



Fort Monroe Foundation Report for the  
Fort Monroe Board of Trustees Meeting  
Bay Breeze Conference Center  
December 12, 2013

The Fort Monroe Foundation held its last meeting on November 7, 2013. The Executive Director provided a report to the members present regarding the activities of the Foundation over the past calendar year. The power point presentation included a photographic description of activities by the Foundation in conjunction with the Fort Monroe Authority events.

**Kayak Launch:** The Foundation received a \$20,000 grant from Dominion Virginia Power to support the installation of the new fully accessible kayak launch in Mill Creek. The facility is actively used by the YMCA day campers and other parties who enjoy water activities in Mill Creek. The FMA received a grant from NPS Captain John Smith Trail of \$50,000 for the project and the Foundation has accepted the responsibility to secure the matching funds.

**Altru Software Update:** The FMA staff is beginning to use the software to track donations. Eventually the system will be used to track reservations for events, manage an annual donor campaign, and help track designated donations to the Foundation.

**Electronic Donations to the Foundation:** The Foundation is now capable of receiving electronic donations to the Foundation and staff has attended several events for the purpose of offering this opportunity to participants.

**Casemate Museum Exhibit:** The Foundation provided the financial resources to open the first privately funded exhibit at the museum since ownership transferred from the Army to the FMA. The Foundation also provided the refreshments and entertainment for a pre-opening reception prior to the ribbon cutting ceremony.

**Ghost Tours inside the Fort:** Expenses for lanterns and refreshments were provided by the Foundation in support of the return of ghost tours at Fort Monroe. The event highlighted some of the mysteries of Fort Monroe as well as exploiting the opportunity to tell the history of the structures on the property.

**Holly Days at Fort Monroe:** The Foundation is providing the lights and the entertainment for an orchestra concert in the Post Theater followed by a tree lighting ceremony in Canon Park on Sunday December 8. The Foundation secured in-kind donations for food and drink at the event as well as an appearance by Santa Clause!

**Consultant Hiring:** The FMF Executive Director received numerous proposals to hire a consultant to evaluate the Foundation and create a development plan for the future. This project is currently on hold.

**FMF Board Membership:** Board membership is down and the ability to obtain a quorum of members present is becoming more challenging.

**Foundation Finances:** As of November 30, 2013 the Foundation reports cash on hand balance of \$74,993. As of this time last year the cash on hand balance was \$62,300.

**Proposed Budget:** The Foundation Executive Director prepared a budget for the fiscal year that began on July 1, 2013. The budget projects revenue from sponsorships and donations to exceed \$146,000 and projects expenses to approach \$137,000.

The future of Foundation requires an expansion of the fund raising activity from purely sponsorship sales to include annual membership opportunities, solicitations for grants, and eventually donations towards an endowment campaign. To move in this direction the Foundation will continues to implement the software package designed to manage our annual donor base.

The Foundation opportunities have been challenging given the previous uncertain nature of the property ownership, however the future seems bright as the property comes under the ownership of the FMA.