



# ENHANCING THE NATIONAL TREASURE FORT FISHER STATE HISTORIC SITE

February 18, 2025

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

Re: FY 2025-2026 non-profit request for funding of \$5,000

Dear Mayor Barbee and Town Council Members:

Thank you and the Town of Carolina Beach for your past support to the Friends of Fort Fisher, Inc. and our efforts to insure programming for over one million annual visitors who visited Fort Fisher. Because of your support we are proud of Fort Fisher's role in helping make Pleasure Island a special destination for locals and tourist alike. Many visit from out of state.

The Friends of Fort Fisher, Inc. is the official non-profit support organization for Fort Fisher State Historic Site. While state appropriations provide for basis site support, it does not provide for educational programs, part-time or seasonal staffing or to provide for new or rotating exhibits. These services are key to attracting new and repeat visitors to the region. The Fort depends on the Friends to help provide the resources to make these services possible. Our support comes from annual memberships, gifts, and grants such as yours. With the completion of our new visitors center and reconstructed earth mounds we anticipate even more visitor to make the trip to Fort Fisher and surrounding attractions. Our request for \$5,000 is to assist us in providing operational support. A copy of our current operational budget and Profit and Loss Statement are attached.

During the past four years the Friends have been tasked with conducting two parallel fund raising efforts. One is our annual operations support of which we are asking the Town of Carolina Beach to continuing. Our second fund raising effort has been to secure state and private support to construct a much needed new 24,295 sq.ft. visitors center and to rebuild three of the original earth mounds destroyed by the US Government in support of World War II training needs. On October 29, 2024 we officially opened and dedicated both our new, expanded exhibits and our reconstructed underground bunkers which made Fort Fisher the largest earth fort in the nation. This multi-year effort was successful in securing almost \$30,000,000 in state funds for a new, enlarged visitors center and an additional \$3.8M for construction of three new earth mounds with underground access. As part of this effort The Friends of Fort Fisher raised \$1,298,718 in private gifts that provided \$300,000 towards the

visitors center construction, \$100,000 for required archaeological surveys, \$270,000 to purchase cannons/carriages and \$450,000 towards the new mounds construction. Although we have met our initial goal the campaign effort will continue during this year.

The Friends were able to focus on this capital campaign because of additional support for our annual operations. Last year your grant was an important part of this effort. Your support is even more critical this year because last year's construction activities required the Fort to be closed to visitors until October for the completion and move into our new center. The demolition and removal of the old center plus construction of three new earth mounds and the mounting of cannons and carriages significantly impacted visitor experiences and the normal gifts that come from this foot traffic. This was anticipated.

We expect a record number of visitors to return to tour our facilities and to enjoy other popular venues of Pleasure Island. Your support will help us welcome and educate the anticipated million annual visitors to the area.

Cordially yours,

A handwritten signature in black ink that reads "M. Tyrone Rowell". The signature is written in a cursive, flowing style.

M. Tyrone Rowell, Chairman  
Friends of Fort Fisher

Attachments:

2024-2025 Annual Budget  
Profit and Loss Statement

**Friends of Fort Fisher**  
**Profit & Loss**  
 July through December 2024

	Jul - Dec 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
40110 · Donations	
4016 · Donations-Members/Matching Gift	8,805.00
4011 · Donations-General Donations/Box	212.38
<b>Total 40110 · Donations</b>	<b>9,017.38</b>
4100 · Capital Campaign Income	
4100.2 · Capital Campaign-Donations	87,750.00
<b>Total 4100 · Capital Campaign Income</b>	<b>87,750.00</b>
4060 · Local Government Funding	8,335.00
4015 · VENDING MACHINES	
40152 · Vending Machine - Drink Machine	684.80
<b>Total 4015 · VENDING MACHINES</b>	<b>684.80</b>
4000 · GIFT SHOP	
4031 · Miscellaneous	-21.13
4050 · Sales Returns	-35.28
4030 · Sales Discounts	-631.05
4000 · GIFT SHOP - Other	32,682.88
<b>Total 4000 · GIFT SHOP</b>	<b>31,995.42</b>
<b>Total Income</b>	<b>137,782.60</b>
<b>Cost of Goods Sold</b>	
5500 · Campaign Expenses	
5536 · Recognition/Celebration	4,362.92
5535 · Gift Shop Set Up	4,168.23
5525 · Cannons/Carriages	37,372.75
<b>Total 5500 · Campaign Expenses</b>	<b>45,903.90</b>
5015 · CC Merchant Fees	4,072.85
5010 · Gift Shop Merchandise	33,958.13
<b>Total COGS</b>	<b>83,934.88</b>
<b>Gross Profit</b>	<b>53,847.72</b>
<b>Expense</b>	
6680 · Gift Shop Compensation	
6683 · Bookstore Mgr. Pay	24,260.00
6682 · Taxes - Company Paid	1,855.91
<b>Total 6680 · Gift Shop Compensation</b>	<b>26,115.91</b>
<b>FOFF OPERATIONS</b>	
<b>PAYROLL EXPENSES</b>	
6619 · Payroll Service	323.32
<b>Total PAYROLL EXPENSES</b>	<b>323.32</b>
<b>OPERATIONAL EXPENSES</b>	
6650 · Audit/Professional Fees	1,700.00
6655 · Bookkeeper	851.01
6060 · Banking Fees	400.25
6618 · Office Supplies	567.76
<b>Total OPERATIONAL EXPENSES</b>	<b>3,519.02</b>
<b>Total FOFF OPERATIONS</b>	<b>3,842.34</b>

**Friends of Fort Fisher**  
**Profit & Loss**  
 July through December 2024

	Jul - Dec 24
<b>GIFT SHOP/CONCESSIONS</b>	
6611 · Internet Service	414.46
6626 · Bookstore Software (Clover)	622.41
6617 · GS Supplies/Updates	18.16
<b>Total GIFT SHOP/CONCESSIONS</b>	1,055.03
<b>FORT SUPPORT</b>	
6770 · C. W. Trail Signs Ins	200.00
6719 · Maintenance/Repairs	2,138.65
6760 · Site Manager (Discretionary)	256.28
6610 · Postage and Delivery	10.00
6620 · Printing and Reproduction	1,097.74
6670 · Profesional Membership/Dues	
6224 · Giftworks On-Line Donations	2,983.33
6221 · Domains/Emails	20.00
6220 · Powder Magazine	361.16
<b>Total 6670 · Profesional Membership/Dues</b>	3,364.49
6520 · Temporary Salaries	3,148.76
7000 · Volunteers	298.12
<b>Programs &amp; Special Events</b>	
6750 · Public Programs/Special Events	92.00
6752 · Site Promotion	168.32
<b>Total Programs &amp; Special Events</b>	260.32
<b>Total FORT SUPPORT</b>	10,774.36
<b>OTHER ALLOCATIONS</b>	
6380 · Insurance	877.00
<b>Total OTHER ALLOCATIONS</b>	877.00
<b>Total Expense</b>	42,664.64
<b>Net Ordinary Income</b>	11,183.08
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
8011 · Loss/Gain on Vanguard Acct.	-15,413.23
<b>Total Other Expense</b>	-15,413.23
<b>Net Other Income</b>	15,413.23
<b>Net Income</b>	26,596.31

**FRIENDS OF FORT FISHER**  
**BUDGET (July 1-June 30)**  
**2024-2025**  
**Fiscal Year**

<b>GL #</b>	<b>INCOME:</b>	<b>Actual YTD 2023-2024</b>	<b>Proposed Budget 2024-2025</b>	<b>12/31/24 YTD YTD</b>	<b>YTD -Budget Unused</b>
28625	Paver Sales		500		500
40111	Raffle	2,105			
4011	Donation Box	2,452	10,000	212	9,788
4016	Contributions	9,580	10,000	8,805	1,195
4060	Local Government Support	5,000	8,300	8,335	
40151	Penny Press	649	1,500		1,500
40152	Vending	806	1,000	685	315
7030	Points Redeemed (Credit Card Purchases)				0
	Museum Store Transfers	-29,192	-12,890	-34,065	
	<b>Gross Income</b>	<b>-8,601</b>	<b>18,410</b>	<b>-16,028</b>	<b>34,438</b>
					0
	Operating Expenses	7,217	10,350	6,845	3,505
	Fort Support	9,400	13,800	7,790	6,010
	<b>Total Expenses</b>	<b>16,617</b>	<b>24,150</b>	<b>14,635</b>	<b>9,515</b>
	<b>Net Income</b>	<b>-25,218</b>	<b>-5,740</b>	<b>-30,663</b>	

<b>GL #</b>	<b>Bookstore</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>12/31/24 YTD YTD</b>	<b>YTD -Budget Unused</b>
4000	Income	49,577	75,000	31,995	43,005
5010	Cost of Merchandise	20,666	30,000	33,958	-3,958
5015	Credit Card Merchant Fees	7,487	5,000	4,073	927
	<b>Gross Income</b>	<b>21,424</b>	<b>40,000</b>	<b>-6,036</b>	
	<b>Expenses</b>				
6680	Payroll-Bookstore Manager	46,140	46,140	24,260	21,880
6683	Payroll-Bookstore Asst.		0		
6682	Payroll Taxes	3,371	3,500	1,856	1,644
6619	Payroll Service	771	800	323	477
6611	Internet Service	296	850	414	436
6610	Postage	15	100		100
6820	Shipping		0		
6617	Supplies	23	500	18	482
6825	Bookstore Softw(QuickBooks)		0	535	-535
6626	Bookstore Software (Clover)		1,000	623	
6835	Escrow Equipment Update				
	<b>Total Exp</b>	<b>50,616</b>	<b>52,890</b>	<b>28,029</b>	
	<b>Transfer to FOFF</b>	<b>-29,192</b>	<b>-12,890</b>	<b>-34,065</b>	

**FRIENDS OF FORT FISHER**

**BUDGET (July 1-June 30)**

**2024-2025**

**Fiscal Year**

<b>GL #</b>	<b>Operating Expenses</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>12/31/24</b>	
				<b>YTD</b>	
6655	Bookkeeper	1,448	2,000	851	1,149
6665	Accountant/Annual Renewal Fee	1,550	1,600	1,700	
6616	Insurance-Directors & Officers	854	900	877	23
6930	Meetings/Travel		500		500
6618	Office Supplies/Equipment	996	1,000	33	967
6580	Administrative Officer-Payroll		0		
6583	Administrative Officer-Payroll Tax		0		
6880	Clerical Support	250	250		250
6502	Donor Cultivation/Renewals	173	500		500
6060	Bank Fees (Bank, Sollicitation)	346	500	400	100
6761	Campaign Events		500		500
6665	Gift Software	1,600	1,600	2,983	
6675	Computer		1,000		

<b>Total FOFF Operation Expenses</b>	<b>7,217</b>	<b>10,350</b>	<b>6,845</b>
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<b>GL #</b>	<b>Fort SUPPORT</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>12/31/24</b>	
				<b>YTD</b>	
6752	Site Promotion	169	500	168	332
6770	Civil War Trail Membership	200	200	200	0
6781	Exhibits	170	250		250
6719	Maintenance/Repairs	1,300	1,500	2,139	-639
6620	Printing	49	250	1,098	-848
6520	Halloway Interperter	5,254	6,300	3,149	3,151
7000	Volunteer Recognition		500	298	202
6750	Programs/Activities	988	1,000	92	908
18625	Paver Costs	231	500	-?-	500
6760	Site Manager (Discretionary)	482	1,000	266	734
6220	Powder Magazine	509	800	361	439
18670	Raffle Expenses	48	0		
6228	Website Cost		500	20	480
6780	Site Improvements		500		500

<b>Total FOFF Site Support Expenses</b>	<b>9,400</b>	<b>13,800</b>	<b>7,790</b>
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**Bank Balances:** 12/31/24  
 Bank of America 73,306.45  
 Truist Bank 150,945.90

**Investment Balance:** 12/31/24  
 Vanguard Investments 268,050.11