$270,000 greater than the adopted budget.

Why is that? First of all, the County reduced salaries by \$70,000 when we submitted our budget last year. Part of that is done to make things balanced. They reduced the Hotel/Motel revenue for us, so to make things balanced, they take, basically, the biggest line and they cut it. We have no say in that. That's just the way it's done.

What it did is it shows – the result is that it looks like we over-expended our temporary salaries for \$45,000. But we really didn't because it was an arbitrary reduction on their part to make our budget balanced for the reduction of Hotel/Motel. Basically they are telling us that we have to make it work.

We also had unexpected expenses in 2016 that were not part of the budget. We purchased two vehicles. We purchased a maintenance cart, and we purchased a previously owned eight passenger tram for a total of \$10,800.

The 2016 budget assumed that we would have purchased the laser light system in 2015. Well, we didn't. We purchased it in 2016, so we spent \$74,000 in 2016 that was really figured in the previous year.

The over-expenditure, when you look at it on a line by line basis is not really through the fault of over-spending. It's the timing of some expenses and the reduction of the salaries.

Again, one of the larger lines we have an over-expenditure of \$300,000 in fees for services. We had \$31,000 in repairs for the planetarium, which was not included in the budget. We bought lobby benches, and Mark is sitting on one of them in the lobby.

We had a repair of leaded glass in the Memorial Wing that was damaged during a hail storm several years ago. Stephanie found a person in Brooklyn to repair it. That was \$5,600.

Wrapped into this there is also \$150,000 for the planned construction of the café. Right now as we sit today our plan is to have this thing done by the end of the year. Timing – that \$150,000 from 2017 is not in the 2017 budget. It's in the 2016 estimated budget.

That's kind of a fast review of where we are finishing expenses in 2016 from the adopted to the estimated budget.

The 2017 requested budget, we're looking at an expenditure budget of \$2.55 million, which is 11 percent more than the 2016 adopted budget.

We have an increase in salaries of \$94,000. We have an increase of health insurance of \$30,000 for additional staff and also the reflection of salaries would be for additional staff, too.

We have an \$89,000 continuation of the marine specimens through the Gardiner Foundation. Again, what we're doing is now we're budgeting for maintenance for the star ball. We do annual maintenance. It's going to cost around \$25,000.

Any questions on that?

The revenue budget is \$2.4 million for 2016 what we're estimating. It's greater than what we adopted in the budget.

What's it including? The biggest revenue difference from the adopted to the estimated budget is \$150,000 from the endowment to construct the café.

Everything else is pretty much in line. Estimated admissions revenue is coming in at about \$15,000 more than the adopted budget. The gift shop revenue is coming in about \$10,000 more than the adopted budget. Membership revenue is coming in about \$45,000 more than the adopted budget.

The adopted budget included funding from Normandy Manor – or revenue, I should say. When we adopted the 2016 budget, we felt that Normandy Manor would be able to be rented out for residents, and that didn't happen because that needs to be done there.

Revenue in 2017 is \$2.46 million. That's an increase of \$254,000 over the 2016 adopted budget. It includes \$1 million from the Hotel/Motel Tax, which is the maximum allocation that we would be allowed under New York State enabling legislation, which is an increase of \$170,000 over this year.

This is really the key to the 2017 budget. In the past several years, the County Executive has included Hotel/Motel at its maximum for us. Each year the Legislature takes a little bite out of that apple. They reduced it 5 percent in 2015. They reduced it an additional 5 percent in 2016 -- I really should say half a percent in 2015 and half of a percent in 2016.

Right now we're getting 9 percent of the Hotel/Motel tax when we can get a maximum of 10. Depending on what happens in the Legislature will determine how well we live next year.

To reduce us down to – if they take another half of percent and we're down \$800,00, that's a significant loss. That will impact our ability to do some of the things that we're planning to do in 2017.

We don't anticipate taking any distributions from the endowment in 2017 because the construction is all in the estimated budget for 2016.

In 2017 we don't assume any revenue from Normandy Manor from renting it out because we will be doing the roof and chances are the roof won't be done until the end of 2017.

There was a small uptick in admissions revenue, approximately \$15,000 increase over the 2016 adopted budget. That's a 2 percent increase.

The gift shop is increasing every year. Barbara Oster runs the gift shops. She does the buying for it. Every year we go up a couple percents. I expect that to continue, especially with the laser programs and more people coming in here. It does have an impact on the gift shop.

Membership this year is coming in for 2017. We anticipate that membership will provide about \$90,000, which is a significant increase over the 2016 adopted budget. At \$90,000, basically, is where we think that revenue from membership is coming in anyway in 2016.

It's a lot to digest. Does anybody have any questions on the revenue?

MS. CAMBRIA:

I have a question on the expenses.

MR. REINHEIMER:

Okay.

MS. CAMBRIA:

Right at the very bottom you list an expenditure of \$89,000 for the continuation of the restoration funded by the Gardiner Foundation, but if you're funding it, then why is it listed as an expense for us?

MR. REINHEIMER:

That's a good question. When you look at the numbers in the back, the Gardiner's Foundation gave us \$135,000 as a grant to do that work. When that money came in in 2015, that was a revenue, but it's a restricted revenue, so we carry that in our status of funds as a restricted account.

When we expense that \$89,000 out for the Gardiner Foundation work, we reduce that restricted fund by \$89,000. You still have to show the expense. What we're doing is we're drawing down a reserve.

MS. CAMBRIA:

Okay.

MR. REINHEIMER:

You have to show the expense. That's the way it worked when we did more work on the Stoll Wing because we had to draw down the funds from the Speer Foundation.

Even though the revenue came in 2015, we're expensing it down the road, and we're reducing the reserve as we expense it. When you get to the numbers at the back, I'll show you how the status of the funds works. If you understand the status of the funds, then you can be a budgeteer.

{LAUGHTER}

MR. KELLY:

I have a question.

MR. REINHEIMER:

Yes.

MR. KELLY:

At what point do you think you might be putting out the bid on the Normandy house?

MR. REINHEIMER:

That's done through Public Works. Realistically, probably not until late next spring.

MR. KELLY:

Because they're backlogged?

MR. REINHEIMER:

Yes, absolutely.

MR. KELLY:

It can't be done by a private contractor?

MR. REINHEIMER:

No, they have to do the bid specs. They just aren't going to get to it any sooner. I sent them an email a couple of days ago to find out what the likelihood was to get this thing rolling by the end of the summer.

MR. KELLY:

Just to put out the bids? Wow.

MR. REINHEIMER:

Yes. The people in Public Works – I deal with the top echelon of Public Works, all the way up to the Commissioner. They are very supportive of this museum. As a matter of fact, when that resolution passed the other day, the Commissioner was there. I met him in the lobby and we spoke. I was hoping things could work out.

It's just the reality of government. You have fewer employees –

MR. KELLY:

Doing more.

MR. REINHEIMER:

Yes, and Public Works is doing highways, bridges, everything.

MR. KELLY:

And museums.

MR. REINHEIMER:

Actually I'm surprised how much attention they give us. When you look at some of the public safety things that Public Works is doing with bridges and highways, they actually pay good attention to us. At least they are straight with us. They said they're not going to get to it.

MR. KELLY:

Just so you all know, the day that Lance was at the Legislature when they were dealing with money for building was the same day I was confirmed. Lance showed up at 9:30 a.m. Three people said, "You really don't have to stay." I left by 11:00 a.m., and Lance was still there at 8:00 p.m.

MR. REINHEIMER:

I told Jim that his resolution came up at 8:00 p.m.

MR. KELLY:

I was well represented by Lance.

MR. REINHEIMER:

Something as important as a capital resolution, it's worth just staying there just in case. I found out that other times when you leave, they have questions and then the whole thing falls apart. I'd rather stay and have no questions asked knowing that I was there. Sometimes just being in the audience, they don't ask any questions.

The good thing was I think they were beaten down and tired by 8:00. Having Terry's resolution there and your resolution there before they voted on the capital, they were used to saying yes to the Vanderbilt. It was an automatic.

MR. BEATTIE:

Maybe we shouldn't be going on record for this. We don't want to let our secrets out.

{LAUGHTER}

MR. REINHEIMER:

We have good support from the Legislature. Part of the reason that they supported this was it's for the roof. A couple of the Legislators there understand that if you don't take care of the roof, you're going to lose the building. It had merit, and they supported it. Luckily they didn't have any questions.

Any other questions on this aspect?

This next page "Museum Activities and Accomplishments" a lot of this gives you some history, especially for the two new Trustees. It's just kind of a summary of what we've been doing with this budget here and what did we do now that we completed 2015 in its entirety. It's being audited and closed out and it shows some of the things that we're doing with the budget.

The next page, numbers, it's the detail on the expenditures but what I would like to do is go to the last page where Betsy brought up the point about the Gardiner Foundation.

This really sums up everything pretty well. If you start in 2015, these are the actual numbers. We brought in a fund balance of \$500,000 in 2015. We added revenue that year, and we had expenditures that year and ended with \$890,000 in fund balance.

Then where did that money go? Well, there's money reserved from the sale of the Chrysler. That's \$200,000. There is money reserved for the Rogers Fund. There is money reserved for the Stoll Wing, money reserved for the Reichert Foundation, which supports the planetarium, and money from the Gardiner Foundation.

When you take all the reserve money out, we really had an unrestricted reserve fund of \$162,000 going into the following year.

Skipping the adopted 2016 because it's adopted, this is the 2016 estimated which really tells you, "What are we doing this year?" We brought in, again, that \$890,000 fund balance. We added the revenues. We took out the expenses, and we're expecting to have \$700,000 left. That \$700,000 is allocated to all those reserve funds. We have \$58,000 estimated going in January 1.

If you go to 2017, again, you start with that \$722,000 fund balance. Those are the total revenues that we have, total expenditures. We have a fund balance of \$628,000. It's allocated to the various accounts. You have to have a balanced budget, so no matter what, it has to be zero.

In these reserve funds, the Reichert Foundation, that reflects \$80,000 that they're going to be giving us in 2016. It reflects \$80,000 that they're going to be giving us in 2017. You see the Reichert Foundation is growing but we're still drawing out money for repairs and support of the planetarium. It's complicated.

MR. BEATTIE:

But since you put it like this, who wouldn't want to be a budgeteer?

MR. REINHEIMER:

I think it's something that if you look at it and digest it and if you have any questions, if some of the numbers jump out to you and don't make sense to you, please let me know and I will explain to you where they come from. It's a lot to throw at you.

One of the things that Terry has talked about when we look at our meeting schedule, we have to look at submission of the capital program. The capital program, really, we have to look at in January or February because the County Executive wants it by March.

The operating budget, the County Executive wants it by – I actually got a week's reprieve. They wanted it by the beginning of July, which means we

have to consider it in June, which means sometimes you may want it ahead of that.

It's hard to put together a budget. I'm using the estimated where we are in April to figure out where we're ending the current year. A lot of it could be fuzzy numbers, especially when we're doing things like the café, which may slide into 2017.

On a budget basis, it's going to look like you're over-expending in 2017 because you have this \$150,000, but what it does is it results in a greater fund balance in 2016 that carries over.

Budgeting really involves the current year and where you're going to end the current year. Then you have to figure out what you can do the subsequent year. When you're looking two years down the road and you're starting it in April, there can be a lot of fluctuation from the plan. We are usually pretty close to the pin.

MR. BEATTIE:

When it comes to the schedule for next year, I intentionally only did until the end of this year because that's my term. I'm not going to put together a schedule for next year. For those specific meetings, Lance, if you can make sure that we know the dates of the things that need to get considered for the budgets, etc. We should just build that into the schedule as well.

MR. REINHEIMER:

Correct. That would be good.

MR. BEATTIE:

Okay, any questions for Lance? Does anybody have any old business to discuss? Anybody have any new business to discuss? Does anybody have a motion to adjourn?

MR. PETERMAN:

Motion.

MR. DEMASI:

Second.

MR. BEATTIE:

Okay, without objection, thanks everyone, and welcome to our new members and our future member. **(Vote: 10/0/0/5 Absent: Mr. Glascock, Mr. Guarnischelli & Ms. Gegwich. Two vacant positions.)**

(Mr. Ron Beattie adjourned the meeting at 8:40 p.m.)

RB:ap
Attachments

Suffolk County Vanderbilt Museum

August 2016 Meeting Agenda

August 17th, 2016 / Planetarium / 7:00 PM

- I. Pledge of Allegiance**
- II. Public Address to the Board**
- III. Previous Meeting Minutes**
- IV. President's Report**
 - A. Welcome to New Board Members**
 - 1. Terry Pearsall**
 - 2. Jim Kelly**
 - 3. Future: Kathy Giamo**
 - B. Committees**
 - 1. Finance**
 - 2. Education & Exhibits**
 - 3. Operations**
 - 4. Development**
 - 5. Community Relations**
 - 6. Strategic Plan (ad-hoc)**
 - 7. Nominating Committee (ad-hoc)**
 - C. 2016 Meetings / 3rd Wednesday**
 - 1. October / Form Nomination Committee**
 - 2. December / 2017 Slate Announced**
 - D. Under the Stars Café Status**
- V. Committee Reports**
 - A. Finance / Treasurer Report – Betsy Cambria**
 - B. Education & Exhibits - Gretchen Oldrin-Mones**
 - C. Development – Ron Beattie**
 - D. Operations – Ron Beattie**
 - 1. Buildings and Grounds / Kevin Peterman**
 - 2. Technology / Ron Beattie**
 - 3. Human Resources / Tom Glascock**
 - E. Planning / Strategic Plan – Steve Gittelman**
 - F. Community Relations Committee – Michael Mule – EXECUTIVE SESSION**
- VI. Executive Director's Report**
- VII. New Business**
- VIII. Adjournment**

SUFFOLK COUNTY VANDERBILT MUSEUM

Treasurer Report

June 2016

	Actual June	Budget June	Variance
Revenue			
Admission	\$ 52,890	\$ 72,000	\$ (19,110)
Membership	\$ 5,436	\$ 5,833	\$ (397)
Museum Store	\$ 6,339	\$ 6,000	\$ 339
Special Events	\$ 32,650	\$ 22,500	\$ 10,150
Suffolk County Funds	\$ 242,768	\$ 72,829	\$ 169,939
Endowment	0	0	\$ -
Site Use	\$ 25,725	\$ 25,000	\$ 725
Donations & Gifts	\$ 632	\$ 9,167	\$ (8,535)
Real Estate Rental	\$ -	6,000	\$ (6,000)
Other General	\$ 444	\$ 67	\$ 377
Total Revenue	\$ 366,884	\$ 219,396	\$ 147,488
Expenses			
Salaries & Wages	\$ 116,471	\$ 108,000	\$ 8,471
Benefits	\$ 26,312	\$ 25,000	\$ 1,312
Maintenance & Equipment	\$ 5,836	\$ 5,933	\$ (97)
Insurance	\$ 7,100	\$ 7,083	\$ 17
Professional	\$ 36,251	\$ 11,667	\$ 24,584
Museum Store	\$ 3,962	\$ 3,333	\$ 629
Telephone	\$ 2,257	\$ 1,667	\$ 590
Utilities	\$ 9,184	\$ 15,000	\$ (5,816)
Supplies, Programs, Gala	\$ 22,255	\$ 10,708	\$ 11,547
General Expenses	\$ 4,036	\$ 2,833	\$ 1,203
Total Expenses	\$ 233,664	\$ 191,224	\$ 42,440
Excess / Deficiency	\$ 133,220	\$ 28,172	\$ 105,048

**SUFFOLK COUNTY VANDERBILT MUSEUM
TREASURER REPORT FOR THE YEAR ENDING 2016**

	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Budget July	Budget August	Budget September	Budget October	Budget November	Budget December	Project Year End	Business Plan	Dollar Variance
REVENUE															
EARNED INCOME															
Admissions	37,037	58,849	49,427	75,801	62,705	52,890	82,000	85,000	48,000	38,000	51,000	53,000	693,709	700,000	(6,291)
Membership	9,726	11,714	14,510	10,063	8,311	5,436	5,833	5,833	5,834	5,834	5,834	5,834	94,762	70,000	24,762
Museum Store	6,427	7,467	6,822	9,603	3,692	6,339	10,500	10,500	3,500	4,000	5,000	5,000	78,850	70,000	8,850
Special Events	9,356	1,581	5,271	5,250	8,280	32,650	22,500	22,500	22,500	5,000	10,000	5,000	149,888	135,000	14,888
Suffolk County Funds	0	0	0	145,659	0	242,768	72,830	72,830	72,830	72,830	72,830	72,830	825,407	873,954	(48,547)
Endowment	0	0	37,000	37,000	0	0	0	0	0	0	0	0	74,000	0	74,000
Site Use	12,437	7,365	8,050	11,244	35,243	25,725	22,000	25,000	20,000	10,000	6,000	5,000	188,064	170,000	18,064
Donations & Gifts	564	2,839	32	215	486	632	9,167	9,167	9,167	9,167	9,167	9,167	59,770	110,000	(50,230)
Real Estate Rental	0	0	0	0	0	0	6,000	6,000	6,000	6,000	6,000	6,000	36,000	72,000	(36,000)
Other General	34	155	950	323	124	444	67	67	67	67	67	67	2,432	800	1,632
Total Earned Income	75,581	89,970	122,062	295,158	118,841	366,884	230,897	236,897	187,898	150,898	165,898	161,898	2,202,882	2,201,754	1,128
EXPENSES															
Salaries & Wages	98,070	98,177	102,863	101,275	108,383	116,471	112,000	112,000	106,000	108,000	103,000	107,179	1,273,418	1,276,179	(2,761)
Benefits	23,692	21,284	32,258	23,645	26,071	26,312	29,000	29,000	24,000	25,000	23,000	25,183	308,445	297,183	11,262
Maintenance & Equip.	5,472	4,055	14,209	8,676	5,630	5,836	5,933	5,933	5,934	5,934	5,934	5,934	79,480	71,200	8,280
Insurance	7,100	7,200	7,100	7,100	7,100	7,100	7,083	7,083	7,083	7,083	7,083	7,087	85,202	85,000	202
Professional	7,100	29,354	15,114	17,574	11,938	36,251	11,667	11,667	11,667	11,667	11,667	11,667	187,334	140,000	47,334
Museum Store	5,269	4,711	1,241	3,717	2,336	3,962	3,333	3,333	3,334	3,334	3,334	3,334	41,238	40,000	1,238
Telephone Communic.	2,220	2,268	2,174	2,332	2,253	2,257	1,667	1,667	1,667	1,667	1,667	1,667	23,506	20,000	3,506
Utilities	10,042	13,089	12,209	9,588	10,311	9,184	19,000	19,000	19,000	12,000	12,000	12,854	158,277	201,854	(43,577)
Supplies, Prgm., Ball	7,659	12,170	59,725	9,172	44,305	22,255	10,708	10,708	10,709	10,709	10,709	10,709	219,538	128,500	91,038
General Expenses	2,134	4,855	3,286	13,334	5,118	4,036	2,833	2,833	2,834	2,834	2,834	2,834	49,765	34,000	15,765
Total Expenses	168,759	197,163	250,179	196,413	223,445	233,664	203,224	203,224	192,228	188,228	181,228	188,448	2,426,203	2,293,916	132,287
Excess / Deficiency of Revenue	(93,178)	(107,193)	(128,117)	98,745	(104,604)	133,220	27,673	33,673	(4,330)	(37,330)	(15,330)	(26,550)	(223,321)	(92,162)	(131,159)

Suffolk County Vanderbilt Museum 2017 Requested Operating Budget



August 17, 2016



2017 Operating Budget Highlights and Assumptions

EXPENSES:

- 2016 estimated expenditures are projected to be \$2,563,665, which is \$269,749 greater than the adopted budget of \$2,293,916. This net over-expenditure is primarily due to the following four areas:
 - The County reduced Temporary Salaries by \$70,000 when it adopted the 2016 Vanderbilt Museum budget last fall. This reduction resulted in the projected over-expenditure of budgeted salaries by \$45,859. If not for the reduction, the 2016 estimated salaries (Permanent Salaries, Temporary Salaries and Overtime) would have resulted in a \$24,141 surplus.
 - \$10,800 for the purchase of a maintenance cart and a previously owned 8-passanger tram that were not included in the adopted budget.
 - The 2016 adopted budget assumed that the Laser Light System would be purchased in 2015. The 2016 project over-expenditure in sub-object 3500, Other Unclassified, includes \$74,000 for the purchase of the Laser Light System that was not included in the 2016 adopted budget.
 - The 2015 estimated budget includes a net over-expenditure of \$306,358 in fees for services due to the following major expensed not included in the 2016 adopted budget:
 - \$31,800 repairs and maintenance of the Planetarium star ball
 - \$5,100 purchase of lobby benches for the Planetarium
 - \$5,600 for repair of leaded glass window in Memorial Wing
 - \$150,000 for the planned construction of the Planetarium Cafe
- The 2017 requested budget of \$2.55 million is \$255,409 (11.1%) more than the 2016 adopted budget. This increase is attributable to the following expenditures:
 - \$1.37 million for salaries, an increase of \$94,921 (7.4%) over the 2016 adopted budget.
 - \$30,000 increase (21%) for health insurance associated with additional staff, and a projected 5% premium increase.
 - \$89,000 for the continuation of the restoration of the marine specimens funded by the Gardiner Foundation.
 - \$25,000 for maintenance of the Planetarium star ball

REVENUE:

- The 2016 estimated revenue of \$2.4 million exceeds the 2016 adopted revenue by \$193,500 (8.8%).
 - This positive revenue forecast is due to an estimated \$150,000 distribution from the Endowment for construction of the cafe.
 - Estimated admissions revenue of \$715,000 exceeds the adopted budget by \$15,000.
 - The estimated \$80,000 revenue from the Gift Shop exceeds the adopted budget by \$10,000 (14%).
 - The estimated General Membership revenue of \$45,000 exceeds the adopted budget by \$20,000 (80%).
- The adopted budget included \$72,000 from licensing Normandy Manor as a residence, which did not materialize. These funds did not materialize, as the Manor needs to be re-roofed before it can be used as a residence.
- The 2017 requested budget includes \$2.46 million in revenue, an increase of \$254,046 (12%) over the adopted budget.
 - The budget includes \$1,050,000, which represents the maximum legally authorized 10% allocation from the Suffolk County Hotel/Motel tax revenue, an increase of \$176,046 over the 2016 adopted revenue of \$873,954.
- The 2017 requested budget does not include a distribution from the Endowment and assumes that the cafe construction will be completed by the end of 2016.
- The 2017 requested budget does not include rental revenue from licensing Normandy Manor as a residence. It is unlikely the roof will be replaced until the end of 2017.
- The 2017 Admissions revenue of \$715,000 is a \$15,000 (2.1%) increase over the 2016 adopted revenue of \$700,000.
- The Gift Shop is projected to generate gross revenue of \$85,000 in 2017, increase of \$5,000 (6.25%) for a net revenue of \$40,000.
- The 2017 budget includes membership revenue of \$90,000 (libraries and general membership), which is an increase of \$20,000 (28.5%) over the 2016 adopted budget

MUSEUM ACTIVITIES & ACCOMPLISHMENTS

During 2015 the Vanderbilt Museum celebrated its 65th anniversary and continued to make substantial progress in major gifts, collections support and restoration, education outreach, and membership building.

- Welcomed 105,000 visitors, generating over \$1 million in revenue from Museum and Planetarium admissions, special events, and site use (weddings, meetings, photography). Visitorship included 30,559 school children – who participated in museum-education programs – representing schools from east end of Long Island to New York City.
- Expanded its marketing efforts through social media; Instagram, Twitter and Facebook. In May 2015, the Museum launched a marketing campaign in Suffolk and Nassau Counties and the 5 boroughs of New York City. As of July 6, 2016, a total of 5,621 Groupons have been purchased, generating over \$57,500 in revenue for the Museum.
- Received a grant of \$135,000 from The Robert D. L. Gardiner Foundation to support the restoration of the Museum's extensive marine collection, the largest privately assembled collection of sea specimens from the pre-atomic-era. The Gardiner Foundation, established in 1987 in Hampton Bays, New York, supports the study of Long Island history, with an emphasis on Suffolk County.
- Received second \$100,000 grant from the Roy M. Speer Foundation. The funds financed the installation of 6 interactive kiosks for visitors to learn about each of the 9 dioramas in the Stoll Wing. Current plans for the funds include restoration of the animals in the dioramas and the installation of safety glass.
- The traveling science-education outreach program Discovering the Universe: Mobile Classroom served 4,185 students in the 2015-2016 school year, an increase of 35% over the preceding academic year. This program was made possible by on-going support from the National Grid Foundation.
- In June 2016, the Museum expanded its Planetarium offerings with the installation of a laser light entertainment system that includes a wide assortment of shows and educational programming along with the addition of a solar telescope in the Observatory for visitors to safely view the sun during the day.
- In an effort to increase the number of visitors and to improve visitor experience, the Museum is constructing a café in the Reichert Planetarium lobby, scheduled to open by the end of 2016.
- The Museum increased membership during the past year by 200%, with 748 active members as of July 6, 2016.
- The Charles and Helen Reichert Family Foundation, Inc., pledged \$1.7 million over 20 years to support the Planetarium, its programs and its future. The Museum received \$80,000 in October 2015 from the Foundation and is scheduled to receive the next \$80,000 installment this October.

- The Museum ended 2015 with a \$162,417 unreserved fund balance and a total of \$728,085 in four (5) reserved fund balances (Rogers Fund, Stoll Wing Fund, Reichert Foundation Fund, Reserve for the Maintenance of Artifacts, and the Gardiner Foundation).
- The Museum is projected to end 2016 with a unreserved fund surplus of \$58,845 and a total of \$663,246 in the five (5) reserved fund balances.

**Suffolk County Vanderbilt
Museum Operating Budget**

\$ 2,131,333.00 \$ 2,293,916.28 \$ 2,563,665.00 \$ 2,549,325.00

Obj	Object Name	2015 Actual	2016 Adopted	2016 Estimated	2017 Requested
1100	Permanent Salaries	\$473,812	\$562,038	\$ 525,000	\$618,100
1120	Overtime Salaries	\$7,955	\$15,000	\$ 8,000	\$8,000
1130	Temporary Salaries - No Fringe	\$648,796	\$699,141	\$ 740,000	\$745,000
2030	Purchase Of Automobiles	\$0	\$0	\$ 10,800	\$5,000
3010	Office Supplies	\$12,481	\$15,000	\$ 15,000	\$15,000
3020	Postage	\$5,236	\$4,500	\$ 4,500	\$5,000
3040	Outside Printing	\$11,873	\$15,000	\$ 10,000	\$12,000
3050	Fuel For Heating	\$49,028	\$61,854	\$ 50,000	\$50,000
3070	Memberships & Subscriptions	\$2,345	\$3,000	\$ 1,500	\$1,500
3100	Instructional Supplies	\$572	\$1,000	\$ 200	\$200
3150	Gasoline & Motor Oil	\$11,415	\$10,000	\$ 8,704	\$10,000
3160	Computer Software	\$951	\$0	\$ 2,000	\$2,000
3190	Tools & Implements	\$475	\$0	\$ -	\$1,000
3250	Building Materials	\$21,363	\$25,000	\$ 12,000	\$15,000
3310	Clothing & Accessories	\$5,730	\$2,000	\$ 3,000	\$3,500
3320	Household & Laundry Supplies	\$13,042	\$10,000	\$ 10,000	\$12,000
3500	Other: Unclassified	\$83,320	\$100,000	\$ 150,000	\$50,000
3510	Rent: Business Machines & Sys	\$9,038	\$7,500	\$ 10,000	\$10,000
3610	Repairs: Office Equipment	\$435	\$0	\$ -	\$0
3630	Repairs: Licensed Vehicles	\$17,547	\$15,000	\$ 15,000	\$15,000
3650	Repairs: Buildings	\$2,367		\$ 5,000	\$5,000
3770	Advertising	\$4,835	\$5,000	\$ 5,000	\$7,000
3810	Landscaping	\$4,027	\$2,500	\$ 2,500	\$2,500
3910	Items For Resale	\$33,657	\$40,000	\$ 44,000	\$45,000
3920	Laundry & Sanitation		\$2,500	\$ 2,500	\$2,500
3930	Cartage	\$10,288	\$11,200	\$ 8,150	\$8,200
3935	Other Collections		\$1,500	\$ 1,500	\$1,500
4010	Telephone & Telegraph	\$21,898	\$20,000	\$ 26,000	\$22,000
4020	Light, Power & Water	\$116,538	\$140,000	\$ 110,000	\$110,000
4310	Employee Misc-Expenses		\$0	\$ -	\$0
4330	Travel: Employee Contracts	\$3,083	\$3,000	\$ 3,000	\$3,000
4560	Fees For Services: Non-Employ	\$252,411	\$140,000	\$ 446,358	\$375,000
4890	Insurance Premiums	\$37,005	\$85,000	\$ 35,000	\$35,000
8280	State Retirement	\$39,775	\$30,000	\$ 44,809	\$48,865.00
8330	Social Security	\$86,413	\$102,983	\$ 97,384	\$ 106,450
8340	Flexible Benefits	\$0	\$0	\$ -	\$0
8350	Unemployment Insurance	\$2,482	\$2,000	\$ 5,000	\$5,000
8360	Health Insurance	\$128,036	\$147,200	\$ 138,000	\$178,000
8380	Benefit Fund Contribution	\$13,104	\$15,000	\$ 13,760	\$16,010
TOTAL		\$2,131,333.00	\$2,293,916.28	\$ 2,563,665	\$2,549,325

**2017 Vanderbilt Museum
Revenue Budget Request**

Rev Cd	Revenue Name	2015 Actual	2016 Adopted	2016 Estimated	2017 Req
2089	Other Museum Events	\$154,026	\$135,000	\$150,000	\$165,000
2090	Museum Admission & Sales	\$158,047	\$150,000	\$165,000	\$165,000
2091	Planetarium Admission & Sales	\$528,411	\$550,000	\$530,000	\$550,000
2093	General Membership Fees	\$64,610	\$25,000	\$45,000	\$45,000
2094	Corporate Membership Fees	\$42,700	\$45,000	\$45,000	\$45,000
2095	Unrelated Museum Events	\$199,896	\$170,000	\$170,000	\$160,000
2401	Interest And Earnings	\$858	\$800	\$800	\$800
2410	Rental Of Real Property	\$0	\$72,000	\$0	\$0
2655	Minor Sales - Other	\$82,084	\$70,000	\$80,000	\$85,000
2705	Gifts And Donations	\$354,037	\$110,000	\$110,000	\$190,000
2755	Endowment & Trust Fund Income	\$22,185	\$0	\$224,000	\$0
2770	Other Unclassified Revenues	\$3,785	\$0	\$1,500	\$0
R192	Transfer from Hotel Motel Tax Fund	\$880,194	\$873,954	\$873,954	\$1,050,000
	TOTAL	\$2,490,833	\$2,201,754	\$2,395,254	\$2,455,800

2015 Actual	2016 Adopted	2016 Est	Status of Funds	2017 Req
\$ 531,002	\$ 588,424	\$ 890,502	Fund Balance Jan 1	\$ 722,091
\$ 2,490,833	\$ 2,201,754	\$ 2,395,254	Plus Reveunues	\$ 2,455,800
\$ 3,021,835	\$ 2,790,178	\$ 3,285,756	Total Funds Available	\$ 3,177,891
\$ 2,131,333	\$ 2,293,916	\$ 2,563,665	LESS: Exp	\$ 2,549,325
\$ 890,502	\$ 496,262	\$ 722,091	Fund Balance Dec 31	\$ 628,566
\$ -	\$ -		Less Reserve for Planetarium Renovations	
\$ 223,742	\$ 181,168	\$ 215,051	Less Reserve for Maintenance of Archives	\$ 215,051
\$ 92,486	\$ 74,994	\$ 92,517	Less Reserve of Rogers Fund	\$ 92,517
\$ 117,128	\$ 48,778	\$ 57,513	Less Reserve for Stoll Wing	\$ 57,513
\$ 178,180	\$ 191,322	\$ 208,485	Less Reichert Foundation	\$ 263,485
\$ 116,549	\$ -	\$ 89,680	Less Gardiner Foundation	\$ -
\$ 162,417	\$ -	\$ 58,845	Unreserved Fund Balance	\$ -