Ponce de Leon Inlet Lighthouse Preservation Association

Annual President's Report: Fiscal Year 2025-2026

The Ponce De Leon Inlet Lighthouse Preservation Association works diligently to achieve its mission of preserving and disseminating the maritime and social history of the Ponce Inlet Light Station each fiscal year. The following report outlines the work completed during the fiscal period from October 1, 2025, through September 30, 2026.

While this document outlines scheduled and non-scheduled work completed by the Preservation Association during FY 2025-2026, it should not be considered a complete overview of all work completed. Ordinary day-to-day activities associated with ongoing preventative maintenance and facility upkeep are included in the maintenance department report beginning on page 15.

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Brief History of the Ponce De Leon Inlet Light Station Museum & Constance D. Hunter Historic Pacetti Hotel Museum

Ponce De Leon Inlet Light Station

The Ponce de Leon Inlet Lighthouse began as the Mosquito Inlet Lighthouse with the purchase of ten acres of land on March 21, 1883. The lighthouse tower design was based on Light-House Board standard plans with modifications made for the specific site. The lantern room was based on the design used at Florida's Fowey Rocks Lighthouse. Tragically, Chief Engineer Orville E. Babcock and three others drowned in the inlet when construction began in 1884. Despite this setback, the tower was completed three years later in 1887.

Keeper William Rowlinski first lit the kerosene lamp in the first-order fixed Fresnel lens (made by Barbier et Fenestre in Paris in 1867) on November 1, 1887. The new light could be seen 20 miles to sea.

Rowlinski, a Russian immigrant, served until 1893 when he transferred to a lighthouse in South Carolina. When he retired in 1902, he purchased a house on the Halifax River right next to his old lighthouse at Mosquito Inlet. Thomas Patrick O'Hagan, a staunch Irish Catholic, succeeded Rowlinski as principal keeper and moved to the light station with his wife and four children. O'Hagan would have seven more children before moving on to the Amelia Island Light Station in 1905.

In 1897, during Keeper O'Hagan's tenure, author Stephen Crane was shipwrecked offshore. Crane was aboard the Commodore, a gun-running steam tug that was carrying munitions and supplies to aid Cubans who were rebelling against Spanish rule of their island. The Commodore sank about 13 miles off the Florida coast. The only thing visible to the survivors was the lighthouse beacon at Mosquito Inlet. Stephen Crane was traveling as an undercover correspondent for the New York Post, which published his account of the sinking. This newspaper report formed the basis of Crane's famous short story, "The Open Boat."

John Lindquist, a Swede, became principal keeper in 1905 and served here until 1924. In 1907, a new well was dug, and a windmill with a water tank tower was built to provide a more reliable water supply. The windmill never worked properly and was removed in 1914. A new cedar water tank was installed on the windmill tower. A small pump house was added to house a gasoline-powered water pump. In 1909, the kerosene lamp in the tower was replaced by an incandescent oil vapor (IOV) lamp.

The 1920's were a period of great change at the Mosquito Inlet Lighthouse. The Lighthouse Service added bathrooms and indoor plumbing to all the keepers' dwellings in 1921. In 1923, under Principal Keeper Charles Leslie Sisson, a new generator was installed in the pump house and electricity was brought into the keepers' homes for the first time. In 1927, the name of Mosquito Inlet was officially changed to Ponce de Leon Inlet for real estate and tourism purposes. The Lighthouse Service agreed to change the name of the Mosquito Inlet Light Station to match the inlet.

John Belton Butler became principal keeper in 1926, and in August 1933, the tower light was electrified with a 500-watt electric lamp. At the same time, the original first-order fixed lens was replaced by a third-order revolving, flashing lens. The positions of the assistant keepers were abolished, but a "relief keeper" was stationed here to lend a hand. After Edward Lockwood Meyer became principal keeper in 1937, a radio beacon was established in the first assistant keeper's dwelling on the south side of the light station.

In 1939, the lighthouse was transferred from the abolished Lighthouse Service to the Coast Guard, and Edward Lockwood Meyer, the last civilian keeper at this station, joined the Coast Guard. During World War II, the keepers' families left the light station, and the buildings were turned into barracks for the Coast Guardsmen who maintained the radio beacon, the light in the tower, and stood watch against enemy submarines and aircraft.

After the war, families moved back, but by 1953, the lighthouse was completely automated, and the keepers and their families left for the last time. In 1970, the Coast Guard abandoned the old light station and established a new light at the Coast Guard station on the south side of the inlet. Vandals did much damage to the light station, but two years later as the result of work by concerned citizens, the abandoned property was deeded to the Town of Ponce Inlet.

In 1972, the Ponce de Leon Inlet Lighthouse Preservation Association was founded as a non-profit organization to restore and operate the property as a museum. In 1972, the light station was listed on the National Register of Historic Places as one of only a handful of 19th-century light stations to have all its original buildings still intact.

Through the efforts of the Preservation Association's dedicated volunteers, the damage done by vandals was reversed, and full restoration began. Preservation Association volunteers also began reviving the lost arts of classical Fresnel lens repair and restoration, establishing a reputation for their skills that the Coast Guard soon recognized. In 1982, a new tower balcony replaced the crumbling one, and the lantern light was restored to active service. The three keepers' dwellings now house exhibits on many aspects of lighthouse history. In 1998, the Light Station was designated a National Historic Landmark.

In 1995, the first-order Fresnel lens from the Cape Canaveral Lighthouse was restored and placed on display in the new Ayres Davies Lens Exhibit Building. The original first-order lens from the Ponce Inlet Lighthouse was restored and put on display in 2003. In April 2004, restoration work on the third-order Fresnel lens was completed, and this rotating lens was returned to the lantern room at the top of the tower. The Ponce de Leon Inlet Lighthouse is now listed as a private operational aid to navigation.

Over the years, the Preservation Association has continued to maintain and conserve the site, expand its world-class collection of lighthouse artifacts, construct additional buildings, and provide free educational programming to its community.

Ponce De Leon Inlet Lighthouse Preservation Association, Inc.

Alarmed by the Light Station's rapid deterioration and rumors that the buildings and tower might be torn down, a group of concerned Ponce Inlet residents stepped forward to urge the newly incorporated Town of Ponce Inlet to acquire the property to save it. The Town agreed to the request with one major stipulation: a non-profit organization must be formed to assume full responsibility for the restoration, preservation, and management of the site at little or no cost to the municipality.

On June 2, 1972, the Department of the Interior officially transferred ownership of the Lighthouse Reservation to the Town of Ponce Inlet. The not-for-profit 501(c)(3) Ponce de Leon Inlet Lighthouse Preservation Association was officially incorporated less than two weeks after the transfer of ownership was completed. The all-volunteer organization immediately began the seemingly insurmountable task of bringing the light station's buildings, grounds, and tower back to their former glory. Sources for funding the Association's early restoration efforts were scarce. The Association raised funds through donation drives, 25¢ admission fees, and the sale of homemade souvenirs. Receiving little to no monetary support at the local, state, or federal level, the Association gathered materials for ongoing restoration projects from a variety of sources including local businesses, its members' garages, and even trash bins. What these dedicated individuals accomplished, given the Association's limited resources, was nothing short of amazing.

Our community has watched the Ponce de Leon Inlet Lighthouse Preservation Association grow far beyond its humble beginnings into the professional, volunteer-supported nonprofit it is today. Well-known for its ground-breaking accomplishments in the fields of historic preservation, Fresnel lens restoration, public education, and museum development, the Ponce de Leon Inlet Lighthouse Preservation Association has become one of the nation's most highly regarded lighthouse preservation groups.

The museum's day-to-day operations are managed by professional staff; however, governance of the organization remains the sole responsibility of the Association's all-volunteer Board of Trustees which is made up of eleven Ponce Inlet residents committed to the ongoing preservation and dissemination of the historic Ponce Inlet Lighthouse. This dedicated group is assisted in its endeavors by an Advisory Committee comprised of like-minded Town residents. Working together with museum staff and program volunteers, the Board of Trustees and Advisory Committee works diligently to achieve the Association's ongoing mission to preserve and disseminate the maritime and social history of the Ponce Inlet Lighthouse initially set forth by its founding members nearly half a century ago.

Since its inception, the Preservation Association has remained committed to the continued restoration and maintenance of this historic property. The Association is renowned not only for its restoration expertise, but also for its commitment to furthering the cause of historic preservation. Museum staff completes the organization's work after extensive training in historic masonry restoration and 19th-century construction techniques. All restoration work at the Light Station is carried out under the guidance of the Federal Standards for Rehabilitation of Historic Properties.

The Association has completed millions of dollars' worth of preservation and restoration work to the historic light station over the past 50 years and has increased the overall value of the site with the construction of several modern structures, including the Ayres Davies Lens Exhibit Building, the Gift Shop and Conference Building, the Rest Room/Group Entrance Facility, and the Administration Building. Restored by trained Association employees and/or licensed contractors, the once dilapidated keepers' dwellings and outbuildings are now home to one of the nation's most comprehensive lighthouse museums. All improvements have been completed by the Preservation Association at little or no cost to the Town of Ponce Inlet's residents, who are admitted free of charge.

Although government grants have been pursued in the past to help fund major projects, the light station has operated with zero tax-funded support at the local, state, or federal level for more than a decade. The organization's many successes have been achieved with minimal financial assistance from the public sector. 100% of the museum's annual operating budget is generated entirely in-house through gift shop merchandise sales, daily admission fees, annual membership dues, and private/corporate donations.

Welcoming nearly 150,000 visitors annually, the Ponce de Leon Inlet Light Station remains a cornerstone of the Halifax area's tourism-driven economy. Voted Daytona's Best Learning Experience by the Daytona Beach Area Convention and Visitors Bureau, the Preservation Association is highly regarded not only for its exhibits and historic structures but for its exceptional educational programs as well. Provided free of charge to all Volusia County school groups, this important element of the Association's ongoing mission has been praised by educators throughout the local community and serves as a benchmark for lighthouse organizations nationwide.

Now in its 53rd year of existence, the Ponce de Leon Inlet Lighthouse Preservation Association looks to the future, ready to meet tomorrow's challenges with the same determination and conviction that has served it so well in the past. With your support, this important National Historic Landmark will continue to shine for many more generations.

Constance D. Hunter Historic Pacetti Hotel Museum

The Pacetti Hotel, located on South Peninsula Drive directly across from the lighthouse, played an important role in the development of both the light station and the Town of Ponce Inlet (formerly known as Pons Park) itself. Commonly referred to as the Pacetti House, Pacetti Hotel, or Pacetti Boarding House, the history of this nineteenth-century structure, the land it sits on, and the lives of those who built, lived in, and frequented it are inexorably linked to that of the lighthouse, its keepers, and the families who once called the light station home.

In the mid-1860s, Bartola Pacetti constructed a small two-room house for his wife Martha on the north bank of Mosquito Inlet. The idea of turning the small home into a hotel came from an itinerant artist named William Aiken Walker who often camped on the Pacetti family's property. Walker reportedly urged Bartola and Martha to build a hotel that catered to the region's growing tourist trade, believing the rich fishing grounds less than a stone's throw from the Pacetti's front porch would draw sportsmen and tourists in great numbers.

The opportunity to construct the resort finally presented itself when the US Light-House Establishment offered to buy ten acres of land from the Pacetti family for a new light station at Mosquito Inlet. The Pacetti's sold the acreage to the US Government in 1883 for $400. From the sale of this land, Bartola and Martha Pacetti completed the construction of the Pacetti Hotel. In February, a small work party arrived to begin the construction of the new lighthouse facility. Some of these workers possibly slept in the recently completed hotel, at least until bunkhouses could be built nearby.

Although the $400 earned from the sale of the ten acres proved to be a financial windfall for the Pacetti family, the transaction was not without negative consequences. Bartola and Martha's son Henry was seriously injured while working as a laborer for the lighthouse construction crew. While moving building materials from the riverbank to the work site, a load of bricks fell, pulling on a rope that was wrapped around the young man's leg. The damage was severe, and doctors were forced to amputate the limb. Complications from the procedure eventually cost Henry his life in 1886. Bartola followed his son to the grave in 1898.

The popularity of the Pacetti establishment continued to grow under Martha's care as news of the wonderful fishing opportunities afforded by the nearby waterways and Mrs. Pacetti's hospitality spread. By 1900, the hotel had grown to include numerous guest bedrooms, a large kitchen, a parlor, a dining hall, and a sweeping front porch that afforded visitors an unobstructed view of Ponce Inlet and the Halifax and Indian Rivers. Travelers and outdoor enthusiasts from across the country flocked to the world-famous fishing resort, attracted not only by glowing reports of the establishment's knowledgeable fishing guides but also by Martha's reputation as an excellent cook.

Martha Pacetti eventually passed away in 1917. After her death, the Pacetti Hotel's popularity steadily declined, and it slowly fell into disrepair. Olivia Gamble, daughter of James Gamble, purchased the derelict property in 1936 in memory of her father, who loved to visit the Ponce Inlet area. Olivia is credited with saving the historic structure by financing extensive repairs to the hotel that she later used as a guest house for her family and friends.

Cincinnati socialites Carl Louis Nippert and his wife Louise inherited the Pacetti property following Olivia Gamble's death in 1961. Heirs to the Gamble fortune, the Nipperts frequented the Pacetti Hotel on many occasions and were considered warm, welcoming, and well-respected members of the local Ponce Inlet community. In addition to inviting friends to visit the hotel for dinner parties and relaxing stays, the couple also opened their doors to the entire roster of their professional baseball team, the Cincinnati Reds. Town residents were amazed by the parade of famous ball players strolling along the quiet tree-lined streets of their seaside community at the end of the team's annual spring training.

The Preservation Association's first Executive Director and founding member, Ann Caneer, served as the property's caretaker from 1970 until 2010. Ownership of the Pacetti Hotel was transferred to the Greenacres Foundation shortly after Louise Nippert's death on July 23, 2012. The property remained vacant for the next seven years.

In September 2019, the Ponce De Leon Inlet Lighthouse Preservation Association was provided with the long-awaited opportunity to acquire the historic hotel from the Green Acres Foundation. Acquiring this cultural site would not only save one of Volusia County's most endangered historic places but also significantly enhance the museum's ability to interpret the Ponce de Leon Inlet Light Station in more meaningful detail. The closing date for this real estate transaction is October 7, 2019.

The Ponce De Leon Inlet Lighthouse Preservation Association launched an ambitious multi-year plan in 2020 to restore, preserve, rehabilitate, and develop the Pacetti Hotel into a public museum. The Association received significant support for this endeavor through a two-million-dollar grant from the Paul B. Hunter and Constance D. Hunter Charitable Foundation, which agreed to fund the project in exchange for naming rights for the museum in honor of its founder, Constance D. Hunter.

The Constance D. Hunter Historic Pacetti Hotel Museum took more than four years to complete and officially opened to the public in the summer of 2024.

Gift Shop Report for Fiscal Year 2025-2026

Gift Shop Operations Summary: FY 2025-2026

Gift Shop Staffing: The gift shop typically employs up to fifteen personnel at various times throughout the year, depending on the season and the museum's posted hours of operation. The gift shop's annual staff roster generally consists of one regular full-time manager, one regular full-time assistant manager, six regular part-time sales associates, and up to four additional part-time seasonal sales associates.

1. *Gift Shop Manager:* Oversees all facets of the gift shop's ongoing operations, including market research, merchandise selection and purchasing, product merchandising, inventory control, customer service, loss prevention, online sales, shipping, recordkeeping, financial accounting, and staff supervision and training.
2. *Assistant Gift Shop Manager:* Assists the Gift Shop Manager in the completion of the department's assigned duties and responsibilities and supervises the gift shop's staff and operations in the manager's absence.
3. *Gift Shop Sales Associate(s):* Welcomes guests, answers questions, and performs a variety of retail functions, including the processing of merchandise and admission sales, private donations, and annual new/renewed memberships; organizing and stocking sales floor displays; and loss prevention.

Museum Days/Hours of Operation: Both the Ponce de Leon Inlet Lighthouse Museum and Constance D. Hunter Historic Pacetti Hotel Museum are open daily to the public from 10:00 am to 9:00 pm from Memorial Day through Labor Day and from 10:00 am to 6:00 pm for the remainder of the year. Both museums are closed on Thanksgiving and Christmas Day. Special hours of operation are scheduled on specific days throughout the year in accordance with local events, holidays, and unique onsite offerings that generate higher-than-normal visitation.

Museum Admission Category Classification System: The Association classifies each type of admission according to the three independent factors listed below:

1. ***Museum(s) Visited***: Guests can choose to visit the Ponce Inlet Lighthouse Museum (Lighthouse Ticket), the Constance D. Hunter Historic Pacetti Hotel Museum (Pacetti Hotel Ticket), or both museums together (Combination Ticket).
2. ***Free or Paid***: Current admission types include general paid admission for adults and children and free admission for adults and children. Free admission categories include Association member, Ponce Inlet resident, and complimentary.
3. ***Visitor Age:*** The Association defines adults as anyone from 12 years of age and up, children as minors between the ages of 3 and 11 years, and infants as minors between the ages of 0 and 2 years.

Museum Admission Categories: The Association's list of current admission categories includes the following:

1. ***General Lighthouse Admissions*** *(ADMADL, ADMKID):* All general Ponce Inlet Lighthouse admissions for adults and children. Priced at $6.95 for adults, $1.95 for children.
2. ***General Pacetti Hotel Admissions*** (*ADMPHA, ADMPHC*): All general Pacetti Hotel Museum Admissions for adults and children. Priced at $5.00 for adults, $1.00 for children.
3. ***Ponce Inlet Resident Lighthouse Admissions:*** *(ADMPIA, ADMPIC):* All Ponce Inlet resident admissions to the Ponce Inlet Lighthouse for adults and children. Priced at $0 for adults, $0 for children.
4. ***Ponce Inlet Resident Pacetti Hotel Admissions:*** *(ADMPAR, ADMPCR):* All Ponce Inlet resident admissions to the Pacetti Hotel Museum for adults and children. Priced at $0 for adults, $0 for children.

5. ***Preservation Association Member Lighthouse Admissions:*** *(FREAME, FRECME):* All member admissions to the Ponce Inlet Lighthouse for adults and children. Priced at $0 for adults, $0 for children.
6. ***Preservation Association Member Pacetti Hotel Admissions:*** *(FREPAM, FREPCM):* All member admissions to the Pacetti Hotel Museum for adults and children. Priced at $0 for adults, $0 for children.
7. ***Free Lighthouse Admissions:*** *(FREADL, FREKID):* Includes all other free admissions to the Ponce Inlet Lighthouse for adults and children. Priced at $0 for adults, $0 for children.
8. ***Free Pacetti Hotel Admissions:*** *(FREPHA, FREPHC):* Includes all other free admissions to the Pacetti Hotel Museum for adults and children. Priced at $0 for adults, $0 for children.

Monthly Admissions Summary by Type: FY 2025-2026

The following tables show the total number of monthly Ponce Inlet Lighthouse and Pacetti Hotel Museum admissions processed by the Preservation during FY 2025-2026, by month and type.

Fiscal Year 2025-2026 Lighthouse and Pacetti Hotel Monthly/Annual Admissions by Type

FY 2025-2026 Ponce Inlet Lighthouse Museum Admissions by Month/Type

ADM TYPE	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
ADMADL	5,638	5,343	6,749	6,856	8,156	10,636	7,611	6,740	8,581	9,010	6,120	4,695	86,135
ADMKID	648	718	996	771	790	1,679	1,237	864	2,283	2,264	1,221	556	14,027
ADMPIA	32	42	59	58	32	49	43	43	47	55	52	25	537
ADMPIC	11	8	12	8	2	4	11	4	12	7	7	0	86
FREADL	54	72	79	64	74	89	41	208	52	47	37	7	824
FREAME	233	248	267	347	361	417	306	325	307	231	214	229	3,485
FRECME	10	5	19	16	12	15	16	20	33	15	16	7	184
FREKID	167	229	133	82	152	59	88	158	62	153	22	15	1,320
Month TTL	6,793	6,665	8,314	8,202	9,579	12,948	9,353	8,362	11,377	11,782	7,689	5,534	106,598

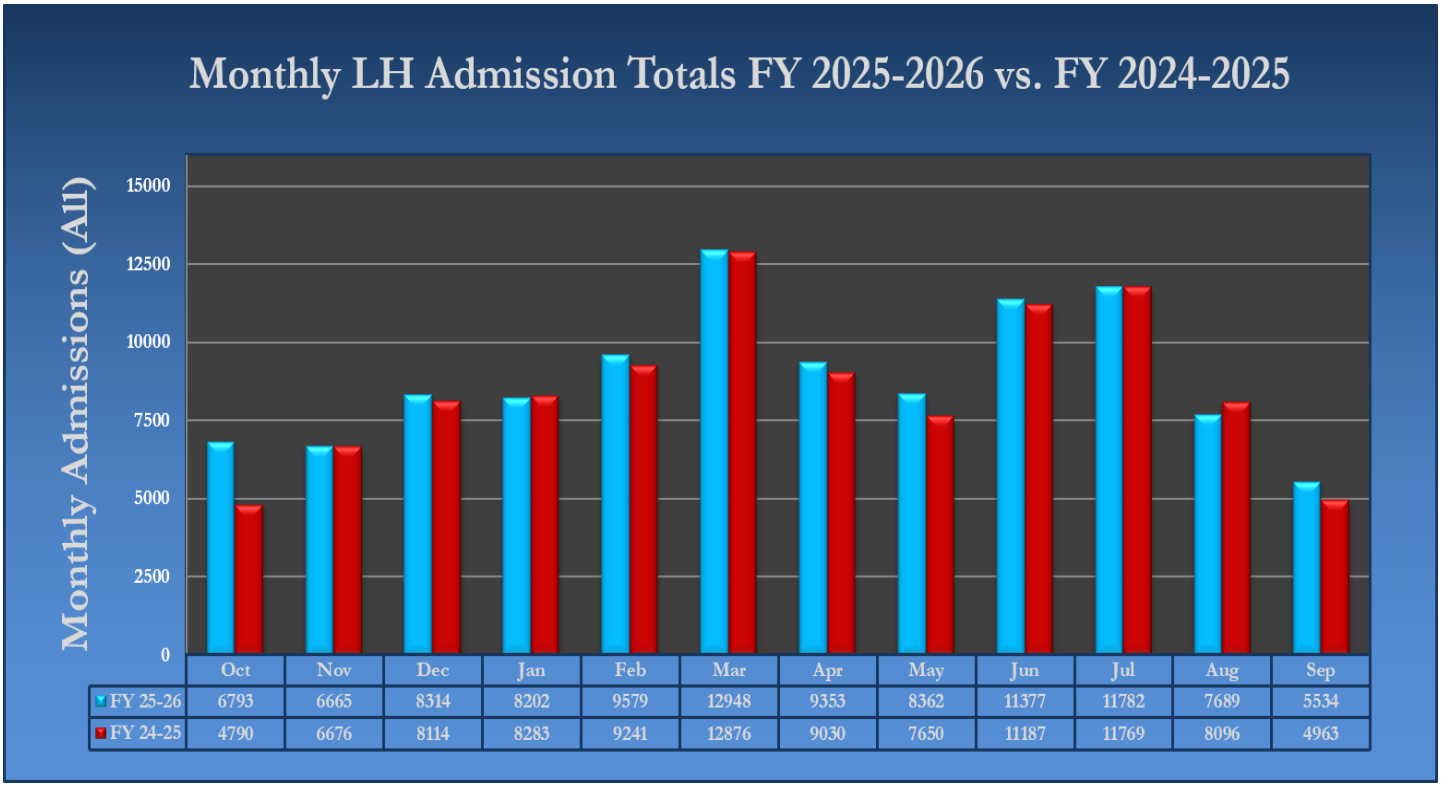
FY 2025-2026 Historic Pacetti Hotel Museum Admissions by Month/Type

ADM TYPE	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
ADMPAR	12	14	33	29	19	26	28	27	34	41	38	20	321
ADMPCR	7	1	4	5	1	2	6	2	4	5	6	0	43
ADMPHA	4,540	4,336	5,314	5,577	6,804	8,512	5,771	5,412	6,826	6,955	4,379	3,238	67,664
ADMPHC	453	546	739	540	556	1,224	855	607	1,598	1,575	705	332	9,730
FREPAM	79	133	165	207	216	259	169	223	215	161	168	174	2,169
FREPCM	4	8	15	15	10	15	9	19	30	14	13	5	157
FREPHA	18	49	63	34	48	86	14	100	47	44	15	5	523
FREPHC	8	43	10	52	113	24	19	48	41	39	12	5	414
Month TTL	5,121	5,130	6,343	6,459	7,767	10,148	6,871	6,438	8,795	8,834	5,336	3,779	81,021
% Combo	75.4%	77.0%	76.3%	78.7%	81.1%	78.4%	73.5%	77.0%	77.3%	75.0%	69.4%	68.3%	76.0%

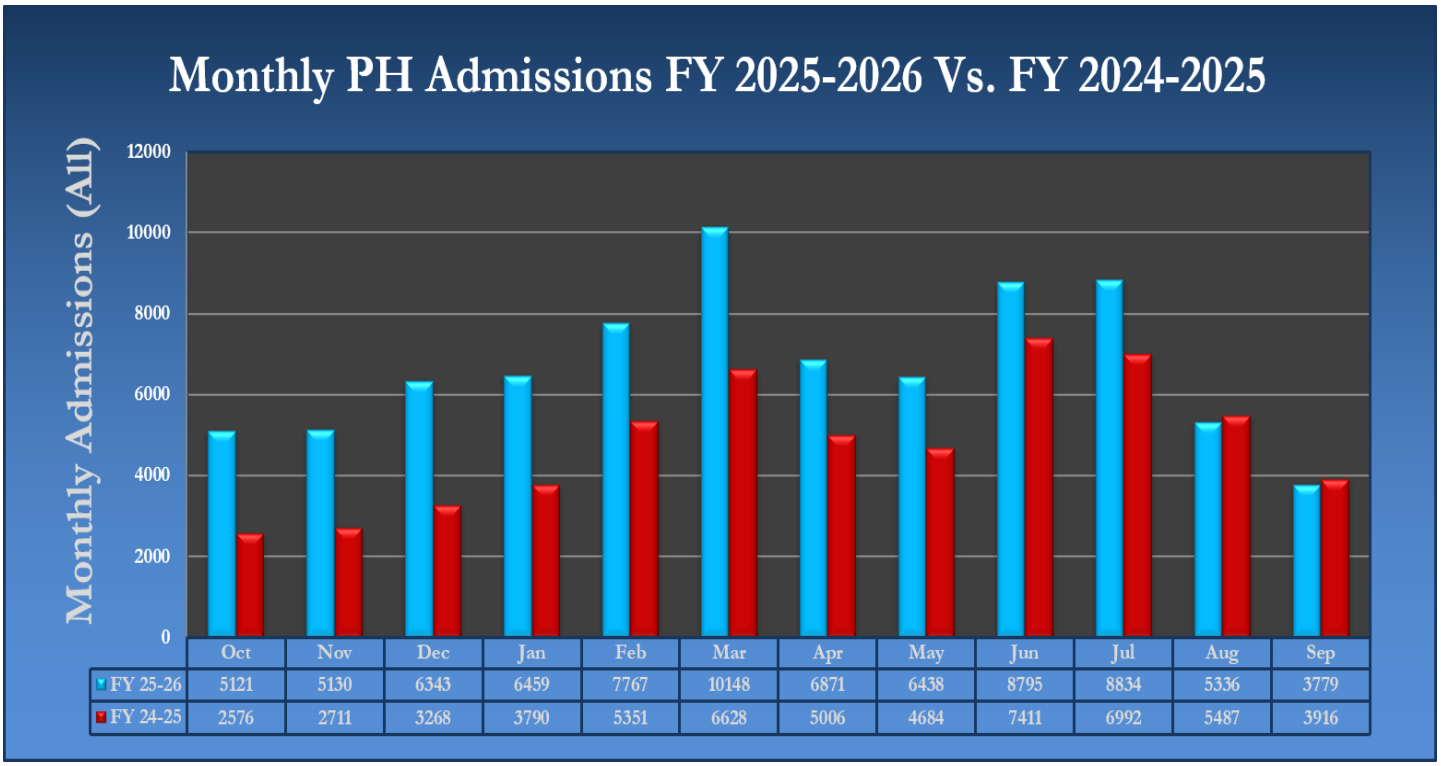
Annual Admissions Comparison: FY 2025-2026 vs. FY 2024-2025

The Ponce De Leon Inlet Lighthouse Preservation Association processed a combined total of 106,598 free and paid Ponce Inlet Lighthouse Museum admissions and 81,021 free and paid Pacetti Hotel Museum admissions during FY

2025-2026. The Association exceeded the 102,675 Ponce Inlet Lighthouse admissions processed in FY 2024-2025 by 3,923 (or 4%), and the 57,820 Pacetti Hotel Museum admissions processed in FY 2024-2025 by 23,201 (or 40%). 76% of all guests who toured the Ponce Inlet Lighthouse Museum in FY 2025-2026 also toured the Constance D. Hunter Historic Pacetti Hotel Museum.



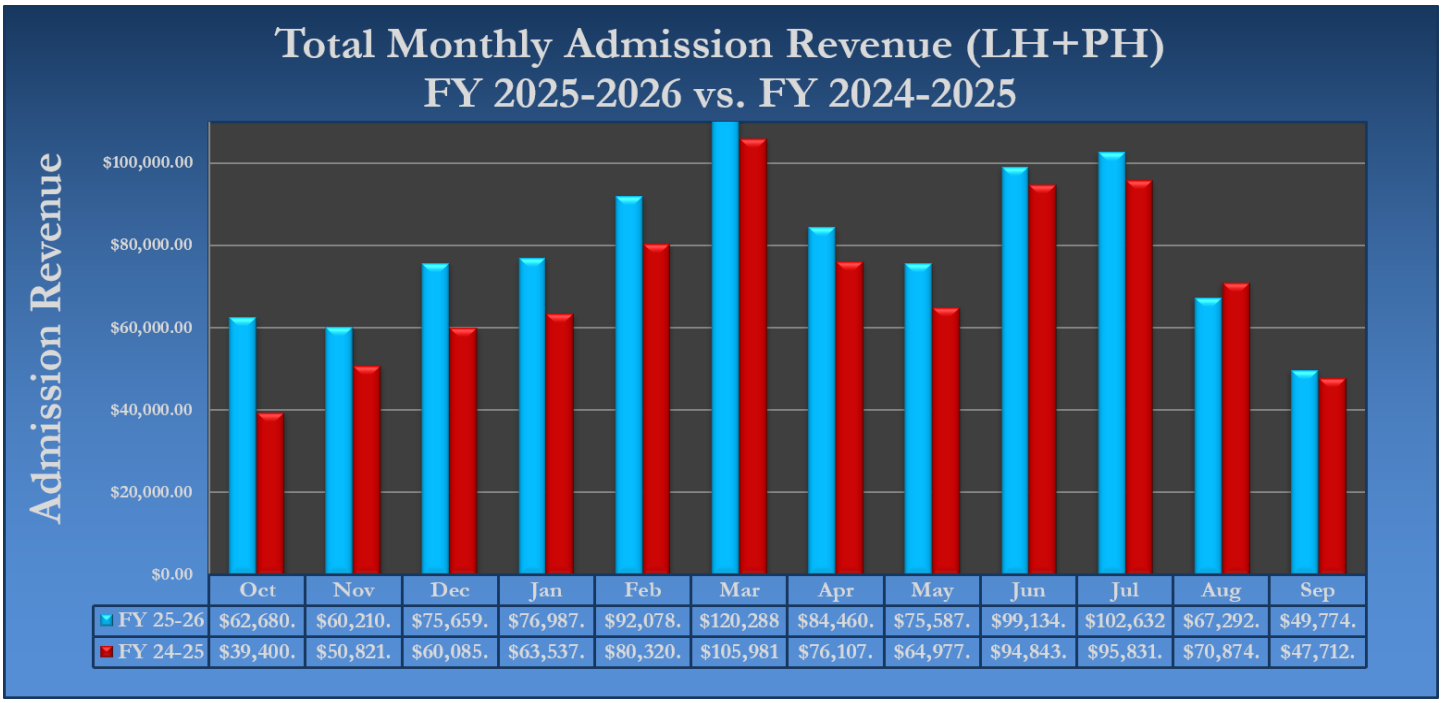
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
FY 25-26	6793	6665	8314	8202	9579	12948	9353	8362	11377	11782	7689	5534
FY 24-25	4790	6676	8114	8283	9241	12876	9030	7650	11187	11769	8096	4963



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
FY 25-26	5121	5130	6343	6459	7767	10148	6871	6438	8795	8834	5336	3779
FY 24-25	2576	2711	3268	3790	5351	6628	5006	4684	7411	6992	5487	3916

Annual Admission Sales Revenue: FY 2025-2026 vs. FY 2024-2025

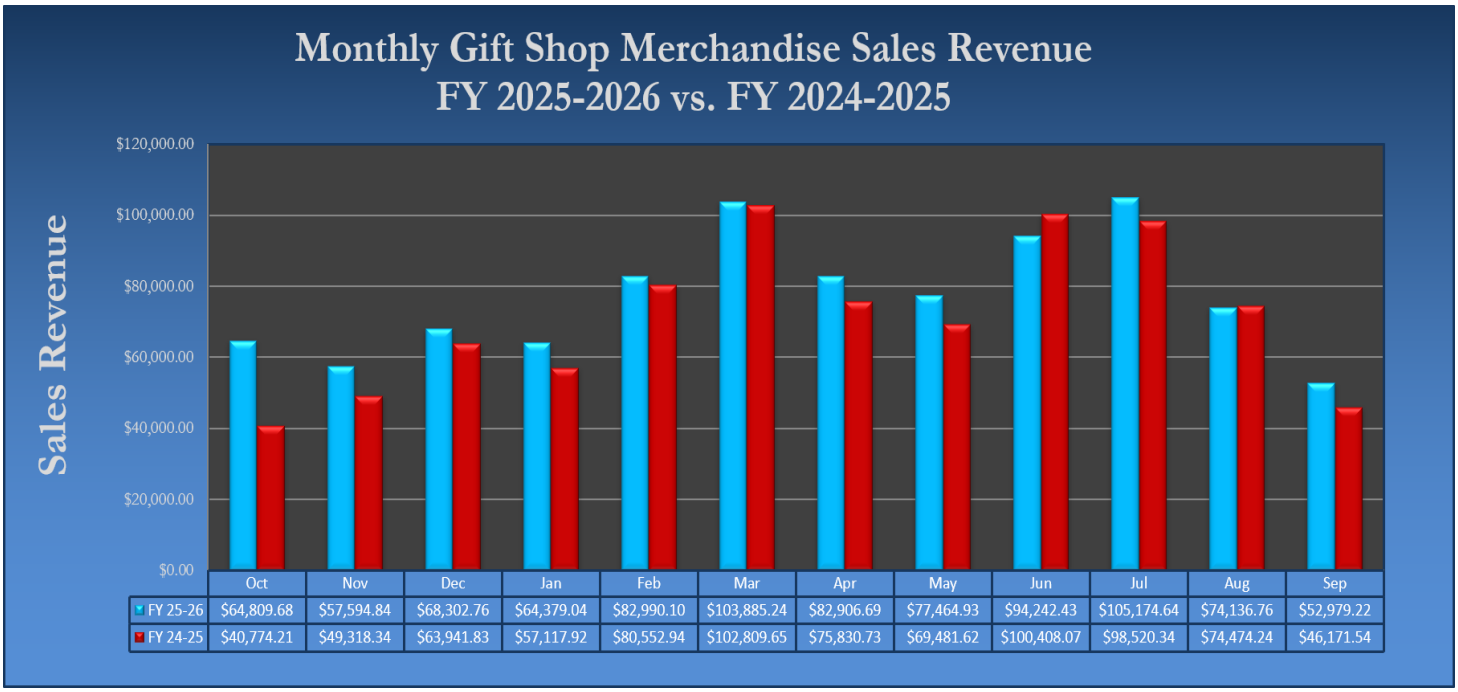
The Association projected $934,400 in admissions revenue for FY 2025-2026. The Association exceeded this goal by $32,385 (or 3.5%), totaling $966,785. This amount exceeded the $850,494 in admissions revenue generated in FY 2024-2025 by $116,494 (or 13.7%).



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
FY 25-26	$62,680.	$60,210.	$75,659.	$76,987.	$92,078.	$120,288	$84,460.	$75,587.	$99,134.	$102,632	$67,292.	$49,774.
FY 24-25	$39,400.	$50,821.	$60,085.	$63,537.	$80,320.	$105,981	$76,107.	$64,977.	$94,843.	$95,831.	$70,874.	$47,712.

Annual Merchandise Sales Revenue: FY 2025-2026 vs. FY 2024-2025

The gift shop was projected to earn $984,100 in merchandise sales revenue during FY 2025-2026 but fell short by $55,234 (or 5.7%), generating $928,866 in total merchandise sales by year's end. This amount was $69,465 (or 8%) greater than the $859,401 in gift shop merchandise sales realized during FY 2024-2025.



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
FY 25-26	$64,809.68	$57,594.84	$68,302.76	$64,379.04	$82,990.10	$103,885.24	$82,906.69	$77,464.93	$94,242.43	$105,174.64	$74,136.76	$52,979.22
FY 24-25	$40,774.21	$49,318.34	$63,941.83	$57,117.92	$80,552.94	$102,809.65	$75,830.73	$69,481.62	$100,408.07	$98,520.34	$74,474.24	$46,171.54

Annual Gift Shop Merchandise Sales Summary by Department: FY 2025-2026

The clothing and housewares departments generated $670,830 (72%) of the $928,866 in total merchandise sales processed in FY 2025-2026. The remaining $258,036 (28%) in sales revenue during this period came from sales of products in the gift shop's seven other product categories, including jewelry, media, art, toys, educational, Pacetti Hotel, and other/miscellaneous.



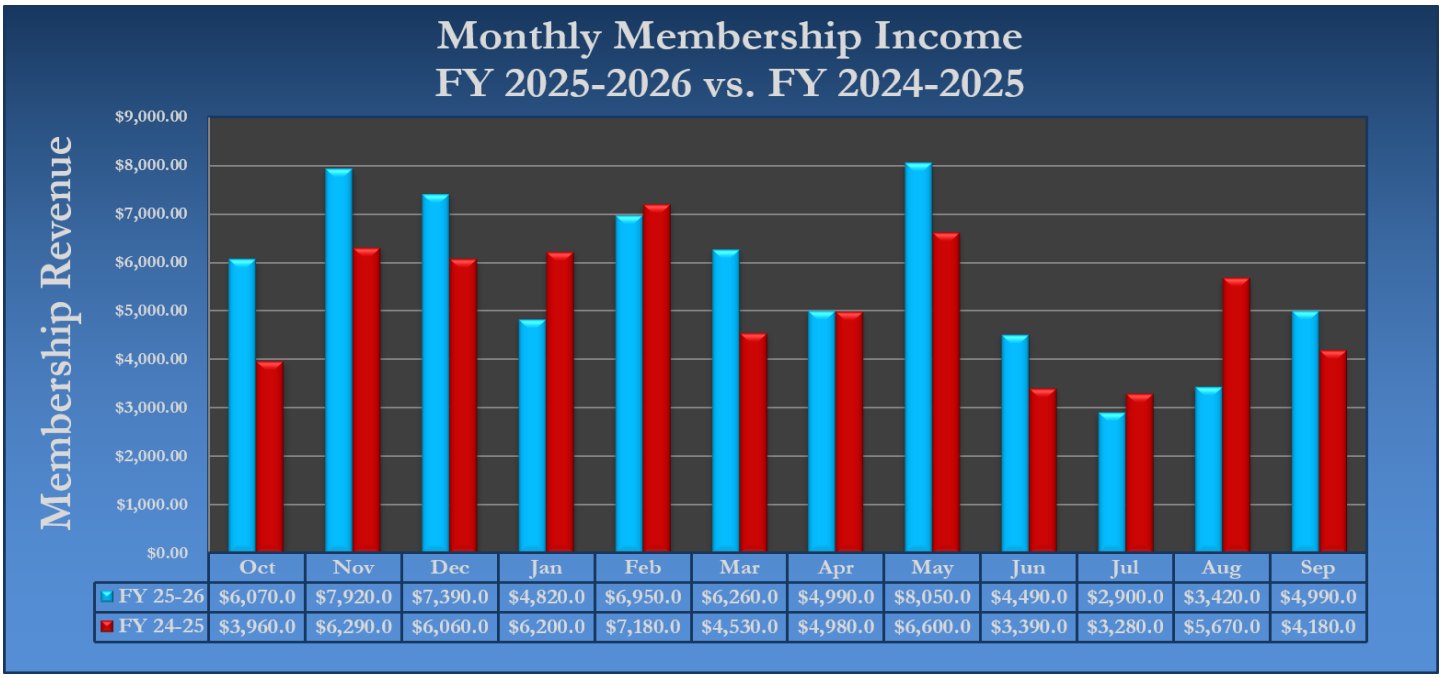
Annual Membership Summary: FY 2025-2026 vs. FY 2024-2025

Preservation Association membership levels include Corporate, Principal, 1st Assistant Keeper, 2nd Assistant Keeper, Family, General, Senior, Student, Volunteer, Lifetime, and Gift. The gift shop processed 1,697 memberships during FY 2025-2026, exceeding the 1,536 memberships processed in FY 2024-2025 by 161 (or 10.5%). The total number of individuals included in the current 1,697 active memberships is 2,288.

Total Memberships Processed in FY 2025-2026 vs. FY 2024-2025 by Level			
Membership Level	**FY 2025-2026**	**FY 2024-2025**	**% Change**
Corporate ($500)	6	7	- 14.3 %
Principal Keeper ($500)	36	32	+ 12.5 %
First Assistant Keeper ($200)	71	77	- 7.8 %
Second Assistant Keeper ($100)	75	88	- 14.8 %
Family ($40)	192	169	+ 13.6 %
General ($20)	231	278	+ 6.5 %
Senior ($10)	634	797	+ 14.2 %
Student ($10)	51	32	+ 68.8 %
Volunteer (Free)	34	41	+2.4 %
Lifetime (Variable)	10	10	0 %
Gift (Free-Promotional)	5	5	0 %
Annual Total (All Levels)	1,697	1,536	+ 10.5 %

Annual Membership Income: FY 2025-2026 vs. FY 2024-2025

The Preservation Association projected $60,000 in membership revenue for Fiscal Year 2025-2026 but surpassed this projection by $8,250 (or 13.8%), realizing $68,250 in annual membership revenue overall. Membership revenue in FY 2025-2026 exceeded FY 2024-2025's total membership income of $62,320 by $5,930 (or 8.7%).



Annual Support Summary: FY 2025-2026

Annual support comes from private donations, memorial brick sales, and non-budgeted private grants. Ticket sales for select educational offerings are categorized as private donations. The Association budgeted $72,000 in support revenue for FY 2025-2026 but exceeded this amount by $168,381 (or 234%), generating $240,381 overall. This amount exceeded the $142,267 in total support revenue generated during FY 2024-2025 by $98,114 (or 69%).

FY 2025-2026 Monthly/Annual Support Revenue by Source

Month	Support Source			Total Support Revenue
	DONATIONS	BRICKS	GRANTS	
October	$6,156	$4,800.00	$75,000.00	$85,956
November	$23,735	$1,000.00	$0.00	$24,736
December	$25,810	$3,825.00	$0.00	$29,635
January	$7,228	$2,750.00	$0.00	$9,978
February	$11,692	$1,850.00	$0.00	$13,542
March	10,377	$850.00	$0.00	$11,227
April	$6,716	$2,150.00	$0.00	$8,866
May	$10,142	$1,350.00	$0.00	$11,492
June	$8,000	$1,100.00	$0.00	$9,100
July	$9,111	$675.00	$0.00	$9,786
August	$6,850	$2,050.00	$0.00	$8,900
September	$7,164	$0.00	$10,000.00	$17,164
FY Total	$132,981	$22,400.00	$85,000.00	$240,381

Annual Donation Summary: FY 2025-2026

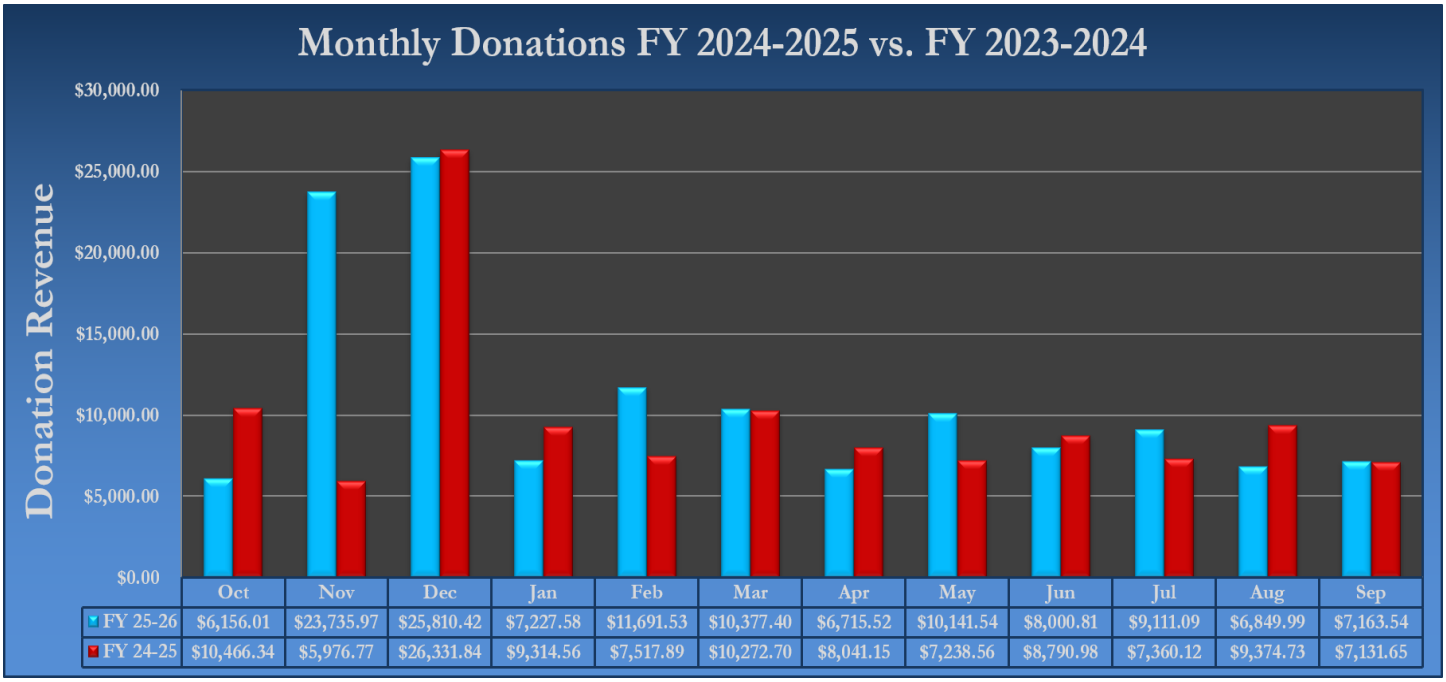
Private donations can be directed to one or more categories in accordance with the donor's wishes. These categories include Lighthouse Donations (DONLH), Pacetti Hotel Donations (DONPAC), Endowment Fund Donations (DONEND), Event Donations (DONEVE), and Museum Support Donations (DONMUS). The following table identifies all monthly donation revenue the Association received during FY 2025-2026 by type and amount.

FY 2025-2026 Monthly/Annual Donation Revenue by Type

MONTH	DONATION CATEGORY					Monthly Total
	DONLH	DONPAC	DONEND	DONEVE	DONMUS	
October	$910	$5,246	$0	$0	$0	**$6,156**
November	$5,040	$16,695	$0	$2,000	$0	**$23,735**
December	$18,835	$6,125	$1,100	($250)	$0	**$25,810**
January	$1,314	$5,914	$0	$0	$0	**$7,228**
February	$2,365	$8,316	$0	$500	$511	**$11,692**
March	$855	$9,772	$0	($250)	$0	**$10,377**
April	$1,750	$6,966	$0	($2,000)	$0	**$6,716**
May	$3,556	$5,819	$0	$0	$767	**$10,142**
June	$1,705	$6,795	$0	($500)	$0	**$8,000**
July	$1,550	$7,561	$0	$0	$0	**$9,111**
August	$1,274	$4,795	$0	$0	$781	**$6,850**
September	$2,665	$4,499	$0	$0	$0	**$7,164**
Total Annual	**$41,819**	**$88,503**	**$1,100**	**($500)**	**$2,059**	**$132,981**

Annual Donations Comparison: FY 2025-2026 vs. FY 2024-2025

The Preservation Association projected $72,000 in private donations for FY 2025-2026 but exceeded that by $60,981 (or 84.7%), reaching $132,981. This figure was $15,164 (or 12.9%) greater than the $117,817 in donation support funding generated by the Association in FY 2024-2025.



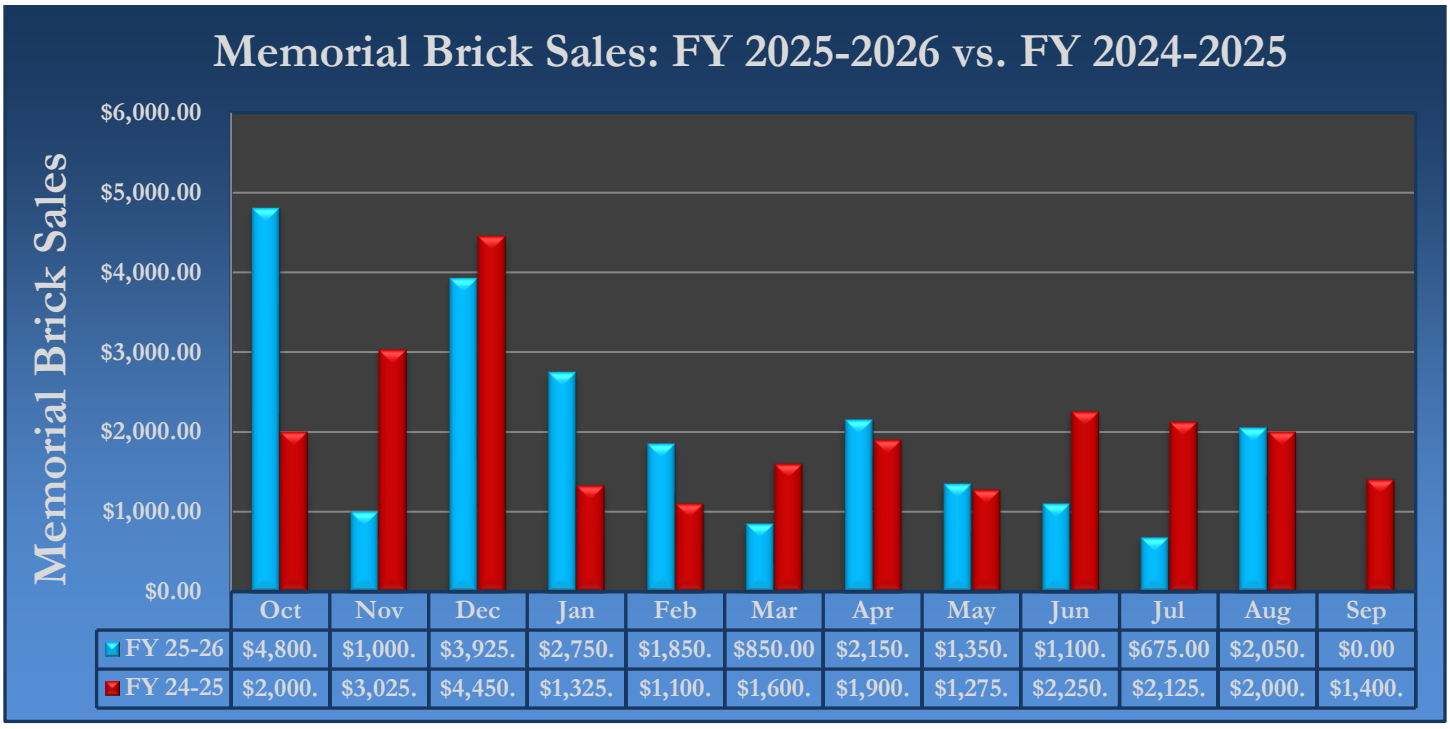
Annual/Monthly Memorial Brick Sales: FY 2025-2026

The Preservation Association's Memorial Brick Program is one of its most successful fundraising endeavors. Initially launched in 2007, the Memorial Brick Program has raised nearly $200,000 through Memorial Brick sales to date. Customers can choose to purchase a standard 4"x8" memorial brick featuring the Ponce Inlet Lighthouse logo and up to three lines of text along with a full-sized duplicate standard brick or a miniature 1'x3" duplicate standard brick. Additionally, customers can also choose to purchase a deluxe 8"x8" memorial paver featuring the Ponce Inlet Lighthouse logo and six lines of text along with a full-sized duplicate paver or a miniature 3"x3" duplicate paver.

FY 2025-2026 Annual/Monthly Memorial Brick/Paver Sales by Type													
Type	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**July**	**Aug**	**Sept**	**Total**
4"x8" Memorial Brick	12	6	11	16	6	4	8	6	6	5	6	0	86
Full-Size 4"x8" Duplicate	1	2	0	0	2	0	0	0	0	0	0	0	5
Mini 1"x3" Duplicate	2	1	2	2	1	0	5	0	1	1	6	0	21
8"8" Memorial Paver	10	0	7	2	2	1	3	2	1	0	3	0	31
Full-Size 8'x8' Duplicate	0	0	0	0	1	0	0	0	0	0	0	0	1
Mini 3"x3" Duplicate	2	0	5	1	0	1	0	0	0	0	2	0	11
Annual/Monthly Total	**27**	**9**	**25**	**21**	**12**	**6**	**16**	**8**	**8**	**6**	**17**	**0**	**155**

Annual/Monthly Memorial Brick Revenue: FY 2025-2026 vs. FY 2024-2025

The Preservation Association projected $27,000 in memorial brick sales for FY 2025-2026 but fell $4,600 (17%) short, generating $22,500 instead. This amount was $2,150 (or 8.5President's%) less than the $24,450 in memorial brick sales realized in FY 2024-2025. The following graph compares monthly/annual memorial brick revenue in FY 2025-2026 to monthly memorial brick revenue in FY 2024-2025.



Grant Support Income: FY 2025-2026

Grants: Grants provide a third source of support income for the Ponce de Leon Inlet Lighthouse Preservation Association. Grant funding is pursued when appropriate, but is not included in the Association's annual budget projections due to the lack of guarantee that private grant funding will be available each fiscal year. The Association received two private grants in FY 2025-2026 in the amounts of $75,000 and $10,000, respectively.

Total Annual Income: FY 2025-2026

Total annual income consists of all revenue generated by the Preservation Association during the fiscal year. The Preservation Association projected $2,176,860 in total income during FY 2025-2026. The gift shop exceeded this goal by $48,953.94 (or 2.2%), with total realized annual income of $2,225,813.94.

Annual Income by Source: FY 2025-2026

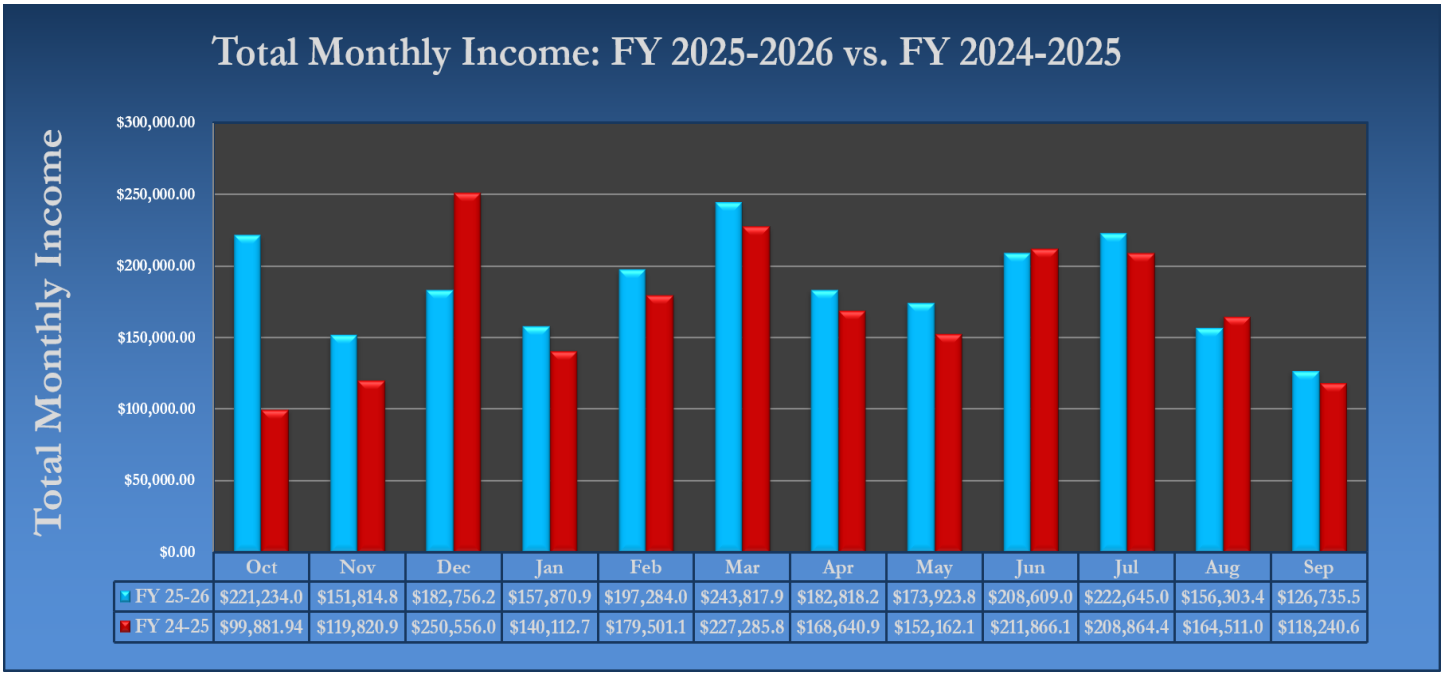
As noted above, total annual income consists of all revenue and support generated during the year. These sources include admissions (ADM) and merchandise (MER) sales, investment income (INV), annual membership dues (MBR), sales tax-collection allowance (TAX), private grant funds (PGF), memorial brick sales (BRK), and private donations (DON). The following table identifies the monthly contribution from each gift shop department (rounded to the nearest dollar) towards the museum's total annual income of $2,225,813.94 during FY 2025-2026.

FY 2025-2026 Annual/Monthly Gift Shop Revenue by Department

	INCOME TYPE/CATEGORY								
MONTH	**ADM**	**MER**	**INV**	**MBR**	**TAX**	**PGF**	**BRKS**	**DON**	**TOTAL**
OCT.	$62,680	$64,810	$1,688	$6,070	$30	$75,000	$4,800	$6,156	$221,234
NOV.	$60,211	$57,595	$1,323	$7,920	$30	$0	$1,000	$23,736	$151,815
DEC.	$75,659	$68,303	$1,739	$7,390	$30	$0	$3,825	$25,810	$182,756
JAN.	$76,987	$64,379	$1,677	$4,820	$30	$0	$2,750	$7,228	$157,871
FEB.	$92,079	$82,990	$1,694	$6,950	$30	$0	$1,850	$11,692	$197,284
MAR	$120,289	$103,885	$2,127	$6,260	$30	$0	$850	$10,377	$243,818
APR.	$84,460	$82,907	$1,566	$4,990	$30	$0	$2,150	$6,716	$182,818
MAY	$75,587	$77,465	$1,300	$8,050	$30	$0	$1,350	$10,142	$173,924
JUNE	$99,135	$94,242	$1,612	$4,490	$30	$0	$1,100	$8,000	$208,609
JULY	$102,632	$105,175	$2,122	$2,900	$30	$0	$675	$9,111	$222,645
AUG.	$67,292	$74,137	$2,525	$3,420	$30	$0	$2,050	$6,850	$156,303
SEPT.	$49,774	$52,979	$1,799	$4,990	$30	$10,000	$0	$7,164	$126,736
TOTAL	**$966,785**	**$928,866**	**$21,171**	**$68,250**	**$360**	**$85,000**	**$22,400**	**$132,981**	**$2,225,813**

Annual/Monthly Income Comparison: FY 2025-2026 vs. FY 2024-2025

The Preservation Association earned $2,225,813.94 in total income across all revenue and support categories during FY 2025-2026. This amount exceeded the $2,041,444.05 in total income earned during FY 2024-2025 by $184,369.89 (or 9%). The following graph compares the Ponce de Leon Inlet Lighthouse Preservation Association's total monthly income during FY 2025-2026 with its total monthly income in FY 2024-2025.



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
FY 25-26	$221,234.0	$151,814.8	$182,756.2	$157,870.9	$197,284.0	$243,817.9	$182,818.2	$173,923.8	$208,609.0	$222,645.0	$156,303.4	$126,735.5
FY 24-25	$99,881.94	$119,820.9	$250,556.0	$140,112.7	$179,501.1	$227,285.8	$168,640.9	$152,162.1	$211,866.1	$208,864.4	$164,511.0	$118,240.6

Maintenance Department Report for Fiscal Year 2025-2026

Maintenance Department Summary for FY 2025-2026

The Association's maintenance department performs a wide variety of functions related to the continued preservation, restoration, maintenance, and security of the Ponce de Leon Inlet Light Station's historic and non-historic structures and grounds.

All maintenance work at the Ponce Inlet Light Station, including restoration and preservation projects, is completed by trained staff under the supervision of the director of operations and executive director with technical guidance from the museum curator. All restoration and preservation work undertaken by the Association's maintenance department is completed in accordance with the *Secretary of the Interior's Handbook for the Restoration, Preservation, and Rehabilitation of Historic Properties* using historically accurate application techniques, reclaimed historic building materials when available, and historic/reproduction hardware and fasteners to protect the historic fabric and integrity of the light station's structures and grounds. Additionally, the museum's curatorial department researches all cleaning products, coatings, and materials used by the maintenance department to prevent damage to historic structures and artifacts. Although the Association endeavors to complete most maintenance projects in-house, it uses licensed contractors when needed, in accordance with local and state building code requirements.

Maintenance Department Staffing Summary for FY 2025-2026

The maintenance department currently consists of one full-time maintenance manager, one full-time maintenance employee, three part-time maintenance employees, and three part-time visitor monitors.

Routine Inspections

The maintenance department schedules and conducts inspections and functional tests of the facility's structures, equipment, and systems daily, weekly, monthly, quarterly, biannually, and annually. These scheduled inspections and tests include the following:

Daily Inspections and Function Tests

1. Daily lantern room third-order Fresnel lens inspection (2x daily)
2. Daily tower inspection (including the staircase, exterior railings and decks, and interior spaces)
3. Daily inspection of all historic structures (interior and exterior)
4. Daily inspection of fire suppression sprinkler heads
5. Daily inspection of all historic Fresnel lenses, optics, lanterns, and minor aids to navigation
6. Daily interactive exhibit function check
7. Daily exhibit inspection
8. Daily security system inspections
9. Daily grounds and perimeter fence inspections

Weekly Inspections and Function Tests

1. Weekly facility inspection

2. Weekly itemized artifact inventory check
3. Weekly tower inspection with full tower cleaning
4. Weekly lawn irrigation system inspection and operational test
5. Weekly security system inspection and tests
6. Weekly elevator and wheelchair lift inspection and function test

Monthly Inspections and Function Tests

1. Monthly AED inspection and function test
2. Monthly inventory inspection of all first aid kits
3. Monthly fire extinguisher inspections
4. Monthly emergency lighting inspections and tests
5. Monthly air conditioning system inspections and preventative maintenance
6. Monthly elevator and incline lift inspections and operational tests
7. Monthly Fresnel lens collection cleaning, condition assessments, and functional tests

Quarterly Inspections and Function Tests

1. Quarterly fire suppression system inspections and blowdown tests (contracted service)
2. Quarterly air conditioning and heating system inspections
3. Quarterly lantern room third-order lens inspection and operational test
4. Quarterly pest control inspection and treatment (contracted service)
5. Quarterly security system inspection and testing (contracted service)

Annual Inspections and Function Tests

1. Annual pest control inspection and service (contracted service)
2. Annual air conditioning & heating inspection (contracted service)
3. Annual fire extinguisher inspections (contracted service)
4. Annual back-flow preventer and FDC valve inspections and testing (contracted service)
5. Annual security system inspection and testing (contracted service)
6. Annual elevator inspections (contracted service)
7. Annual fire department inspections (contracted service)
8. Annual fire suppression system inspection and testing (contracted service)

Routine General Maintenance in FY 2025-2026

Daily Routine Maintenance Duties

1. Daily general custodial duties (sweeping, vacuuming, restroom cleaning, trash disposal, etc.)
2. Daily cleaning of interiors of historic structures (sweeping, polishing cases, dusting, etc.)

3. Daily grounds clean-up (blowing off parking lots, sweeping porches, picking up yard debris, etc.)
4. Daily walking trail inspection and clean-up (removing fallen limbs and other debris from trails)
5. Daily tower spot clean-up (sweeping up trash, excessive dirt, etc.)
6. Daily cleaning of Pacetti Hotel interior and exterior spaces
7. Daily testing of all interactive exhibit displays and kiosks
8. Daily exhibit and artifact display inspections and security checks

Weekly Routine Maintenance Duties

1. Weekly lawn maintenance (mowing, edging, blowing off sidewalks, etc.)
2. Weekly repairs to lawn irrigation system (head replacement, ruptured lines, etc.)
3. Weeding of flowerbeds, medians, and buffer zones along the ground's perimeter
4. Weekly cleaning of all modern and historic building exteriors
5. Weekly tower and 3rd-order lens cleaning
6. Weekly cleaning of all exhibit cases and interior historic spaces
7. Weekly nature trail area maintenance
8. Weekly elevator maintenance and operational checks

Monthly Routine Maintenance Duties

1. Monthly cleaning of all historic Fresnel lenses, optics, lamps, and minor aids to navigation located in the Ayres Davies Lens Exhibit Building and Principal Keeper's Dwelling
2. Replacement of air conditioning system filters in all climate-controlled buildings
3. Monthly lawn and shrub treatment (contracted service)
4. Monthly air conditioning system preventative maintenance
5. Monthly preventative maintenance on lawn mowers and other motorized equipment
6. Monthly preventative maintenance on incline lift

Quarterly Routine Maintenance Duties

1. Quarterly maintenance on tower third-order Fresnel lens
2. Quarterly maintenance on first-order Fresnel Lens (Canaveral)

Specific Maintenance Work in FY 2025-2026

Bldg. 1 - Gift Shop

1. Cleaned and repainted the front porch deck and ADA ramp
2. Cleaned, repaired, and repainted the back porch staircase and railing
3. Cleaned, painted, and repaired exterior lights
4. Repaired interior gift shop oak floor by main entrance.
5. Repaired faulty LED overhead light fixtures on main sales floor

6. Repaired faulty air conditioning system
7. Repaired ceiling on third floor
8. Maintained and repainted south side ADA wheelchair ramp
9. Facilitated repairs to security system
10. Repaired and repainted roof soffit fascia

Bldg. 2 - Woodshed Theater/Privy

1. Cleaned and repainted main entrance door and frame
2. Repaired rainwater downspouts and gutters
3. Repaired and painted roof fascia and soffit
4. Fabricated and installed new observation door for privy exhibit

Bldg. 3 – Cuban Raft Enclosure

1. Cleaned and painted the Cuban Raft enclosure and perimeter picket fence
2. Completed spot repairs to Cuban rafts

Bldg. 4 - 2nd Assistant Keeper's Dwelling

1. Repaired front porch steps and railing system
2. Repaired and repainted handicap ramp deck and railing system
3. Cleaned and repainted exterior doors and windows
4. Replaced deteriorated glazing in historic windows as needed
5. Repaired and repainted lattice work
6. Repaired front porch steps and fascia board
7. Cleaned, treated, and repainted interior plaster walls as required
8. Restored and repainted roof soffit and fascia boards around perimeter of building

Bldg. 5 - Principal Keeper's Dwelling

1. Cleaned and repainted exterior doors and windows
2. Cleaned, treated, and repainted interior plaster walls as needed
3. Restored front and side porch deck and railing system where needed
4. Repaired, cleaned, and repainted front and side porch steps and deck
5. Repainted exterior siding on keeper's office
6. Repaired and repainted lattice work
7. Restored window on principal keeper's detached woodshed/privy building
8. Restored east kitchen and pantry windows

9. Restored and repainted roof soffit and fascia boards around perimeter of building
10. Replaced faulty monitor on Lighthouses of the World exhibit

Bldg. 6 – Lighthouse/Tower

1. Replaced damaged Plexiglas shields in lantern room as needed
2. Conducted quarterly mechanical maintenance and weekly cleaning of third-order lens
3. Cleaned, treated, and repainted interior masonry walls as needed
4. Refinished historic cabinets in Service Room and Watch Room
5. Repaired/replaced stainless steel cable and fittings in gallery deck safety enclosure as needed
6. Replaced interior light fixtures
7. Repaired two tower window vent boxes
8. Restored interior lantern room ironwork including deck, window frames, railing, and scuppers
9. Coordinated exterior ironwork restoration and painting conducted by H.I.S. Painting, Inc., including the widows walk deck and railing system, exterior lantern room window frames, cornice bands, cupola roof and vent ball, underside of gallery deck and support brackets, and ten exterior window frames.

Bldg. 7 - Pump House

1. Cleaned and repaired exterior siding
2. Repaired faulty door lock
3. Repaired/replaced lawn irrigation pumps and automatic timer

Bldg. 8 - 1st Assistant Keeper's Dwelling

1. Repaired and repainted front and back porch decks, railings, and posts
2. Repaired and repainted front porch steps
3. Cleaned and repainted exterior doors and windows as needed
4. Replaced deteriorated glazing in historic windows as needed
5. Repaired and repainted ADA wheelchair ramp
6. Repaired and repainted lattice work
7. Restored and repainted roof soffit and fascia boards around perimeter of building

Bldg. 9 – Privy, Tool Shed, and Radio Room Exhibit

1. Cleaned and repainted interior wood trim, doors, and window frames as needed
2. Cleaned and repainted exterior windows
3. Cleaned and treated sections of interior mortar walls affected by salt migration
4. Cleaned and repainted roof fascia boards

Bldg. 10 – Ayres Davies Lens Exhibit Building

1. Adjusted main entrance doors for proper operation as needed
2. Repaired faulty hurricane shutters
3. Repaired gutter system damaged by storms
4. Facilitated repairs to A/C system
5. Repaired lens exhibit corral railing system

Bldg. 12 - Oil Storage House

1. Repaired minor aids to navigation lamp changers as needed
2. Cleaned and repainted observation gate
3. Cleaned and preserved historic oil storage tanks

Bldg. 13 - Education Building

1. Cleaned and repainted side porch railing and deck

Bldg. 14 - Restroom/Vending Building

1. Repaired faulty Sloan valves in bathroom urinals and toilets
2. Repaired and repainted front porch railings and posts
3. Repaired faulty HVAC system
4. Repaired broken water main pipe

Administration Building

1. Assisted curatorial department with relocation of artifacts
2. Pressure washed exterior 2nd floor porch deck and stairway
3. Replaced/repaired faulty emergency lights as needed
4. Restored and repainted roof soffit and fascia boards around perimeter of building
5. Restored and repainted three dormer windows located on the front of the administration building
6. Repaired front entrance doors and door jams
7. Repaired areas of the lens restoration room ceiling damaged by A/C system condensation
8. Repaired back porch deck exterior entry door and maintenance room exterior entry door
9. Facilitated repairs to faulty HVAC systems as needed
10. Repaired faulty elevator emergency phone system
11. Facilitated repairs to building water main
12. Facilitated replacement of faulty fire alarm bell

Historic/Non-Historic Grounds

1. Cleaned and pressure-washed perimeter picket fence
2. Cut back encroaching vegetation from nature trails
3. Repaired perimeter chain link fence as required
4. Leveled/repaired historic brick walkways as needed
5. Repaired lawn irrigation system as needed
6. Coordinated monthly lawn and shrub treatment
7. Weeded parking lot medians and perimeter vegetation as needed
8. Repaired and repainted perimeter picket fence sections as needed
9. Installed memorial bricks in the memorial walkway as required
10. Trimmed palm trees
11. Coordinated repairs on two FDC valves
12. Repaired clogged sewer line

Museum Exhibits, Onsite Programs, and Collaborative Projects

1. Assisted with the construction and installation of the Cincinnati Reds exhibit in Pacetti Hotel Museum
2. Installed new Nelly, the Lighthouse Cat Children's Reading Trail exhibit in Coastal Hammock area
3. Assisted with delivery and pick-up of artifacts on temporary loan to the Museum of Arts and Sciences
4. Assisted with set-up and break-down of tables, tents, and chairs for onsite educational programs
5. Fabricated a new pedestal for the historic sixth-order Sautter et Cie Fresnel lens and installed a new sixth-order exhibit in the Ayres Davies Lens Exhibit Building.
6. Assisted with set-up and break-down of equipment including large 40'x60' tent, tables, chairs, and outdoor lighting for scheduled events at Constance D. Hunter Historic Pacetti Hotel Museum.

Pacetti Hotel Property

1. Continued grounds cleanup and debris removal
2. Assisted with changes and updates to existing exhibits
3. Pressure-washed hotel's exterior siding
4. Repaired damaged HVAC communication line and exterior conduit
5. Installed new electrical service to outdoor educational area (completed by licensed electrical contractor)
6. Repaired faulty stormwater pump
7. Replaced dead sod as needed
8. Mitigated stormwater flooding on the property as required
9. Repaired damaged main entrance gate
10. Fabricated and installed aluminum reinforcement bracket for Pacetti Hotel dock

11. Facilitated repairs to faulty sewage pump at restroom building
12. Cut back overgrowth along north perimeter ornamental wire fence
13. Graded shell driveways as needed
14. Continued clearing of invasive species and undergrowth on grounds
15. Repaired exterior lighting as needed
16. Addressed soil erosion issues along the seawall resulting from storm surge
17. Repaired security video monitoring system and fire/burglar alarm system as needed

Curatorial Department Report for Fiscal Year 2025-2026

Curatorial Department Related Duties and Responsibilities Summary

The curatorial department is responsible for developing, maintaining, and updating the Ponce De Leon Inlet Lighthouse Museum's and Constance D. Hunter Historic Pacetti Hotel Museum's interpretive plans, providing technical oversight for all historic restoration and preservation completed by the Association, and for managing the museum's extensive collection of three-dimensional artifacts, 2-dimensional images, historic documents and maps, and archival books and publications. In addition, the curatorial department also works with other departments to achieve the Association's ongoing historic preservation, museum operations, and educational programming goals. The primary duties and responsibilities assigned to the curatorial department include:

1. ***Historical Research:*** The curatorial department extensively researches the history and provenance of all objects in its collection in addition to the history of the Ponce De Leon Inlet Light Station and Pacetti Hotel. This important research helps determine the appropriateness of acquiring artifacts to add to the museum's collection, develop and design interpretive exhibits housed in the museum, and plan restoration and preservation work on the site's historic structures and grounds. The curatorial department also collects historical research for articles for the museum's quarterly newsletter, Illuminations, online blogs, social media posts, and other state/national publications.
2. ***Organizational Reports, Plans, Policies, and Procedures:*** The curatorial department is responsible for generating, reviewing, and updating a wide variety of documents related to ongoing organizational activities both independently and in collaboration with other museum staff on a scheduled or as-needed basis. These documents include, but are not limited to, annual/quarterly/monthly reports, facility condition assessments, site disaster mitigation plans, collections management procedures, the museum's long-range plan, the Association's Policies and Procedures Manual, and any annual reports requested by either the US Coast Guard or Department of the Interior.
3. ***Historic Restoration/Preservation Support:*** The curatorial department assists the maintenance department with the planning and execution of historic restoration and preservation work as needed. This assistance includes researching appropriate products and techniques used in the completion of historic restoration and preservation work, testing for hazardous materials such as lead-based paint to ensure a safe working environment for employees, developing comprehensive treatment plans in collaboration with other staff, and ensuring all work is completed in accordance with the *Secretary of the Interior's Standards for the Restoration, Preservation, and Rehabilitation of Historic Properties*.
4. ***Museum Interpretive Plan and Exhibit Development:*** The curatorial department is responsible for interpreting the history of both the Ponce Inlet Lighthouse and Pacetti Hotel. Common curatorial duties associated with this area of responsibility include historic research, artifact selection and acquisition, interpretive text panel development, exhibit design and installation, and periodic reviews and/or revisions to the museum's current interpretive plans as required.
5. ***PastPerfect Maintenance and Collections Management:*** The curatorial department uses PastPerfect software to manage the museum's collection, consisting of three-dimensional objects, images, maps, historic documents, and books. Common PastPerfect Maintenance and Collections Management tasks include accessioning and deaccessioning items in accordance with established policies and procedures, preparing deeds of gift for donated items, completing condition assessments of new and existing artifacts, researching the provenance and history of donated or purchased items, managing artifact loan agreements, preparing collection items for long-term storage or public display, maintaining the museum's archival library, updating PastPerfect records as required, and completing full and partial physical inventories of the museum's collection on a biennial, annual, quarterly, and weekly basis.

Curatorial Department Staffing for FY 2025-2026

The curatorial department consists of one full-time curator/registrar. College interns and trained volunteers assist the curator with his/her assigned duties and responsibilities when available.

Curatorial Department Year-End Review

The curatorial department manages all aspects of the Ponce de Leon Inlet Lighthouse Preservation Association's collections, including planning, recordkeeping, acquisitions, deaccessions, handling, storage, security, inventory, preservation, and treatment of objects.

A full-scale inventory of the museum's collection is carried out in December/January every other year. An inventory of all items valued at $1,000 and up is conducted annually. Each quarter, staff inventory 1% of the collection, selected at random. Objects on display are inventoried during the curator's weekly inspection of all buildings and exhibits.

The curatorial department researches all objects, as well as the history of the light station and the Pacetti Hotel Museum, to plan and design exhibits and restoration work. The department also researches and writes articles for the museum's quarterly Illuminations newsletter and online social media pages and accounts as needed.

The curator writes and revises the official facility report, disaster plan, collections management plan, and code of ethics. The curator or curator/registrar is responsible, in collaboration with the executive director, the director of operations, and the maintenance department, for preserving and stabilizing the historic buildings at the light station and the Pacetti Hotel Museum. The curator also conducts research and develops treatment plans for scheduled work on the light station's historic buildings and grounds.

The curator prepares annual site and loaned artifact condition reports for the US Coast Guard and reports requested by the Department of the Interior. The curator documents all preservation/stabilization work, tests, or arranges tests for hazardous materials such as lead-based paint, and helps ensure that all staff adhere to established safety measures and Department of the Interior restoration procedures in performing their assigned duties.

Other curatorial responsibilities include: planning, leading, and recording archaeological investigations at the light station; recording oral histories; overseeing the transcription of original historic documents; oversight of museum registration; maintaining the supplies needed for restoration, preservation, and storage; organization and maintenance of the museum's digital archives; recruiting and training volunteers who work in the curatorial department; providing information and assistance to the programs manager and docents as needed; updating all building histories and general treatment plans for all historic structures; updating inventories of all historic doors, windows, hardware, fixtures, and fences.

Museum registration duties include receiving new items into the collection, preparing related deeds of gift, photographing these items, recording them in the PastPerfect Museum Software, assessing their condition, researching all aspects of these items, preparing items for storage or display, and recruiting and training volunteers who work in registration. The collections are monitored to ensure effective cleaning, pest control, and climate control to prevent mold, mildew, and corrosion.

Museum curator/registrar duties also include managing the Preservation Association's libraries and archives, handling incoming and outgoing artifact loans, monitoring the legal aspects of collecting, and regularly assessing the collection to determine items that should be added to or deaccessioned from the collection. The registrar or curator/registrar maintains the museum software and database, including performance of regular data backups. The registrar works with the education department to produce videos, other online materials, and events available to schools and the public, and coordinates filming at the light station by travel writers and others.

The curator assists with the planning of all scheduled historic restoration and preservation work in coordination with the administration and maintenance departments and develops formal treatment plans in accordance with the Secretary of the Interior's Handbook for the Restoration, Preservation, and Rehabilitation of Historic Properties.

Museum Exhibit Development: FY 2025-2026

The curatorial department developed or assisted in the development of the following exhibits during FY 2025-2026:

1. ***When We're Hot, We're Reds Hot!***: The curatorial department worked closely with members of the administration, programs, and maintenance departments as well as representatives from the Cincinnati Reds Hall of Fame Museum to develop and install a temporary exhibit celebrating the 50th anniversary of the Cincinnati Reds professional baseball team's back-to-back 1975 and 1976 World Series Championship seasons. This important sports accomplishment occurred when the Pacetti Hotel's owners, Louis and Louise Nippert, were still the Cincinnati Reds' majority shareholders.

   The *When We're Hot, We're Reds Hot!* exhibit was installed in the second-floor hallway and Nippert Suite of the Pacetti Hotel in the fall of 2025. Historic items on display include a wide range of Cincinnati Reds-related artifacts and multimedia content acquired by the Preservation Association through direct purchase or private donations or loaned to the Association on a temporary basis by the Cincinnati Reds Hall of Fame Museum.

2. ***It's a Ships Show***: The curatorial department assisted the Museum of Arts and Sciences (MOAS) in Daytona Beach with its development of a temporary exhibit titled *It's a Ships Show* with the short-term loan of several maritime artifacts owned by the Association, including a fourth-order Fresnel lens, a nautical compass, a ship's binnacle, several minor aids to navigation, and a ship's wheel. All items loaned to MOAS were returned to the Ponce Inlet Lighthouse Museum in the summer of 2026.

3. ***Nelly, the Lighthouse Cat Reading Trail***: The curatorial department worked with members of the programs department and maintenance department to develop, fabricate, and install a series of signs along the light station's coastal hammock trail that feature pages from the Association's self-published children's book, *Nelly, the Ponce Inlet Lighthouse Cat*.

4. ***Soleil et Cie 6th Order Fresnel Lens:*** The curatorial department developed the interpretive signage used in the Soleil et Cie 6th order Fresnel lens exhibit, which was installed inside the museum's Ayres Davies Lens Exhibit Building in the fall of 2025.

5. ***William Aiken Walker Exhibit:*** The curatorial department developed and installed a series of framed William Aiken Walker paintings featuring the Ponce De Leon (then Mosquito) Inlet Light Station and Pacetti Hotel, including one authentic painting and five reproductions. William Aiken Walker was a famous itinerant artist in the late 1800s and early 1900s who was a frequent guest at the Pacetti Hotel and occasional employee.

USCG Artifact Loans: FY 2025-2026:

The Ponce De Leon Inlet Lighthouse Preservation Association has maintained a long-term loan agreement with the US Coast Guard for several historically important artifacts currently on display in the museum, including the PILH first-order Fresnel lens, the PILH third-order Fresnel lens, the Canaveral first-order Fresnel lens, and one of the Simplex timing clocks currently on display in the Radio Room exhibit. The current Coast Guard long-term loan for these items is due for renewal in 2035.

Collection Management and Acquisitions: FY 2025-2026:

Approximately 60 object acquisitions were recorded during FY 2025-2025, including 51 material objects, 4 photographs, 3 archival objects, and two books for the museum's reference library.

***Material Objects*:** 51 material objects were added to the collection, including these items:

1. ***2025-8-9 through 2025-8-12:*** Vintage green Coca-Cola bottle ironing sprinkler and Wear-Ever strainer.
2. ***2025-18-1:*** 1950s General Electric steam iron
3. ***2025-19-1/6:*** A collection of six donated Cincinnati Reds artifacts from the 1970s, including team yearbooks from 1975 and 1976, two World Series magazines from 1975 and 1976, a small, bronzed statue of the Great Eight, and a bobblehead doll of Don Gullet.

4. ***2025-20-1:*** Primitive child-sized wire rug beater
5. ***2025-21-1:*** Custom-made Cincinnati Reds baseball bat electric lamp
6. ***2025-22-1/2:*** Two early 1900s vintage postcards featuring images of the Mosquito Inlet Lighthouse
7. ***2025-24-1/3:*** A pair of vintage cream-colored satin wedding slippers from the 1940s and two antique pens
8. ***2025-25-1:*** Antique wood-framed mirror from 1910
9. ***2025-29-1 through 2025-29-18***: A large collection of donated artifacts from the Spanish-American War including an officer's uniform, a set of spurs, four vintage photographs, a Navy and Military Order of the Spanish-American War certificate, and 12 commemorative medals/awards.
10. ***2025-30-1***: Vintage 1969 Cincinnati Reds souvenir baseball hat.
11. ***2025-31-1/2***: Antique USHLS lighthouse tender flag used to indicate a district inspector was onboard and an antique 6" USLHS porcelain plate
12. ***2025-32-1/2***: Two antique children's dolls.
13. ***2025-34-1:*** Small vintage wood pecking chicken children's toy
14. ***2026-1-1:*** Antique rocking chair from the 1890s
15. ***2026-2-1:*** Early-200s Anheuser-Busch beer stein modeled after the Ponce Inlet Lighthouse
16. ***2026-4-1/3:*** Three antique cast iron match holders
17. ***2026-31 to 2026-40***: A collection of vintage Cincinnati Reds memorabilia including three baseballs signed by Ken Griffey, Tony Perez, and Dave Concepción, three commemorative coins issued by the National Baseball Hall of Fame, and four vintage Cincinnati Reds baseball cards.

    - **There are currently a total of 4,947 items in the material objects catalog.**

Photographs: 4 images were added to the collection in FY 2025-2026, including:

1. ***2025-29-3:*** Vintage black and white photograph of 3 soldiers lounging at the Headquarters of Company E of the 1st Illinois Volunteer Infantry during the Spanish-American War.
2. ***2025-29-4:*** Vintage black and white photograph of soldiers attached to Company E of the 1st Illinois Volunteer Infantry during the Spanish-American War.
3. ***2025-29-5:*** Vintage black and white photograph of a group of soldiers assembled outside of the Headquarters of Company E of the 1st Illinois Volunteer Infantry during the Spanish-American War.
4. **2025-29-7:** Vintage black and white photograph of Lt. Frank L. Cheney of Company E of the 1st Illinois Volunteer Infantry during the Spanish-American War. Lt. Cheney was the donor's great-great-grandfather.

    - **There are currently 5,355 items in the photographs catalog.**

***Archival Objects*:** Three archival items were added to the collection in FY 2025-2026:

1. ***2025-21-1:*** Invitation to the grand opening of the Constance D. Hunter Historic Pacetti Hotel Museum.
2. ***2025-22-1:*** Gift Bag for the grand opening of the Constance D. Hunter Historic Pacetti Hotel Museum
3. ***2025-***23-1: Program for the grand opening of the Constance D. Hunter Historic Pacetti Hotel Museum

    - **There are currently 1,199 items in the archives catalog.**

***Library Objects*:** Two new books were added to the library collection in FY 2025-2026.

4. ***2025-15-21:*** *Cincinnati's Dynasty 50 Years Later: The Big Red Machine* by the Enquirer.
5. ***2025-22-1:*** *The Family and I*, a 1968 self-published book by Marie Nast Wherry, MD.

- **There are currently 1,321 items in the library catalog.**

Education Collection: The programs department utilizes artifacts in its many educational endeavors. These artifacts are held in a special collection that is monitored and maintained by the curatorial department.

- **There are currently 727 items in the educational department catalog.**

De-Accessioned Objects: No Items were deaccessioned from the museum's collection in FY 2025-2026.

The curator carefully examines all objects within the museum's collection as part of an ongoing process to identify items not pertinent to our mission or in such poor condition that they need to be removed from the collections. Whenever possible, deaccessioned items are returned to the donor on record or relocated to other museums.

Accessions Summary for FY 2025-2026:

Museum records indicate that the Preservation Association held 13,549 items in its collection at the end of FY 2025-2026. Accessioned items are categorized as material objects (primarily artifacts), photographs, archival materials (documents, maps, brochures, etc.), or reference library resources (books, tapes, CDs, videos, or DVDs).

Newly acquired artifacts are identified, photographed, and added to the PastPerfect database as they become available. Most of the accessioned items have one or more images attached to their records. The following table identifies the current inventory of all accessioned items according to type:

Type	Quantity
Material Objects	4947
Photographs & Transparencies	5,355
Archival Materials	1,199
Reference Library Resources	1,321
Educational Catalog	727
Total Collections	**13,549**

All deeds of gift, invoices, and various other documents are linked to their applicable PastPerfect records. These documents are then accessible via the PastPerfect database. Hard copies of documents are also kept in a fireproof cabinet in the registrar's office.

The museum endeavors to refine and update its PastPerfect archival database continuously. The curatorial department maintains and updates this vital record-keeping program throughout the year. Important components of the accession process, such as invoices and payment records, are filed both digitally and as hard copies. Deeds of Gift are completed for donated items, incoming loans are reviewed, and, when pertinent, objects no longer appropriate for the collection are returned to their respective owners.

Lighthouses of the World:

Lighthouses of the World is an interactive museum exhibit that allows visitors to explore every surviving lighthouse in the world using a touch screen global map that can be zoomed in to a national, state, and local level on all seven continents. Available information about each lighthouse includes its tower design and construction methods, specific location, tower height and focal plane height, daymark and nighttime characteristic description, optic type (Fresnel

lens, DCB, LED, etc.), and general history. A photograph of the light station is included when available. If no image is available, a map showing its location is used.

Research and data gathering for the *Lighthouses of the World* touch screen kiosk exhibit project began in July 2005 and was completed during the second quarter of FY 2010-2011. Because the world's lighthouses are constantly changing (including operational status, day mark, and beacon characteristics), updates to the Lighthouses of the World database are performed as needed; however, the program is considered complete as originally envisioned.

7,852 lighthouses were entered into the touch screen computer program and are available for viewing at two computer stations in the museum.

Photography:

Photographs are taken of each new and updated exhibit, and the images are placed in digital archives. Additional photographs are taken of on- and off-site educational and community events, ongoing restoration and preservation work, and other notable projects and activities. All items entering the collection are photographed or scanned.

Extensive photography was and continues to be performed of the Ponce Inlet Light Station grounds, as well as, the Pacetti Hotel.

Conservation of Objects:

All objects taken into the collection undergo basic evaluation, cleaning, and stabilization. Objects treated more extensively during FY 2025-2026 included:

1. Cleaned and prepared the Sautter et Cie 6th-order Fresnel lens for public display
2. Various other small artifacts that have come into the collection have been cleaned and restored as needed.
3. Larger artifacts, such as historic furniture or wall-mounted artworks, have also undergone cleaning, slight restoration, and some limited modifications to ensure the security of our items on display.

Preservation/Stabilization/Rehabilitation of Historic Buildings:

The Ponce de Leon Inlet Lighthouse Preservation Association completes most building preservation and restoration using its own maintenance staff. All maintenance employees receive individualized and specialized training as needed and as part of the Association's ongoing training program. The Association uses outside consultants and specialists as needed. The curator writes treatment plans for major work on historic structures in committee with the executive director, director of operations, and the maintenance department.

Historic structure preservation and restoration work completed during FY 2025-2026 included:

1. Documentation of ongoing work at Pacetti Hotel Museum
2. Developed individual treatment plans for all scheduled work on historic buildings

Outreach Exhibits:

1. *Filibustering to Cuba* continues to be available
2. Educational virtual tour of the light station available to the public on our website
3. Provided a few tours and walkthroughs of the Pacetti Hotel for volunteers, board members, and VIP guests and donors.

Content Development for Quarterly Newsletters and Other Publications:

The museum curator is regularly tasked with developing content for the Preservation Association's various in-house publications, including its quarterly newsletter, Illuminations; the Ponce de Leon Inlet Lighthouse advertising brochure; the 16-panel self-guided visitor tour map; and various self-published books as needed. In addition to

composing content, the museum curator also assists with proofreading publications and suggesting edits and revisions prior to printing. Content development completed by the curator during FY 2025-2026 includes:

1. Researched and wrote a featured article for the October 2025 quarterly newsletter titled *William Aiken Walker: The Pacetti Hotel's Itinerant Artist*.
1. Researched and wrote a featured article for the January 2026 quarterly newsletter titled *The Spanish-American War: Filibustering to Cuba, the SS Commodore, and The Open Boat by Stephen Crane*.
2. Assisted with proofreading and editing each issue of the Association's quarterly newsletter, *Illuminations*
3. Assisted with the completion of necessary edits and revisions to various in-house publications, including the popular children's book *Nelly, the Ponce Inlet Lighthouse Cat,* and the museum's self-guided tour map brochure.

Historical Research:

The museum curator completed research on the following topics:

1. Ponce de Leon Inlet Light Station history
2. Pacetti Hotel and family history
3. Newly acquired artifacts
4. Historic conservation and preservation methods
5. Ponce Park/Ponce Inlet and regional history

Security/Visitor Monitor Support:

The curator conducts routine exhibit inspections to ensure the ongoing security of the museum's artifacts and exhibits, and trains maintenance staff on inventory control and exhibit security procedures. This work includes:

1. Weekly security checks of all exhibits and historic buildings
2. Quarterly spot checks and annual inventory of museum collection items valued at $1,000 and greater.
3. Training for new security guards and maintenance personnel on the cleaning procedures for the exhibit Plexiglas and viewing windows and artifacts.

Special Projects:

In addition to the duties and responsibilities outlined above, the curatorial department worked closely with administrative staff and each other department throughout this fiscal year to update the Preservation Association's Long-Range Plan, Collections Management Policy, and the Emergency Preparedness Plan. The department updated the paint log and multiple other forms and documents regularly used on site.

Special projects completed by the curatorial department during FY 2025-2026 include:

1. Submitted annual reports to the US Coast Guard.
2. Trained volunteers and college interns in the use of PastPerfect and the handling, storage, and cataloging of artifacts.
3. Coordinated return of artifacts loaned to the Museum of Arts and Sciences for the *It's a Ship Show* exhibit.
4. Coordinated filming of multiple commercials filmed on site.

Programs Department Report for Fiscal Year 2025-2026

Programs Department Summary: FY 2025-2026:

The Ponce De Leon Inlet Lighthouse Preservation Association is committed to the preservation and dissemination of the maritime and social history of the Ponce Inlet Light Station and Pacetti Hotel. The Association offers a wide variety of onsite and offsite educational offerings for young and old alike in support of this mission through its programs department.

Programs Department Staffing: FY 2025-2026

The programs department currently consists of one full-time programs manager supported by 42 volunteer docents.

Educational Program Offerings: FY 2025-2026

Current educational programs offered by the Ponce de Leon Inlet Lighthouse Preservation Association include:

1. Onsite K-12 Youth Group/School Tours
2. Off-site K-12 Educational Outreach Programs
3. Onsite Adult/Family Tours
4. Onsite Educational Events for the General Public
5. Onsite Special Interest Student Events
6. Offsite Community Outreach Events
7. Online Virtual K-12 Educational Outreach Programs
8. Online Virtual Community Outreach Programs
9. Onsite Climb with the Keeper Tours (RSVP only)
10. Onsite Monthly Climb to the Moon Tours (RSVP only)
11. Onsite Collaborative Regional/State Historic/Cultural Events
12. Other Special Events and Celebrations

Onsite Student/Youth Educational Tour Offerings: FY 2025-2026:

The Ponce De Leon Inlet Lighthouse Preservation Association offers groups of twenty or more the opportunity to participate in guided tours of both the Ponce Inlet Lighthouse Museum and Constance D. Hunter Historic Pacetti Hotel Museum. This unique educational experience is offered to all public and private Volusia County school groups free of charge during the regular academic year and to all other groups at a reduced admission rate year-round. Current guided group tour rates include the following.

Guided Group Tour Rates by Location and Age						
Guided Group Tour Type	**Lighthouse**		**Pacetti Hotel**		**Both Sites**	
	Adult	**Child**	**Adult**	**Child**	**Adult**	**Child**
All Volusia County School Groups	**Free**	**Free**	**Free**	**Free**	**Free**	**Free**
Non-Volusia County School Groups	**$6.95**	**$1.95**	**$5.00**	**$1.00**	**$11.95**	**$2.95**
Homeschool Groups (Public & Private)	**$6.95**	**$1.95**	**$5.00**	**$1.00**	**$11.95**	**$2.95**
All Other Groups (Public & Private	**$6.95**	**$1.95**	**$5.00**	**$1.00**	**$11.95**	**$2.95**

Onsite School Tours: The Association's knowledgeable volunteer docents and staff lead all onsite K-12 educational tours of the Ponce Inlet Lighthouse Museum and/or Constance D. Hunter Historic Pacetti Hotel Museum. The content and length of each K-12 educational school tour are tailored to the unique academic and scheduling needs of its intended audience and run 1.5 to 2 hours. A typical K-12 educational school tour includes the following activities:

K-12 Educational Enrichment Activities: Teachers wishing to expand their tour may choose any of the additional educational enrichment activities listed below, time and volunteer docent availability permitting.

1. The Science of Light and Lighthouse Illumination
2. 19th Century Pioneer Life
3. The Artifact Touch Box
4. The Keeper's Duties
5. Stephen Crane's epic short story *The Open Boat*
6. Living at the Lighthouse
7. Kids Play at the Lighthouse
8. Lighthouses by Night and Day
9. Florida's Beacons
10. Theater in the Woods
11. Domestic Family Chores
12. Early Navigation and Compass Reading
13. Inventions and Immigration
14. Building a Light Station
15. Lighthouse Archaeology
16. Lighthouse Adventure Day

K-12 Onsite Educational Tour Summary: FY 2025-2026 vs. FY 2024-2025:

The Educational Programs Department facilitated 72 onsite school tours of the Ponce De Leon Inlet Lighthouse and Historic Pacetti Hotel Museums during FY 2025-2026, serving 2014 public and private school students overall. These figures represent an 80% increase in the total number of K-12 guided tours provided in FY 2024-2025 and a 33% decrease in the number of students participating in guided tours during the previous fiscal year.

Student/Youth Educational Outreach Summary: Fiscal Year 2025-2026:

In addition to its youth-oriented onsite educational offerings and events, the association promotes historic and cultural awareness through its educational outreach program, which provides numerous off-site opportunities for students, teachers, and local youth groups to learn about lighthouse and regional history. These programs effectively foster public appreciation for our endangered historic resources and the need for continued preservation.

Established in response to increasingly restrictive budgets across public and private school systems, the Association's outreach program brings the Lighthouse to those who cannot experience the site firsthand or who plan to visit the

Light Station in the future. Developed by certified and/or retired teachers, these programs give students an interactive, meaningful way to learn about the Ponce Inlet Lighthouse without leaving their classroom. The Association provides educational outreach programs to all Volusia County private and public schools free of charge. Educational outreach services currently provided by the Ponce de Leon Inlet Lighthouse Preservation Association include:

1. *Formal Educational Outreach Programs*: Formal educational outreach programs currently offered by the Preservation Association to local public and private schools include the *Filibustering to Cuba/Stephen Crane Traveling Exhibit* and the lighthouse's three award-winning outreach programs: *The USLHE Traveling Library Box*, *Keeper in the Classroom*, and *The Science of Light and Lighthouse Illumination*.
2. *Educational Outreach Workshops:* In addition to the formal programs mentioned above, 25 unique 15-minute educational workshops are also available at the teacher's request. These workshops are available a la carte, grouped together as part of a themed focus unit, or as a follow-up activity to one of the association's formal programs. Themed focus units include *Living at the Light Station, Lighthouse Inventions and Innovations, Immigration: Building a Light Station,* and *WWII at The Lighthouse*. Workshop selection is determined by the needs of each individual teacher/classroom.
3. *Customized Educational Workshops:* Lighthouse staff often create customized educational programs that accommodate the unique academic and/or instructional needs of a specific grade level or group upon request. The museum's educational programs department develops these customized programs in accordance with the students' specific educational needs as defined by the teacher. *What is a Light Station* is one such program. Developed by docent Jackie Mann, *What Is a Light Station helps students understand the importance of a* light station. This program adapts to each classroom's specific needs and time constraints, but always includes a hands-on component that explains the important role lighthouses have played in maritime navigation. The Preservation Association continues to collaborate with local educators to develop new educational outreach offerings as new needs and challenges arise.

Educational Outreach Participation Summary: FY 2025-2026 vs. FY 2024-2025

The programs department delivered 24 educational outreach programs to local schools in FY 2025-2026, reaching 1,563 students overall through its K-12 educational outreach endeavors. This figure represents a 25% decrease in the number of local students served through the museum educational outreach program during FY 2025-2026 compared to the 2,087 served during FY 2024-2025.

Onsite Adult & Small Group Tour Summary: FY 2025-2026

On-site adult and small group tours include private tours of the lighthouse museum and special RSVP-only events, including Climb to the Moon and Climb with the Keeper. Led by knowledgeable staff and volunteer docents, these adult-oriented on-site offerings delve deeper into the history of the Ponce Inlet Light Station than youth-oriented tours and often provide access to areas of the light station normally closed to the public.

Lighthouse staff and volunteers facilitated 172 on-site adult group tours, 1 Climb with the Keeper Tour, and 12 Climb to the Moon tours in FY 2025-2026, with 1,694 adults participating overall.

The *Tuesdays and Thursdays at the Tower* program is a unique museum offering scheduled twice per month. First introduced in FY 2024-2025, *Tuesdays and Thursdays at the Tower* presentations include both historic lectures and guided tours of the Ponce Inlet Light Station and Pacetti Hotel. The Association facilitated 25 *Tuesdays and Thursdays at the Tower* programs during FY 2025-2026, which were enjoyed by 511 participants overall.

Community Outreach Summary: FY 2025-2026

Lighthouse staff and volunteers deliver informative lectures and multimedia presentations related to the history of the Ponce Inlet Light Station and the local Florida region to local groups throughout the year. Available throughout Volusia County, these special-interest outreach programs are frequently requested by members of local history organizations, special-interest groups, and other museums.

Community Outreach also includes lighthouse participation in large public events, including festivals, art shows, and parades, such as Barberville Pioneer Settlement Fall Jamboree, Port Orange Family Days, and History Con at the Museum of Arts and Sciences.

The Preservation Association participated in 31 community events in FY 2025-2026, including 8 public events and 23 collaborative museum/historic site events, attended by an estimated 4,443 people overall.

Onsite Events Summary: FY 2025-2026:

The Ponce de Leon Inlet Lighthouse and Museum hosted 48 on-site educational events for the general visiting public during FY 2025-2026, which were enjoyed by an estimated 4,234 adults and 760 children. On-site educational events are typically scheduled on national holidays and important historic dates. The lighthouse's current list of scheduled on-site events includes:

1. *Home School Days:* Held twice a year, this event is a day of fun educational workshops designed especially for homeschool students ranging from five to 15 years of age. Developed by certified and/or experienced educators, the Association's dedicated corps of volunteers facilitates the workshops. Homeschool days have become very popular within the Homeschool community. These events typically sell out within days of becoming available online and are consistently described by parents as the "best homeschool event they have ever attended". New workshops are developed annually to keep the program fresh and unique for the Association's many returning students.
2. *National Holiday Programs:* Designed to give visitors something extra during their visit to the Lighthouse, national holiday events at the Lighthouse include Thanksgiving, Christmas, Memorial Day, Flag Day, Columbus Day, and Independence Day.
3. *Florida Heritage Day:* Developed in celebration of Florida's 500 years of history, visitors toured the Ponce Inlet Lighthouse and enjoyed numerous offerings, including guided tours of the Light Station and family-oriented workshops and activities. Held as a major cultural event for the first time in 2022, the Ponce Inlet Lighthouse hosted other museums and historical institutions from across the state to celebrate Florida Heritage Day. Altogether, twelve museums and 2 historical presenters took part in this important cultural event.
4. *National Lighthouse Day:* Celebrating the anniversary of the founding of the United States Light-House Establishment on August 7, 1789, the Ponce de Leon Inlet Light Station offered a variety of educational workshops and family-oriented activities to its visitors.
5. *Florida Lighthouse Day:* Held in celebration of Florida's rich maritime history and twenty-nine remaining Lighthouses, Florida Lighthouse Day is an annual event that provides visitors with the opportunity to educate the public about the state's rich maritime history through a variety of educational workshops, interpretive programs, and family-oriented activities.
6. *Biketoberfest:* Held each October during Daytona's Biketoberfest, this multi-day program provides visitors with the opportunity to participate in several special offerings at the Lighthouse, including the artifact table, the

opportunity to talk with the Old Lighthouse Keeper in his office in the principal keeper's dwelling, and learning about old-time Crystal Radios at the top of the tower.

7. *Bike Week:* Held each March during Daytona's Bike Week events, this multi-day program provides visitors with the chance to participate in several special offerings at the Lighthouse, including a display of the *History of Motorcycles on the Beach*.
8. *Echo Ranger Program:* Developed in cooperation with the Volusia County Echo Ranger Program, Echo Ranger Day is offered at the Ponce Inlet Lighthouse once a year. Free to all registered Volusia County Echo Rangers, ECHO Ranger Day features a variety of theme-based, onsite, family-oriented activities and offerings, including guided tours of the Ponce Inlet Lighthouse Museum and Constance D. Hunter Historic Pacetti Hotel Museum, along with family-oriented educational workshops.
9. *Climb to the Moon:* Offered monthly on the eve of the full moon, Climb to the Moon is a special fundraising event. Activities include a guided tour of the historic keeper's dwellings, the Ayres Davies Lens Exhibit building, and the light station's grounds. Participants accompany the *Old Lighthouse Keeper* on a guided tour of the tower, lantern room, service room, and watch room prior to watching the setting sun and rising full moon from the gallery deck.
10. *Spirit of '45 Day:* Held in memory of the end of WWII, Spirit of 45 Day celebrates Florida's domestic and military contributions to the nation's efforts to win the war. This specialized onsite program, developed by museum staff, features several presentations and activities focused on America's pivotal role in ensuring the Allied victory over the Axis powers, including an oral presentation titled *The Spirit of the Greatest Generation* and *World War II Along the Halifax*.
11. *Indigenous Peoples Heritage Day:* Originally developed to increase public awareness of Florida's often overlooked Native American history, Indigenous Peoples Heritage Day has become one of the most popular and culturally notable events on the museum's calendar. Introduced in February 2022 and later moved to November to coincide with Native American Heritage Month, Indigenous Peoples Heritage Day is a major cultural event that draws museums and historical institutions from across the state. As the first of its kind in Florida, 6 museums and 5 historical presentations were available to visitors as part of general admission to the lighthouse that day. The first Indigenous Peoples Heritage Day generated so much interest in the local community that it led to other collaborative museum events, including dozens of community outreach presentations and the development of several new K-12 educational programs.

Teacher Education Summary: FY 2025-2026:

Lighthouse staff and docents promote the association's educational offerings within the local school system by attending teacher training workshops, volunteering as judges at the Volusia County Social Studies Fair, and providing free teacher admission on select days of the year. Through these efforts, the lighthouse networked with an estimated 500 education professionals in FY 2025-2026.

Volunteer Program Summary: FY 2025-2026:

Program volunteers are vital to the continued success of the Ponce de Leon Inlet Lighthouse and Museum. While performing a wide range of duties, most volunteers serve in one or more of the following capacities:

1. Tour Guides
2. Educational Workshop Instructors

3. Historic Re-enactors and Assistants
4. Guest relations/ Greeters
5. Transcription Assistants
6. Special Event Assistants
7. Curatorial and Restoration Assistants

The museum's 42 volunteers collectively donated 4,341 hours to the Association during Fiscal Year 2025-2026. The estimated dollar value of these hours is $156,884, based on the 2026 hourly volunteer rate of $36.14/hour established by the Independent Sector in collaboration with the Do-Good Institute.

Professional Collaboration: FY 2025-2026:

The Preservation Association actively collaborates with other members of the educational, museum, lighthouse, and historic preservation community to achieve its mission. Collaborative endeavors during FY 2025-2026 included:

1. Facilitated partnerships with US Coast Guard Station in New Smyrna Beach, FL
2. Attended Boy Scouts regional kickoff event
3. Attended the Volusia County Schools social studies fair
4. Conducted 11 volunteer training workshops onsite
5. Conducted 12 monthly volunteer meetings
6. Established working relationships with Homeschool Groups throughout Florida
7. Attended Volusia County Schools Parent Liaison annual meeting
8. Developed historical lecture presentations in collaboration with local Volusia County library representatives
9. Developed and coordinated two onsite events attended by representatives from other museums and cultural sites located both within Volusia County and throughout the local Florida region. These events included Baseball at the Pacetti Hotel and Florida Heritage Day.

Administrative Department Report for Fiscal Year 2025-2026

Administrative Department Summary: FY 2025-2026

The Preservation Association's administration department is responsible for managing the ongoing operations of the Ponce de Leon Inlet Lighthouse and Museum. It achieves this objective by ensuring that personnel assigned to the gift shop, maintenance, curatorial, and programs departments fulfill their respective duties in accordance with the Association's established policies, procedures, and organizational objectives; and by managing the following areas of the organization's ongoing operations:

1. Information and Record Keeping Management
2. Integrated Technology (IT) Systems Management
3. Human Resource Management
4. Accounting & Financial Management
5. Membership Program Management
6. Interdepartmental Coordination
7. Advertising and Public Relations
8. Board of Trustees and Sub-Committees
9. Special Project Coordination and Management

Administrative Department Staff in FY 2025-2026:

Current members of the Ponce De Leon Inlet Lighthouse and Museum's Administrative Department include:

1. *Executive Director:* The Executive Director reports directly to the Board of Trustees and is responsible for managing the Association's day-to-day operations. The Executive Director implements the policies and procedures adopted by the Board of Trustees and is responsible for the Association's efficient operation.
2. *Director of Operations:* The Director of Operations is responsible for overseeing the operations of the museum and the supervision of the staff. This position advises and works with the Executive Director to develop and implement overall administrative and management policies and plans. The Director of Operations serves as the Executive Director's principal advisor on program planning and allocation of museum resources.
3. *Administrative Assistant/Bookkeeper:* The Administrative Assistant/Bookkeeper is responsible for assisting the Executive Director with financial and administrative duties and tasks as assigned. The Administrative Assistant/Bookkeeper works closely with all departments to pursue departmental goals.

Information and Records Management Summary: FY 2025-2026

Records management supports the Association's broader functions of governance, risk management, and compliance and focuses on managing evidence of the organization's activities and reducing or mitigating associated risk. The administrative department is responsible for the efficient and systematic control of the creation, receipt, maintenance, use, and disposition of records, including processes for capturing and maintaining evidence of and information about business activities and transactions in the form of records. The department maintained all financial records (i.e., receipts, invoices, tax documents, internal documents, personnel records, etc.) during FY 2025-2026 in accordance with internal organizational policies and state/federal legal requirements. Information and records management tasks completed by the administrative department included:

1. Input and maintenance of accurate payroll records
2. Generation of annual W-2 employee statements
3. Maintained personnel files and company policies and procedures
4. Assembled in-house publications, reports, analysis, and other materials as needed
5. Maintained, filed, and digitized financial and administrative records
6. Processed and tracked free and prepaid admissions
7. Generated monthly, quarterly, and annual reports
8. Managed Memorial Brick Program
9. Managed all records for Constance D. Hunter Charitable Foundation grant in support of Pacetti Hotel Museum Outdoor Educational Area Development Project
10. Managed all records for FLA Lighthouse Preservation Grant in support of exterior tower ironwork painting.
11. Coordinated with curatorial department on revisions to the Long-Range Plan, Collections Management Policy, and the Emergency Preparedness Plan

Integrated Technology (IT) Management Summary: FY 2025-2026

An information technology system (IT system) is defined as an information system, communications system, or computer system and includes all hardware, software, and associated peripheral equipment. Current IT systems employed at the Ponce Inlet Lighthouse and Museum include a networked computer system comprised of individual workstations linked to a central server; a Point of Sale (POS) system that includes a main POS server linked to three register workstations; video surveillance security systems for the Ponce Inlet Lighthouse Museum and Historic Pacetti Hotel Museum, a fire monitoring and burglar monitoring system for both the Ponce Inlet Lighthouse Museum and Historic Pacetti Hotel Museum, and exhibit hardware including televisions, interactive displays, and interactive kiosks. IT-related work completed by the administrative department during FY 2025-2026 included:

1. Coordinated server maintenance and troubleshooting with Daytona IT as needed
2. Replaced hardware and repaired network equipment as needed
3. Coordinated/completed repairs and updates to staff workstation computers as needed
4. Coordinated/completed repairs to gift shop POS equipment as needed
5. Worked with Daytona IT to ensure work network and retail POS systems met Payment Card Industry Data Security Standard (PCI DSS) compliance standards
6. Repaired video surveillance system in Ponce Inlet Lighthouse Museum and Constance D. Hunter Historic Pacetti Hotel Museum as required
7. Repaired and/or replaced exhibit televisions and interactive kiosk touch screens as needed
8. Reviewed and edited the museum website as required.
9. Updated existing ecommerce platform (www.lighthouselocker.org) as needed
10. Coordinated repairs and service for internet equipment and communication systems

11. Coordinated repairs and service to office equipment as required
12. Facilitated repairs and inspections of existing fire and burglar monitoring system

Human Resource Management Summary: FY 2025-2026

Human resource management includes all administrative duties and responsibilities related to employee recruitment, training, and professional development. Additional HR-related tasks include administering employee-benefit programs and maintaining employee records. Human resource management activities included:

1. Posted job openings online, reviewed applicants, interviewed potential candidates, completed reference and background checks, and filled vacant positions
2. Completed national background checks for all new employees and volunteers
3. Completed new hire paperwork for all new employees
4. Assisted with the development of monthly maintenance department work schedules and weekly work assignment lists as needed
5. Counseled employees and addressed performance issues
6. Performed 90-day probationary and annual performance reviews
7. Maintained employee records
8. Administered employee-benefit program
9. Facilitated staff meetings and employee training sessions as needed
10. Approved and facilitated staff attendance at local, state, and national conferences as needed

Accounting and Financial Management Summary: FY 2025-2026

The administrative department ensures the Association operates within the fiscal parameters of the Board-approved annual budget by monitoring the organization's ongoing financial activities. The department achieves this objective by preparing financial statements, maintaining the general ledger, paying bills, billing customers, managing employee payroll, performing daily financial analysis, and more. Accounting and fiscal management tasks completed by the administrative department included:

1. Processed daily accounts receivable and payable and reconciled daily gift shop receivables in QuickBooks
2. Confirmed bank balances daily
3. Completed cash sales deposits
4. Performed monthly reconciliation of bank accounts
5. Monitored investment portfolio performance and reallocated investment funds as needed
6. Processed monthly sales tax payments
7. Generated and reviewed monthly P&L statements
8. Processed and deposited monthly endowment donations
9. Processed biweekly payroll and related taxes

10. Processed employee benefits, including biweekly 401k payments
11. Processed monthly employee health, vision, dental, and life insurance payments
12. Processed quarterly payroll taxes (forms 941 & UT6)
13. Prepared and coordinated annual independent audit
14. Completed annual Workers' Comp and 401k audits
15. Developed Preservation Association's annual budget and adjusted accordingly in response to the fiscal impact of the economic downturn and rising inflation on museum operations
16. Analyzed monthly budget reports for purposes of forecasting cash flow

Membership Program Summary for FY 2025-2026

The administrative department manages the Preservation Association's member program and increases the organization's overall membership. It achieves this objective by actively recruiting new members and encouraging existing members to renew or upgrade their current memberships through social media, electronic correspondence, and direct mail. Member-related activities performed by the administrative department included:

1. Maintained membership database
2. Mailed monthly renewal notices to expiring members
3. Facilitated member recruitment and retention through electronic and letter correspondence
4. Developed new membership enrollment forms for FY 2025-2026

Interdepartmental Support and Coordination Summary for FY 2025-2026

The administrative department actively coordinates museum activities and provides technical support, guidance, and assistance to all departments throughout the year as needed. This is especially so regarding the maintenance department, which is managed by the director of operations and executive director. Interdepartmental support and coordination tasks performed by administrative personnel included:

1. Coordinated and directed the activities of the gift shop, maintenance, curatorial, and programs departments in support of scheduled museum events
2. Maintained the Association's primary operations calendar
3. Monitored postage accounts and ordered postage and mail supplies as needed
4. Conducted periodic inventory of office consumables and reordered supplies as needed
5. Answered company telephones; responded to caller inquiries, and directed calls to appropriate departments
6. Collected, mailed, and distributed incoming and outgoing postal correspondence and packages
7. Monitored and maintained the customer survey database
8. Coordinated monthly Climb to the Moon events and scheduled weddings
9. Assisted with management of daily maintenance department activities
10. Generated maintenance work lists and conducted final inspection of completed assignments as required

11. Developed building plans and material lists for scheduled maintenance department projects
12. Purchased maintenance supplies for ongoing facility operations and scheduled projects as needed
13. Coordinated maintenance-related work performed by subcontractors and third-party service providers
14. Assisted gift shop management and staff with annual physical inventory
15. Maintained active membership status in professional organizations
16. Worked with Educational Programming and Curatorial departments to develop new educational programs and exhibits for Pacetti Hotel Museum
17. Supported gift shop with development of new Pacetti Hotel Museum merchandise, including product selection and graphic design services
18. Reprinted *Nelly, the Lighthouse Cat* children's book
19. Developed and printed new Ponce Inlet Lighthouse Christmas/Happy Holidays greeting cards
20. Coordinated development and printing of *Jingles, the Lighthouse Dog* children's comic book
21. Coordinated development and printing of *Augustin Fresnel, Master of Light* children's comic book

Advertising and Public Relations Summary for FY 2025-2026

The administrative department develops and implements the Association's annual advertising strategy, using print, digital, and social media to promote the Ponce de Leon Inlet Lighthouse and Museum and encourage visitation. Advertising and public relations activities completed by administrative personnel in FY 2025-2026 included:

1. Composed and distributed press releases, public announcements, and related printed materials
2. Maintained a database of important public relations contacts
3. Developed the Association's annual advertising strategy and budget
4. Managed museum social media platforms including Facebook, Twitter, and Instagram
5. Participated in Florida Lighthouse Association meetings and Annual Leadership Retreat
6. Responded to customer inquiries as needed
7. Developed, designed, and submitted advertising layouts for print
8. Coordinated and participated in on-site filming for local news stations, television programs, and YouTube broadcasts.
9. Developed annual and quarterly digital advertising plan in collaboration with contracted digital marketing specialist. Monitored performance of digital advertising campaigns through the organization's Google Ad Grant account with assistance from the contracted digital marketing specialist

Administrative Department Special Projects Summary for FY 2025-2026

Additional activities performed by administrative staff include educational program development, graphic design, coordinating contract services with outside vendors, conducting historical research, publishing the Association's quarterly journal, *Illuminations*, managing the museum's memorial brick program, and other duties as assigned.

1. Submitted memorial brick orders to engravers and corresponded with customers by mail
2. Developed virtual educational programs and delivered virtual programs to local school groups
3. Developed, designed, and laid out four issues of *Illuminations* for publication
4. Researched and composed articles for each quarterly newsletter and coordinated completion, submission, and editing of all newsletter content
5. Monitored material inventory of the Association's visitor guide map, 4-panel rack brochure, and other printed materials. Edited and coordinated reprinting of materials as needed
6. Designed and developed advertisements for print and digital media, including content and graphic design
7. Coordinated edits to main website at www.ponceinlet.org and developed new website content
8. Planned and coordinated exterior and interior restoration work on/in historic buildings
9. Coordinated repairs to existing climate control systems in all buildings as needed
10. Supervised execution of annual inventory
11. Developed the President's Annual Report for FY 2025-2026.
12. Coordinated scheduling and execution of tower exterior ironwork repainting with H.I.S. Painting, Inc.
13. Coordinated and managed onsite private gatherings/events at both the Ponce de Leon Inlet Lighthouse Museum and Constance D. Hunter Historic Pacetti Hotel Museum

Administrative Department Grants Summary for FY 2025-2026

The administrative department is responsible for developing and submitting private grant applications when appropriate and for managing all records related to all grant funding received. The Preservation Association received two private grants in FY 2025-2026: a $75,000 Florida Lighthouse Association Gene Oakes Lighthouse Preservation Grant to support the planned restoration of the tower's exterior ironwork, and a second $10,000 grant from a local foundation to support the Constance D. Hunter Historic Pacetti Hotel Museum.

Digital Marketing Summary for FY 2025-2026

Digital marketing is one of the Association's primary advertising strategies used for promoting the Ponce Inlet Lighthouse Museum and the Constance D. Hunter Historic Pacetti Hotel Museum. The Association funds much of its online advertising through a Google Ad Grant account managed by a contracted digital marketing firm.

Digital Marketing Goals for FY 2025-2026:

The Preservation Association set the following digital marketing goals for FY 2025-2026:

1. Highlight Ponce Inlet as a Floridian day-trip destination
2. Market the lighthouse to the millennial generation
3. Increase use of user-generated content to improve engagement
4. Increase Pacetti Hotel project interest & donations
5. Increase onsite visitors for onsite lectures & holidays

PILH Website Performance Review for FY 2025-2026:

This year's website marketing efforts focused on creating a clear customer journey and continued blogs with a focus on search engine optimization to reach the target audience. Website performance metrics for FY 2025-2026 included:

1. Unique Visitors Increased**:** Explanation: Unique users represent individuals on the site. If a user leaves the site & comes back later, their second visit does not count towards this metric. Unique users increased by 46%.
2. Website Sessions Increased**:** Explanation- A website session is a description of how a user interacts with your website over a specific time frame. A single session can contain multiple page views. Website sessions increased on the Association's website by 35.26%.
3. Website Bounce Rate Increased: Explanation- The bounce rate is the percentage of sessions that result in a bounce—that is, sessions that begin and end on the same page of a specific website. The bounce rate on the lighthouse website increased by 32%, meaning that users interacted with the Ponce Inlet Lighthouse website for shorter periods than in previous years.
4. Targeted Conversion Indicators Increased*:* Explanation- The conversion rate is the percentage of users who take a desired action.
    - Visits to the website's coupon page lasting more than 10 seconds increased by 2.3%.
    - Completion of the "Customer Journey" indicates a user may be planning a physical visit to the lighthouse. Consumer Journeys increased by 4.5%.
5. Targeted Demographic Use Changed*:* Explanation: Ad campaigns were used in FY 2025-2026 that targeted a) Millennials, b) Orlando, and c) Daytona. The ad campaigns proved moderately effective and produced the following results in FY 2025-2026 compared to FY 2024-2025:
    - Website users from Orlando decreased by 10.5%
    - Website users from Daytona Beach decreased by 5%
    - Website users in the millennial generation (ages 30-45) decreased by 4.2%

Google Ad Campaign Performance for FY 2025-2026:

The overall goal of the Preservation Association's non-profit Google Ad Grant is to take full advantage of the substantial savings provided by this Google program by increasing ad spending and improving keywords to increase ad visibility in search results. Google Ad performance metrics for FY 2025-2026 included:

1. Ad Clicks*:* Explanation: An ad click is a digital marketing metric that counts the number of times users have clicked on a digital advertisement to reach a specific website. Ad clicks increased by 70.25%.
2. Ad Spending*:* Explanation: Google does not set a fixed cost for each ad but uses an auction model instead, where companies bid against each other for specific keywords. As a result, digital ad pricing is fluid and driven by supply and demand. The Google Ad Grant allows the Association to establish ad campaigns targeting specific words and phrases that users enter in the Google search bar at no cost to the organization. Google Ad Grant spending decreased by 0.19%.
3. Ad Impressions*:* Explanation- An ad impression is counted each time your ad is shown on a search result page or other site on the Google Network. Ad impressions increased by 274.63%.

Social Media Performance for FY 2025-2026:

The overall goal for the Ponce Inlet Lighthouse social media campaign (including Facebook, Instagram & X (formerly Twitter) is to improve consistency of posting schedule, increase user engagement, and utilize user-generated and community-focused content. Social media platform performance metrics for FY 2025-2026 included:

1. The number of people reached increased by 22.5%
2. The number of page followers increased by 5.2%
3. The number of post engagements increased by 6.6%

Board of Trustees Summary for Fiscal Year 2025-2026

The Ponce de Leon Inlet Lighthouse Preservation Association is governed by an all-volunteer Board of Trustees comprised of eleven Ponce Inlet residents who are committed to the ongoing preservation and dissemination of the maritime and social history of the Ponce Inlet Lighthouse. The Board is assisted in its endeavors by an all-volunteer Advisory Committee made up of like-minded Town residents drawn from the general membership. Together, these two groups guide the Preservation Association's ongoing operations. Current Board of Trustees and Advisory Committee members include:

Board of Trustees		***Advisory Committee***
Tara Lamb	*(President)*	
Bob Riggio	*(Vice President)*	Terry Revak
Dave Sweat	*(2nd Vice President)*	Lisa Sixma
Judy Huggins	*(Treasurer)*	Edson Graham
Cheryl Cunningham	*(Secretary)*	Richard Van Rensselaer
Mary Lou Fillingame		Matthew Montgomery
Ed Davis		
Tony Goudie		
Brad Blais		
Julie Davis		
Cyndi Richey		
Robyn Hurd	*(Trustee Emerita)*	
Tami Lewis	*(Trustee Emerita)*	
Ellen Pagliarulo	*(Trustee Emerita)*	

The executive director reports to the Association's governing body and is responsible for directing all staff activities related to communicating with, reporting to, and supporting the Board of Trustees, its sub-committees, and the Advisory Committee. The executive director is supported in his board-related activities by the director of operations and administrative assistant. Board-related activities completed by the administration department include:

1. Coordinated monthly Board of Trustee meetings, quarterly Finance & Budget Committee meetings, and other committee meetings as needed
2. Generated and assembled necessary reports and documents for monthly board meetings, including the Treasurer's Report, Executive Director's Report, Monthly Income Report, YTD P&L Report, Budget & Finance Committee Report, Endowment Fund Committee Report, Meeting Minutes, and Meeting Agenda
3. Maintained effective and open lines of communication with all Board of Trustees and Advisory Committee members and notified them of important events, developments, and organizational needs as required
4. Facilitated Legal Committee meetings and correspondence regarding the Preservation Association's purchase of the historic Pacetti Hotel
5. Informed Board of Trustees and Budget & Finance Committee members of special developments, projects, and potential museum acquisitions and requested approval for funding as needed