

**Charleston Naval Complex Redevelopment Authority/  
Naval Base Museum Authority**

March 23, 2016  
12:30  
RDA Board Room  
North Charleston, South Carolina

**MINUTES**

Present: RADM William Schachte, Jr. (Ret.) Chairman  
Chris Sullivan, Vice Chairman  
Ronnie Givens  
Ms. Deborah Crosby-Summey  
Alan Coker  
Gene Hogan (Phone Con)

Absent: Randy Burbage, Secretary/Treasurer  
Ron Anderson  
Thomas Myers  
Fred Kemmerlin

Staff: Robert Ryan Executive Director  
Sean McDonell Operations Director  
Austin Hilligas Business Manager  
Les Lockard Maintenance Director

Advisors: Wilbur Johnson, Esquire Young Clement Rivers, LLP

Others: Joe Wentzell  
Chris Wentzell  
Danny Rowland CMMC  
Dick Gregory CMMC  
Kellen Correia Friends of the Hunley  
Lisa Reynolds City of North Charleston  
Alex Pridgen City of North Charleston  
Amy Riley Thomas & Hutton

RADM Schachte asked for a moment of silence for the victims in Brussels.

1. Call to Order/Determine Quorum . (Agenda Item 1). The meeting was called to order at 12:29 PM by the Chairman, RADM Schachte, with a Quorum present.
2. Freedom of Information Act Report. (Agenda Item 2). Mr. Hilligas stated for the record that the Authority fully complied with the requirements of the Freedom of Information Act in providing notice of the meeting.

3. Approval of Minutes. (Agenda Item 3). Mr. Givens made a motion to approve the minutes of the December 15, 2015 Board meeting which was seconded by Mr. Coker and approved unanimously.
4. Approval of Agenda. (Agenda Item 4). Mr. Givens made a motion to approved the Agenda as published and was seconded by Mr. Coker. The motion was approved unanimously.
5. Old Business/New Business. (Agenda Item 5).

(1) Retirement of Joseph F. Wentzell. Joe started with the Authority twenty years ago after serving in the Navy and as a master carpenter and a mechanical engineering technician for the Shipyard. He is a valued employee and genuinely cared for the Vault and all of the work that went into it for over 100 years. RADM Schachte and Robert Ryan presented Joe with a print of the front door to Qtr's H & I.

(2) Financial Status Report. Mr. Ryan presented the budget update for FY 15-16. The report covered the period July 1, 2015 to March 17, 2016 and was given for information only.

(3) Audit Report. Each year the Authority is audited by Wilson and Quirk, LLC. A copy of the 2014-2015 audit was provided to each Board member. This was given as information only with no action taken by the Board.

(4) Agreement with City of North Charleston for Chapel. Staff met with Mayor Summey and his staff in February and in that meeting the Mayor proposed that the City take charge of booking and conduction of events at the Chapel for 25% of the proceeds. This action would alleviate the need for the Authority to hire event staff and would provide better coordination of City events at Quarter's K and the park. At the time of this agenda, the contractor has not turned over operational control of the Chapel. Additionally, the Authority only maintains control of the area until March of 2019 and since wedding venues are made a year or more in advance, such an agreement would make the most business sense. Mr. Givens made a motion which was seconded by Mr. Coker to get the item on the table for discussion. After some discussion Mr. Givens made a motion which was seconded by Mr. Coker for authorizing Staff to negotiate an agreement with the City of North Charleston for the booking and conduction of events at the Chapel and upon successful negotiation to authorize the chairman or other appropriate officers to execute all necessary and satisfactory documents and amendments. The motion was approved unanimously.

6. Date, Time and Location of the Next Meeting.  
June 14, 2016, 12:30 PM, RDA Board Room

7. Adjournment. There being no further to discuss, Mr. Givens made a motion which was seconded by Mr. Coker and approved unanimously to adjourn. The meeting adjourned at 12:54 PM.

RECORDED BY:

APPROVED

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