

Spring Point Ledge Lighthouse

Latitude: N43°39'07" Longitude: W-70°39'26"



Annual Report 2013

Message from the Chairman



2013 was a very busy, very exciting year for the Spring Point Ledge Light Trust. We enjoyed record numbers of visitors, our strongest financial performance in the Trust's history, and accomplished several maintenance goals. Treasurer John McClean presents the details in our financial report beginning on Page 7. Our financial performance each year is critical, since the Trust receives no outside funding from state, federal, or local governments. We do apply for, and occasionally receive, grants from various charitable trusts and foundations, which provide funding for maintenance and other purposes.

As part of our mandate to make the lighthouse accessible to the public and to educate visitors about the history of the lighthouse

and its role in Portland harbor, the Trust opens the lighthouse for tours every weekend during the summer and early fall months. This year we hosted over 3000 visitors, an increase of over 1000 compared with 2012. We also saw an increase in the number of bus and cruise ship tours, as well as by local groups such as bicycle tours. In addition, the lighthouse hosts class visits by history students from nearby Southern Maine Community College.

As always, the Trust could not function without the participation of its Trustees and our many volunteers from within the surrounding communities. Our volunteers, lighthouse enthusiasts all, have put in countless hours leading tours, working in our new ticket shed, and serving on our committees. On behalf of the Trust, thank you for all of your hard work and enthusiasm.

Each year, of course, the Trust struggles with attracting enough volunteers to ease the load on Trustees and our current over-worked staff. We hope to expand our community outreach in 2014 and recruit enough additional volunteers to allow us to have more open house dates and better accommodate the numerous requests for

special tours. We improved and expanded our day-long volunteer training and continue to seek feedback from our volunteers to improve the quality of the training curriculum. Not only do we seek feedback immediately following the training session, but in November we held a luncheon on the SMCC campus to bring volunteers and Trustees together to thank them and to solicit feedback from everyone on how we can expand educational opportunities and better manage our open house events.

The Trust was also fortunate to have the support of open house sponsors Saco & Biddeford Savings and DiMillo's Floating Restaurant. Their financial support is critical to fulfilling our mission and we are deeply grateful. In addition, Ms. Angela Varipatis, with the participation of the local Greek community in South Portland, held a fundraiser on behalf of the lighthouse in June, raising over \$1200 and giving everyone who attended a mouthwatering taste of Greek delicacies. Over thirty people attended and we are grateful for Ms. Varipatis' support on our behalf and for the support of all who attended.

On the maintenance front, the Trust accomplished the remainder of scheduled painting, tackled a water leak in the lantern room, and installed in the galley a new reproduction cabinet built by a

local craftsman. In 2014, we will initiate a comprehensive engineering study to determine the structural integrity of the lighthouse and set priorities for maintenance. You'll find additional details in the maintenance section of this report.

As part of our public communications outreach, 2014 will also see a new web site built to replace the current one, which is outdated and difficult to edit. Our Facebook page, which was initiated in December 2010, is now approaching 600 "Likes" and is one of our most popular and effective means of communicating with our lighthouse enthusiasts. The Trust will be looking for ways to further leverage our communication efforts with the general public.

2014 offers the promise of additional challenges for the Trust, but also the opportunity to take advantage of things learned in previous years. With the economy showing signs of improvement and visitors yielding to the pent-up demand for travel, 2014 could be an even busier year than last. The Trust is confident that with the support of our Trustees and volunteers and the local business community we will meet our primary goal...to keep the light burning.

Keith R Thompson, Chairman
28 February 2014



Maine Open Lighthouse Day

As it has each year, Spring Point Ledge Lighthouse was a participant in Maine Open Lighthouse



Day on September 14th, one of 21 lighthouses open to the public for this annual event. Maine Open Lighthouse Day is sponsored by the Maine Office of Tourism, the U.S. Coast Guard, and the American Lighthouse Foundation and attracts between 15,000



and 18,000 visitors each year. It offers the public an opportunity to enter and explore these lighthouses, many of which, unlike Spring Point Ledge lighthouse, are not generally open to the public. Of 47 caisson-style lighthouses built in the United States, Spring Point is the only one accessible to the public by land via the breakwater.

This year, the Spring Point Ledge Lighthouse hosted 432 people who actually entered the lighthouse and many more who simply enjoyed the view of the lighthouse from the breakwater. Visitors learned about the history of the lighthouse and its role in Portland harbor and enjoyed a beautiful



afternoon of fresh air and sunshine. From the top of the lighthouse, guests could see cruise ships, ferries, lobster boats, and tug boats. Admission to the lighthouse is free for visitors on Maine Open Lighthouse Day.

Spring Point's open house was sponsored by DiMillo's Restaurant in Portland, whose support is greatly appreciated.

Committee Reports

Operations Committee

Carolee Pojak, Committee Chair

The Operations Committee had its hands full during 2013, as it was the focal point of volunteer recruitment and training, volunteer scheduling, open house scheduling, bus tours, and operation of the ticket shed and merchandise sales. The Trust's Vice Chair, Carolee Pojak, headed up the committee and was largely responsible for its many successes.

Committee members Patty League, Alexandra Bennett, Linnea Farrar were also instrumental in the committee's accomplishments.

The Ops Committee recruited over 20 volunteers to assist with the open house events and ticket shed operations. A day-long training session was held June 8th on the campus of Southern Maine Community College to ensure that our volunteers were prepared for the first lighthouse opening the following weekend. The committee also established an online scheduling system that allowed volunteers to sign up for weekend open house events. This made the scheduling process much more automated and smoother than previous years.

As mentioned elsewhere in our Annual Report, the Ops Committee had to deal with a record number of visitors in 2013 and enjoyed the first full summer of operations in the new ticket shed that

saw merchandise and ticket sales set new records for the Trust. There also were more bicycle and bus tours and more tours by passengers arriving by cruise ship.

Informal surveys of our visitors by the Ops Committee and their volunteers found that over 70% of our visitors arrived at the lighthouse solely due to the eleven signs that were placed at strategic locations throughout South Portland each weekend to guide them to our lighthouse. We also benefited from publicity generated through our Facebook page.

In December, the Ops Committee organized a very successful Christmas lighting event that attracted over 30 people to enjoy hot refreshments and cookies and witness the new Christmas lights on the lighthouse being illuminated for the first time in 2013 to kickoff the holiday season.

For 2014, the ticket shed operations will be transferred to the Finance Committee to ease the Ops Committee's workload and introduce a new Point of Sale system. Efforts will also be coordinated with the Communications Committee to capture as much information as possible about our visitors to allow us to tailor our message and outreach and attract even more guests to our lighthouse in 2014 and beyond.

Summer storm clouds form a backdrop for the lighthouse and a tanker entering the anchorage.



Communications Committee

June McClean, Committee Chair

The Communications Committee of 2013 consisted of Alexandra Bennett, Rosemarie De Angelis, Edward Leger, June McClean, Carolee Pojak, Jayme Proctor, and Keith Thompson. This year the committee continued evaluating what works and improving its outreach to the community.

We converted our newsletter from print to email. However, except for board members only a few people who received it opened it. People are using Facebook now, and so our emphasis switched to that. Our Facebook page was continuously updated with news, photos and tidbits about the lighthouse. This effort was rewarded with hundreds of likes. Our website is outdated and hard to edit, and it will be a major focus of effort in the coming year.

The lighthouse had publicity on the Southern Maine Community College Campus from an article written by a student and an ad listing the openings. Carol Hammond of Hammond Marketing ably handled press releases for local media outlets. New rack cards were designed and printed and distributed to area hotels. We used postcard-sized handouts to publicize openings, but in 2014 we will try something more colorful and easier to carry around such as bookmarks.

Volunteers at the sales booth asked visitors how they heard about the lighthouse and learned that most of them came because they saw our roadside signs. As our signs were starting to fall apart, we had new ones made on studier frames.

The committee realized that it is important for everyone to use a consistent defined language for communications about the lighthouse and the trust. One thing to convey is the fact that the trust receives no financial support from any federal or state agency, Southern Maine Community College, or the South Portland Historical Society. We came up with the sentence, "We are supported only by ticket sales, public donations, grants and fundraising efforts." We are also reviving our slogan, "Step into History."

Maintenance Committee

Ross Ketchum, Committee Chair

Maintaining a 118-year old structure in a salt water environment is not for the faint-hearted...or the poor. Add in constraints and strictures imposed by the lighthouse's designation as an historical building held in trust for the public and one quickly gets a glimpse of the challenges facing the Spring Point Ledge Light Trust in fulfilling its mandate to protect and preserve the lighthouse.

The Trust made considerable headway on maintenance issues during 2013. In May, thanks to permission from the Davis Family Foundation to use a portion of a previous 2012 maintenance grant, the Trust painted the cast iron floors of the watch room and the lantern room to protect both from further corrosion. The lantern room floor, in particular, was *The reproduction cabinet installed in the galley.*



subject to corrosion from a significant rainwater leak. Due to the floor's eastward tilt of approximately 2.5 degrees, the water that entered the lantern room collected on the side near the hatch, causing corrosion of the floor and the base of the wall.

During the summer, trustees made several attempts to stop the leak by using marine-grade caulk to seal around the windows and the hatch leading

to the uppermost gallery. While the leak was slowed somewhat, it still persists and is considered by the maintenance committee to be of a very high priority for repair. During the same project, the trust also had the interior steel ladders in the assistant keepers' quarters and the watch room painted and marked with yellow safety markings. With this project complete and the exterior completely painted



Scott Dyer of Custom Float Services prepares for the hoist.

during 2012, the lighthouse is in excellent condition to weather the elements in the near future.

In late 2012 the Trust commissioned local craftsman H.N. Fielding of Scarborough, Maine, to create

John McClean and Peter Dion remove the broken davit.



a reproduction of an original cabinet that had been removed from the galley by the Coast Guard to facilitate the installation of the underwater electric cable. The cabinet was completed in early 2013 and installed in the galley in June. The cabinet is of superb workmanship and is a welcome addition to our efforts to recreate the look and feel of an early twentieth-century lighthouse. The cabinet was transported to the lighthouse using a boat and assistance generously provided by Custom Float Services of Portland.

While hoisting the new cabinet onto the main gallery last summer, the davit being used broke. Former Maintenance Committee chair Peter Dion arranged to have the davit repaired through a generous donation of labor by DSM Metal Fabrications in Biddeford, Maine.

The Trust in 2013 received a \$5000 grant from the Morton-Kelly Charitable Trust as partial funding of an extensive engineering study of the lighthouse to compile a thorough assessment of the structural integrity of the building. The results of the study will enable the Trust to establish priorities for maintenance projects, determine the exact parameters of each maintenance project, and enable the Trust to issue more accurate requests for bids when the projects receive funding. The Davis Family Foundation has graciously allowed the Trust to use the remainder of their 2012 grant to complete the funding for the study.

The engineering study will be undertaken in Spring of 2014 by Becker Structural Engineers of Portland. An additional ultrasound assessment of the caisson will be undertaken by Ocean Technical Services of League City, Texas. Peter Dion is the coordinating marine engineer for the project.

Finally, in December the old incandescent Christmas lights used on the lighthouse were replaced with new, brighter LED lights. The LEDs will reduce the electrical load on the lighthouse while providing less breakage and shorting due to rain and snow.

The Trust plans to proceed with other preservation and restoration projects as indicated by the engineering study and will actively seek grants and other sources of funding for the projects.

Treasurer's Report

Spring Point Ledge Light Trust Financial Report for 2013

*John McClean, Treasurer
Finance Committee Chair*



Angela Varipatis, front, during her Greek dinner fundraiser.

Spring Point Ledge Light Trust (SPLLT) finances are on a very sound footing as SPLLT spent less in expenses in the General Fund than it received in revenues in 2013 for this fund. The Board of Trustees and volunteers worked hard in 2013 to make this happen.

The General Fund (GF) is for operating expenses and the Reserve Fund (RF) is for major projects, mainly maintenance to the Lighthouse.

SPLLT started the year off with a strong balance sheet. The balance of funds as of January 1, 2013, was \$37,291.45 (\$9,806.53 in the GF and \$17,484.62 in the RF). The ending balance for all funds as of December 31, 2013 was \$33,158. The GF has \$11,010 and the RF has \$22,148. The ending balance in the RF includes \$8,500 paid back from the GF for money that was borrowed from it in 2012.

The total income for the GF was \$28,182. The expenses for the GF were \$18,479.

Most of the income came from the openings. SPLLT had the best year ever in the number of people going through the Lighthouse both on general openings and on bus/other tours. The total number

going through the Lighthouse was 3,520 (3,086 from regular openings and 434 from bus/other tours). Total revenue generated for the GF from openings was \$26,743. This consisted of \$11,665 from ticket sales, \$9,865 from merchandise sales, \$1,820 from bus/other tours, \$2,693 from donations, and \$700 from corporate sponsorships.

The large expenses were administrative supplies \$596, consultants \$400, grant writing Fees 1,623, liability & directors insurance \$2,691, memberships in other organizations \$495, printing/copying \$596, signs \$660, portable toilets for openings \$481, web site \$820, credit/debit card fees on items sold \$404, decorations (Christmas lights, banners, etc.) \$425, merchandise for sale \$4,497, sales booth supplies, etc. \$981, meeting expenses \$770, miscellaneous (legal fees for new Trust document) \$1,441 and State Treasurer for Maine sales tax \$507. All other expenses were less than \$400 each.

The total income for the RF was \$5,000. The expenses for the RF were \$9,636.

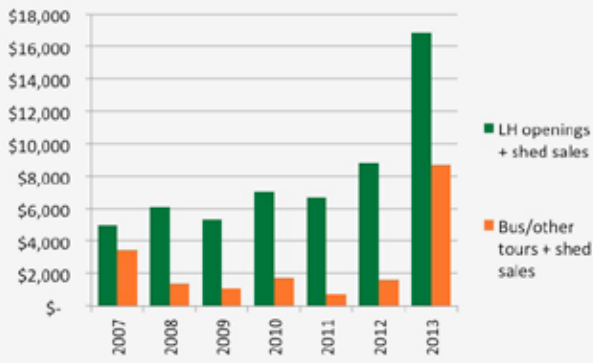
The RF received a \$5,000 grant from the Morton-Kelly Charitable Trust for the engineering study for the lighthouse. This grant was the sole income for the RF.

The large expenses were grant writing \$634; painting of stairs, ladders, and watch room and lantern room floors (\$7,300); and acquiring a reproduction kitchen cabinet for the lighthouse (\$1,623). All other expenses were less than \$400 each.

An early postcard featuring the lighthouse.

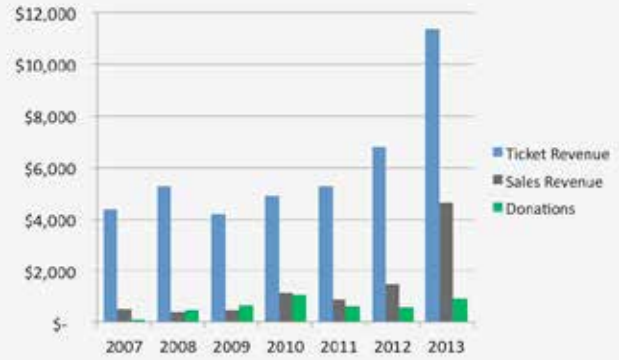


Revenue from Openings and Tours



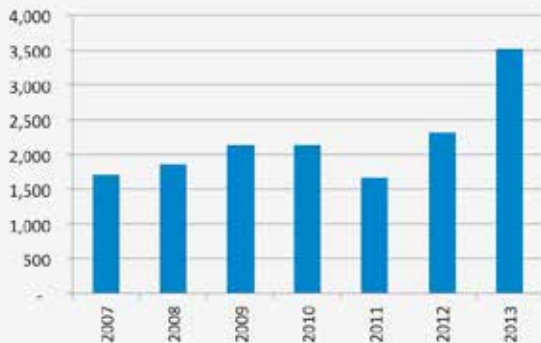
Total revenue, by source—2007-2013

Revenue from Lighthouse Openings



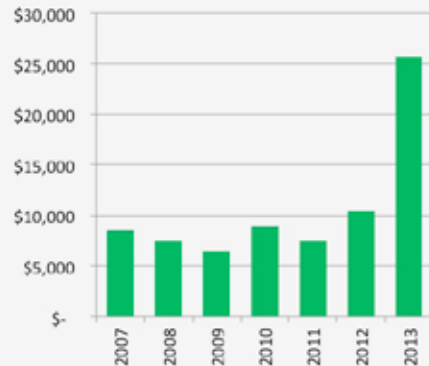
Total revenues, lighthouse openings—2007-2013

Total Number of Visitors to the Lighthouse



Total visitors—2007-2013

Total Revenue from Lighthouse Openings, Tours, and Shed Sales



Total revenue from all sources—2007-2013

Note: The dip in revenues and visitors in 2009 is, of course, directly related to the start of the recession in late 2008. The increase in sales revenue, which began in 2012 and accelerated markedly in 2013, is a reflection of the influence the acquisition of the ticket shed had on our visibility on-site and the increased ability to display and offer merchandise for sale. Sales figures represent some days when volunteers opened the shed despite the fact that no lighthouse-related activities were held. The Trust was also asked to open the shed to sell refreshments during the 2013 Tri-for-a-Cure event and other non-lighthouse related events.

Spring Point Ledge Light Trust

Balance Sheet

As of December 31, 2013

as reported by SPLLT's Quickbooks with Land/Buildings added

ASSETS

Current Assets

Checking/Savings

21082 Evergreen Credit Union

2108201 - Evergreen Credit Union - SS	\$	25.00
2108205 - Evergreen Credit Union - MM	\$	31,751.27
2108207 - Evergreen Credit Union - Check	\$	1,381.64
Cash	\$	-

Total 2013 - Evergreen Credit Union \$ **33,157.91**

Land/Buildings

Land	\$	1,270,500.00
Building	\$	800,000.00

Total - Land/Buildings \$ **2,070,500.00**

Total Current Assets \$ **2,103,657.91**

TOTAL ASSETS \$ **2,103,657.91**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

25500 - Sales Tax	\$	(680.63)
Total Other Current Liabilities	\$	(680.63)

Total Current Liabilities \$ (680.63)

Total Liabilities \$ (680.63)

Equity

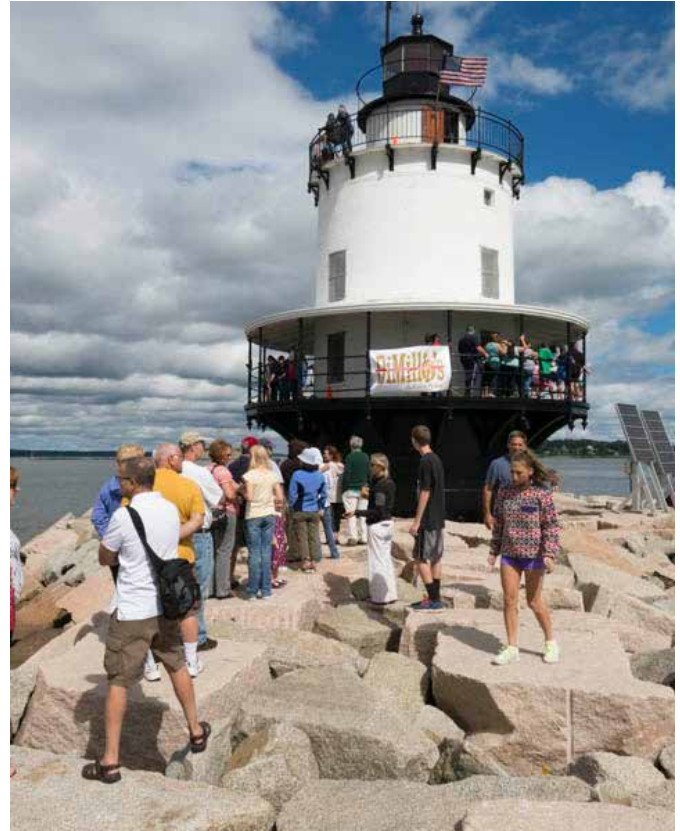
30000 - Opening Balance Equity	\$	40,421.33
3200 - Unrestricted Net Assets	\$	(13,158.25)
Net Income	\$	6,575.46
Land/Buildings	\$	2,070,500.00

Total Equity \$ 2,104,338.54

TOTAL LIABILITIES & EQUITY \$ **2,103,657.91**



The newly painted watch room floor.



Visitors wait to enter the lighthouse on Maine Open Lighthouse Day



Volunteers and Trustees at the "Thank you" luncheon.



Spring Point Ledge Light Trust
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*The Spring Point Ledge Light Trust is a
 501(c)(3) non-profit.*

Spring Point Ledge Light Trust

www.springpointledgelight.org

Keith R Thompson, *Chairman*

Alexandra Bennett, *Vice-Chair*

John McClean, *Treasurer*

June McClean, *Secretary*

June McClean, *Communications Committee*

Ross Ketchum, *Maintenance Committee*

Kathy Durham, *Operations Committee*

John McClean, *Finance Committee*

