



ENHANCING THE NATIONAL TREASURE
FORT FISHER STATE HISTORIC SITE

1610 Fort Fisher Blvd. S., Kure Beach, NC 28449

Phone: (910) 251-7350 Fax: (910) 458-0477

February 24, 2021

Honorable LeAnn Pierce, Mayor and
Members of Carolina Beach Town Council
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

Re: Non-Profit Request for Funding of \$5,000 for FY 2021 - 2022

Dear Mayor Pierce and Town Council Members

Thank you for your past support over the years including the current 2020 – 2021 grant of \$2,500 to the Friends of Fort Fisher. Your annual grants have been critical to the operations and success of Fort Fisher State Historical Site. The Town's current grant is especially important to the Friends as we work with the State Historical Site during the recent periods of shutdown and limited operations. Until the Covid-19 shutdown the Fort was on track to receive 1 million visitors annually. Fort Fisher, by far, the most heavily visited State Historic Site in North Carolina and is pleased to join other popular local attractions bringing visitors to the area.

The Fort was acquired as a state historic site in 1962. Its mission is to preserve and interpret the history of Fort Fisher the largest earthwork fortification the American Civil War. Sadly only six of the original mounds exist due the erosion and World War II construction.

The Friends of Fort Fisher, Inc. is the official non-profit support organizations for the Fort Fisher State Historic Site. State appropriations do not provide for educational programs, part-time or seasonal staffing, or new or rotating exhibits, and so Fort Fisher State Historical Site depends on the Friends and contributions made to the Friend, for these needs as well as for some maintenance and promotional needs.

We are requesting \$5,000 so we can increase our support of the Site's educational programming. In addition to (weather permitting) free daily tour, programming will include our Beat the Heat summer speakers' series which gives folks an alternative to outside activities in the hot summer months, the Junior Reserve program (hands on educational programs targeted to children), a Civil War Artillery Program, WWII Anniversary Program, and special events including firing of the 32 pounder gun atop Shephard's battery.

Because Fort Fisher visitors are mostly from out of area, they represent a significant spending source available to local businesses. Grant funds from the town of Carolina Beach will help expand educational programming in anticipation of the pending construction of a new \$21.5M visitor center and construction of three new earth mounds which will be designed to allow visitors; full access to enter and see how the Fort was defended. This project is currently in the design development phase and is using Clark Nexsen, a large architectural firm headquartered in Raleigh with considerable experience in educational buildings and handling state projects. This addition will make Fort Fisher an even more important national attraction and will increase the number of visitors who frequent local businesses.

Thank you for your consideration of this request. Your past support has made a difference in our ability to offer quality educational program. Please contact me if anything within this application needs further explanation.

Sincerely,



M. Tyrone Rowell
Secretary
Friends of Fort Fisher
rowellt@uncw.edu (910) 799-9025

Attachments: 2020-2021 Friends of Fort Fisher operating budget
2020-2021 Profit and Loss Statement
Sources of Revenue (Shown as income on Operating Budget).

CC: Bruce Oakley, Town Manager
Kim Ward, Town Clerk
Debbie Hall, Finance Director
Town Council

FRIENDS OF FORT FISHER
BUDGET (July 1-June 30)
2020-2021 Fiscal Year

GL #	INCOME:	2019-2020	2020-2021	1/31/21 YTD	YTD -Budget (over)/unused
28625	Paver Sales		250		250
40111	Raffle	8,000	5,000	3,615	1,385
4011	Donation Box	9,500	3,000	5,673	-2,673
4016	Memberships/Gifts	20,000	10,000	6,139	3,861
4060	Local Government Support	9,000	8,500	8,550	-50
4015	Vending/ Penny Press	4,000	2,500	697	1,803
4100.1	155th Video Sales		100		100
7030	Points Redeemed (Credit Card Purchases)			951	-951
	Museum Store Transfers	53,200	18,236	4,184	14,052
	Gross Income	103,700	47,586	29,808	17,778
	Administrative Expenses	82,980	13,480	3,791	9,689
	Site Support	47,033	10,200	1,356	8,844
	Total Expenses	130,013	23,680	5,147	18,533
	Net Income	-26,313	23,906	24,661	-755

GL #	Museum Store Estimate:	2019-2020	2020-2021	1/31/21 YTD	YTD -Budget (over)/unused
4000	Income	135,000	100,000	46,321	53,679
5010	Cost of Merchandise	60,000	50,000	22,802	27,198
5015	Credit Card Merchant Fees	3,000	1,500	1,725	-225
	Gross Income	72,000.00	48,500	21,794	26,706
	Expenses				
6680	Payroll-Sharon	14,000	7,500	3,151	4,349
6683	Payroll-Emily	1,100	12,500	10,068	2,432
6682	Payroll Taxes		3,000	826	2,174
6619	Payroll Service	700	540	327	213
6610	Postage		24	11	13
6820	Shipping		700	6	694
6617	Supplies	2,500	2,000	340	1,660
6825	TAMS Software		2,000	1,630	370
6835	Escrow Equipment Update	500	2,000	1,251	749
	Total Exp	18,800.00	30,264	17,611	12,653
	Transfer to FOFF	53,200	18,236	4,184	14,052

**FRIENDS OF FORT FISHER
BUDGET (July 1-June 30)
2020-2021 Fiscal Year**

GL #	Administrative Expenses	2019-2020	2020-2021	1/31/21 YTD -Budget YTD	(over)/unused
6655	Bookkeeper	3,050	2,400	1,073	1,327
6665	Audit	1,200	1,400	200	1,200
6616	Insurance-Directors & Officers	1,000	1,000	854	146
6930	Meetings/Travel		500		500
7100	Membership Events				0
18670	Raffle Expense	1,700	1,000	94	906
6618	Office Supplies	500	500	480	20
6580	ED Payroll	60,700			0
6583	ED Payroll Taxes	4,650			0
6610	Postage		350	120	231
6620	Printing	1,200	1,500	338	1,162
6880	Telephone	1,200			0
6502	Donor Cultivation	500	250		250
6503	Donor Renewals	1,500	1,000		1,000
6670	Dues & Memberships	2,000	500	50	450
18625	Pavers Cost	700	250		250
6228	Website Cost	1,000	250	155	95
6060	Bank Fees	500	500	428	72
6761	Programs & Special Events		500		500
6665	Gift Software	1,080	1,080		1,080
6221	Email Blasts	500	500		500
Total FOFF Operation Expenses		82,980	13,480	3,791	9,689

GL #	SITE SUPPORT	2019-2020	2020-2021	1/31/21 YTD -Budget YTD	(over)/unused
6752	Site Promotion.	1,500	1,000		1,000
6770	Civil War Trail Insurance	200	200	200	0
6780	Exhibits	1,000	250		250
6719	Maintenance/Repairs	700	3,000	664	2,336
6620	Printing	2,500	250		250
6520	Temp Salaries	15,000	2,500		2,500
7000	Volunteer Recognition	600	500	412	88
6750	Special Programs	25,533	1,000		1,000
6760	Site Manager (Discretionary)		1,500	80	1,420
Total FOFF Site Support Expenses		47,033	10,200	1,356	8,844

Bank Balances: 1/31/2021
Bank of America 43,925.57
BB&T (Truist) 621,759.65
Vanguard Investments 199,710.06

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Accrual Basis

Friends of Fort Fisher Profit & Loss

July 2020 through January 2021

	Jul '20 - Jan 21
Ordinary Income/Expense	
Income	
4100 · Capital Campaign Income	
4100.2 · Capital Campaign-Donations	272,600.00
Total 4100 · Capital Campaign Income	272,600.00
4011 · Donations-General Donations/Box	5,037.90
40115 · Donations Check/Credit Card	635.00
40111 · Donations - Raffle Tickets	3,615.00
4016 · Donations-Members/Matching Gift	6,139.00
4060 · Local Government Funding	8,550.00
4015 · VENDING MACHINES	
40151 · Vending Machine - Penny Press	301.75
40152 · Vending Machine - Drink Machine	394.59
4015 · VENDING MACHINES - Other	0.50
Total 4015 · VENDING MACHINES	696.84
4000 · GIFT SHOP	
4031 · Miscellaneous	0.72
4030 · Sales Discounts	-1,498.86
4000 · GIFT SHOP - Other	47,837.88
Total 4000 · GIFT SHOP	46,339.74
Total Income	343,613.48
Cost of Goods Sold	
5015 · CC Merchant Fees	1,724.75
5010 · Gift Shop Merchandise	22,801.92
Total COGS	24,526.67
Gross Profit	319,086.81
Expense	
6680 · Gift Shop Compensation	
6683 · Gift Shop Mgr. Pay	3,150.75
6685 · Gift Shop Asst Manager	10,068.45
6682 · Taxes - Company Paid	825.89
Total 6680 · Gift Shop Compensation	14,045.09
FOFF OPERATIONS	
PAYROLL EXPENSES	
6619 · Payroll Service	327.42
Total PAYROLL EXPENSES	327.42
OPERATIONAL EXPENSES	
6650 · Audit/Professional Fees	200.00
6655 · Bookkeeper	1,073.26
6060 · Banking Fees	428.12
6618 · Office Supplies	479.54
6690 · Reconciliation Discrepancies	13.00
Total OPERATIONAL EXPENSES	2,193.92
Total FOFF OPERATIONS	2,521.34
GIFT SHOP/CONCESSIONS	
6835 · Escrow Equipment Update	1,251.00
6825 · TAMS Software	1,629.85
5000 · Gift Shop Inventory	79.80
6617 · GS Supplies/Updates	339.63
6820 · Shipping & Handling	6.35
Total GIFT SHOP/CONCESSIONS	3,306.63

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Accrual Basis

Friends of Fort Fisher
Profit & Loss
July 2020 through January 2021

	Jul '20 - Jan 21
INTREPRETATION SUPPORT	
6770 · C. W. Trail Signs Ins	200.00
6719 · Maintenance/Repairs	664.30
6760 · Site Manager (Discretionary)	80.09
6610 · Postage and Delivery	130.90
6620 · Printing and Reproduction	337.65
6670 · Profesional Membership/Dues	
6228 · Web Hosting & Development	154.97
Total 6670 · Profesional Membership/Dues	154.97
Memberships/Subscriptions	50.00
7000 · Volunteers	331.78
Total INTREPRETATION SUPPORT	1,949.69
SPECIAL PROJECTS/Fund Raising	
18670 · Rifle Raffle	94.40
Total SPECIAL PROJECTS/Fund Raising	94.40
OTHER ALLOCATIONS	
6380 · Insurance	854.00
Total OTHER ALLOCATIONS	854.00
Total Expense	22,771.15
Net Ordinary Income	296,315.66
Other Income/Expense	
Other Income	
7030 · Other Income	951.13
Total Other Income	951.13
Other Expense	
8011 · Loss/Gain on Vanguard Acct.	-25,474.07
Total Other Expense	-25,474.07
Net Other Income	26,425.20
Net Income	322,740.86

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Accrual Basis

Friends of Fort Fisher
Balance Sheet
As of January 31, 2021

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1109 · BB&T Capital Campaign Account	621,759.65
1108 · BANK OF AMERICA	43,931.57
1130 · Cash on hand	800.00
Total Checking/Savings	666,491.22
Other Current Assets	
1150 · Gift Shop Inventory	15,863.17
Sales Tax Receivable	176.86
1140 · Vanguard	199,710.06
Total Other Current Assets	215,750.09
Total Current Assets	882,241.31
Fixed Assets	
1400 · Equipment	
1420 · Accumulated Depreciation	
1421 · office equipment	-19,164.02
1422 · improvements	-3,569.37
1423 · equipment	-49,827.52
1424 · Furniture	-2,472.09
Total 1420 · Accumulated Depreciation	-75,033.00
1400 · Equipment - Other	84,197.00
Total 1400 · Equipment	9,164.00
Total Fixed Assets	9,164.00
Other Assets	
1126 · FOFF Loan to Capital Campaign	82,000.00
1430 · Inventories	47,671.99
Total Other Assets	129,671.99
TOTAL ASSETS	1,021,077.30
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-1,867.41
Total Accounts Payable	-1,867.41
Other Current Liabilities	
2060 · Sales Tax Payable	259.92
Total Other Current Liabilities	259.92
Total Current Liabilities	-1,607.49
Long Term Liabilities	
2600 · Loan to Cap Campaign from FOFF	82,000.00
Total Long Term Liabilities	82,000.00
Total Liabilities	80,392.51
Equity	
3900 · Net Assets UnRestricted	617,943.93
Net Income	322,740.86
Total Equity	940,684.79
TOTAL LIABILITIES & EQUITY	1,021,077.30

Note:

The Balance Sheet shows assets of \$621,759.65 which represents monies being raised in a capital campaign effort for construction of new earth mounds and professional displays for the new visitors center. The Friends of Fort Fisher committed to raise \$3M towards the \$21.9M visitors center which is being funded by the State of North Carolina. These funds are not considered part of the Friends of Fort Fisher operating income and is restricted toward future construction.

Donor Organizations

Cannon Foundation (Capital Campaign)
New Hanover County
Town of Carolina Beach
Town of Kure Beach
UDC chapters