

Board of Directors Meeting

Friends of the Latimore Tourist Home, Inc.

February 13, 2024
MINUTES

The monthly meeting of the Friends of the Latimore Tourist Home Board of Directors met at 203 S. Commerce Avenue, Russellville City Hall, First Floor Conference Room, on February 13, 2024, at 12:00 p.m. President Randy Hendrix called the meeting to order.

Board Members present:

Suzanne Alford
Margaret Bagby
Randy Hendrix
Bob Hiegel
Jane Pittman
Julie Paladino Vaughn

Also in Attendance:

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|--------------------|------------------------|
| Steve Bennett | Irma Jackson |
| A.J. Chauffe | Sara Jondahl |
| Mary Cohoon | Victoria Marchant |
| Carolyn Creel | Jaci Palmer |
| Deborah DeJohnette | Charity Park |
| Toi Drummer | Tiffini Evans Robinson |
| Debi Headly | Elli White |

Call to Order & Welcome Directors and Guests – Board President Mr. Randy Hendrix called the meeting to order.

Roll Call – Board Secretary, Ms. Julie Paladino Vaughn announced roll call. Ms. Betsy McGuire and Mr. Marshall Morris were absent.

Finding of Quorum – Mr. Hendrix found a quorum.

Approval of Minutes – Mr. Bob Hiegel made a motion to accept the January Board minutes. Ms. Jane Pittman seconded the motion. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Margaret Bagby provided the Finance Report. Ms. Bagby stated the current money market account balance is at \$44,856.50 and the checking account balance at \$2,334.59. A copy of the Arvest Bank statements ending in January are attached to these minutes.

City Planner Report – Sara Jondahl

No report.

Mr. Hendrix asked anyone new in the audience to introduce themselves. Ms. Tiffini Evans and Ms. Stacy Howell were guests. Also in attendance were a few Arkansas Tech students who will be helping the Board with social media outlets and upcoming events. ATU student, Ms. Jaci Palmer asked to take pictures during the Board meeting.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Hiegel stated that the conservation easement for the Latimore Tourist Home was completed and approved by the Arkansas Historic Preservation Program (AHPP). On January 31st, Mr. Hiegel and Mr. Steve Bennett met with Mr. James Streett of Streett Law Firm to discuss the preparation of an agreement with Blackstone Construction to be the construction manager on the Latimore Tourist Home. Mr. Hiegel and Mr. Bennett have also been continuing to work with the City Attorney, Mr. Trey Smith, on the eminent domain on lots 9 and 10. The right to contest the lots by claimants has expired. The payment to Ms. Bowes was approved and will go to the full City Council on February 15th. Property fencing is still in the process with the Chamber of Commerce Leadership Group. The fence will span the back of lots 7 through 10. Mr. Wendall Miller of Miller Roofing agreed to help where they could. They are very positive in their support of the project. Mr. Hiegel and Mr. Bennett have been working with Mr. Kendall Hern to rehabilitate one window. The window upstairs was removed and rebuilt. It was installed on February 5th. Mr. Hern will provide a final invoice which will be around \$4,000.00. The total budget for windows is approximately \$65,000.00, but this portion of the project cannot proceed until more money is raised. Mr. Hiegel discussed the need for a motion to pay Ms. Bowes after it had been approved by the City Council. Ms. Suzanne Alford made a motion to move the money owed to Ms. Bowes in preparation of payment. Mr. Hiegel seconded the motion. Motion carried. Please find a copy of the minutes of the Design/Planning Committee meeting for February attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Suzanne Alford discussed the Mosaic Temple event that members attended on racial issues within education in Arkansas. Packets of information were distributed to those in attendance at the event. Ms. Pittman stated to date, we have sold 200 pancake breakfast tickets, and have raised \$1,000.00. She also stated that assignments will be given out that morning of the breakfast on Sunday, February 25th where help will be needed. Mr. Johnny Story will help advertise the event on the radio. The event starts at 9:00 a.m. Please wear your T-shirts. Ms. Alford added that we are working on getting something in the Courier paper. Ms. Mary Cohoon asked if the Friends of the Latimore Tourist Home committee was going to participate during the Eclipse events in April. Ms. Debi Headly updated everyone and discussed the many events that were already scheduled around the time of the Eclipse. Please find a copy of the Fundraising Committee meeting minutes attached to these minutes.

Operation – Julie Paladino Vaughn, Chair

Ms. Paladino Vaughn wanted to confirm a Latimore booth location for the Spring Art Walk on Friday, March 1st. Mr. Alford suggested the same location that was used during the December Art Walk which was inside the Central Presbyterian Church. Ms. Alford stated she would reach out to the contact and see about reserving the spot for the booth.

Outreach – Betsy McGuire, Chair

Ms. Paladino Vaughn covered the Outreach updates for Ms. Betsy McGuire who was absent and not feeling well. Ms. Paladino Vaughn discussed the banner designs that Ms. McGuire had been working on with Sign Hub. Copy of the designs were handed out for all to review. Please find a copy of the banner examples attached to these minutes. Ms. Paladino Vaughn asked Ms. Sara Jondahl to confirm measurement requirements. She stated that six feet is the maximum on how tall the banner can be for an R3 Zone. Ms. Jondahl expressed the importance of differentiating the two different logos and the usage. One logo is the original logo of the Friends of the Latimore Tourist Home, while the other logo is the newly developed logo of the Latimore Tourist Home. It was agreed to use the original logo of Friends of the Latimore Tourist Home for the pancake breakfast since the Friends are the ones hosting the event. The newly developed logo for the Latimore Tourist Home would be used to display in front of the Latimore Home. It would be a temporary sign, as a permanent sign and the structure would need to be designed in the future. Ms. Paladino Vaughn suggested a motion to move forward with option five, a 6x4 size, to be used for the banner with the new logo in front of the house. The total would be \$234.25 plus tax. Ms. Alford made a motion to proceed with option five. Ms. Bagby seconded the motion. Motion carried. Mr. Hiegel made a motion to spend up to \$275.00 with Posey Printing for the appropriate banner to be used at the pancake breakfast and at other events. Motion carried. Please find a copy of the February Outreach Committee meeting minutes attached to these minutes.

Old Business:**New Business:****Announcements:**

- Committee Meetings - Tuesday, March 5th, First Floor Conference Room, City Hall
- Board of Directors Meeting – Tuesday, March 12th at 12:00 p.m., First Floor Conference Room, City Hall
- Spring Art Walk – Friday, March 1st at 6:00 p.m., Russellville Downtown
- Mr. Hiegel announced that he is now retired from HTW Architects and Engineers. He is now employed with Blackstone Construction, as a Project Manager. His new email address is bhiegel@bscasphalt.com. Everyone congratulated Mr. Hiegel on his new role.

Adjournment – Mr. Hendrix adjourned the meeting.