

Board of Directors Meeting
Friends of the Latimore Tourist Home, Inc.
January 11, 2022
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 January 11, 2022, at 12:00 p.m. President Randy Hendrix called the meeting to order.

Board members present:

Suzanne Alford
Margaret Bagby
Steve Bennett
Randy Hendrix
Bob Hiegel
Betsy McGuire
Marshall Morris
Julie Paladino

Also in Attendance:

Erma Booth
Mary Cohoon
Ellen Collins
Mayor Richard Harris
Debi Headley
Sara Jondahl
Victoria Marchant
Charity Park
Sarah Stephens
Dorothy Stewart
Terry Thomas

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

Roll Call – Secretary Julie Paladino announced roll call. Board Member Ms. Jane Pittman was absent.

Finding of Quorum – A quorum was found by Mr. Hendrix.

Approval of Minutes – Mr. Hendrix made the announcement for the approval of the minutes from December 14, 2021. Mr. Steve Bennett made a motion to move to approve the minutes. Ms. Betsy McGuire seconded. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Bagby announced the current balance to be at \$56,680.37. Ms. McGuire made a motion to approve the Finance Report. Mr. Marshall Morris seconded the motion carried. Motion carried. A copy of the bank statement is attached to these minutes.

City Planner Report – Sara Jondahl
No Report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Bob Hiegel stated the committee met and discussed working with attorneys to transfer the New Prospect Church property. There was also discussion with the owners of lot 9 and 10. The owners live on Glennwood. Committee members also reviewed the architectural and engineering process of moving the Latimore Tourist Home to James School Park, such as insurance and methods of construction management contracts versus low bidder contracts. Please see a complete report of the Design/Planning Committee meeting attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Alford stated she would like to launch the art show sale fundraiser by contacting all of the artist in town, art groups and the Art Center. The month of May is the prospective time frame to hold the event. The location of the event is in the works. Mr. Bennett stated the T-Mobile Grant was submitted in the middle of December. They have a response time of three months.

Ms. Alford encouraged to invite those you know to like the Facebook Group Page and visit the Friends of the Latimore Tourist Home website. Mr. Bennett added that if you review the minutes from the Fundraising Committee meeting, under item number five, a budget will need to be prepared for support of grants. We need to start working on that soon. Ms. McGuire also added that a separate budget needs to be prepared such as for events, mailing stamps, and overall administration costs. Mr. Bennett brought up the discussion on the MLK event. Mr. Hendrix stated the event will be at James School Park at noon. Free lunches will be handed out. A Friends of the Latimore Tourist Home table can be set up at the event. Please see a complete report from the Fundraising Committee meeting attached to these minutes.

Operation – Julie Paladino, Chair

No Report.

Outreach – Betsy McGuire, Chair

Ms. McGuire stated Ms. Charity Park has been great with working on the website, specifically on the donation details such as donating in honor of someone. A Facebook Page is also in the works of being created. A Facebook Group is already established. Ms. McGuire added that Ms. Debi Hedley will be working on a calendar of events, a blog, and a quarterly newsletter. Ms. McGuire discussed how well the presentation went to the Rotary Club. Mr. Hendrix thanked Mayor Richard Harris for everything that he has done to help the Friends of the Latimore Tourist Home and for his encouragement. Ms. McGuire discussed her creating a scrapbook to help with archiving important pieces of history. Ms. McGuire discussed McKinley Heffley being the new intern for the Friends of the Latimore Tourist Home. Ms. Hedley discussed a symposium in Little Rock on Saturday, February 5th, and they are also doing a live stream. Mayor Harris approved that the live stream could be shown at City Hall from 10:00 a.m. until 1:30 p.m. Ms. McGuire thanked Mayor Harris for allowing the use of City Hall, and Ms. Hedley for all her work in finding the event. Ms. McGuire thanked Sara Jondahl and Victoria Merchant for their assistance.

and support from their office. Ms. Paladino discussed a Stripe discount that is being offered to the Friends of the Latimore Tourist Home. Mr. Bennett made a motion to move to accept the discount. Ms. Alford seconded the motion. Motion carried. Please see a copy of the discount breakdown attached to these minutes. Ms. Paladino also spoke with Ms. Misty Lumpkins with the Chamber of Commerce in reference to the Friends of the Latimore Tourist Home, Inc. joining the Chamber as a member. The yearly rate would be \$175.00. Mr. Hiegel made a motion to join the Chamber of Commerce. Mr. Marshall Morris seconded the motion. Ms. Alford opened the floor for discussion suggesting that the Board ask the Chamber if they do a complimentary ad for non-profits. Ms. McGuire suggested to have a point of contact with the Chamber, such as the secretary. Mayor Harris suggested we also look at getting on the Quality of Place committee that is organized under the Chamber of Commerce. Ms. McGuire also mentioned that Leadership Russellville might be looking for a project to do with the Latimore Tourist Home. After the discussion on joining the Chamber, the motion was carried. Ms. Paladino also stated that councilman Rick Harrell will be the liaison for the Friends of the Latimore Tourist Home Board for 2022. Please see a complete report from the Outreach Committee meeting attached to these minutes.

Old Business:

Ms. Paladino stated that during the December 2021 Board Meeting, the Finance Report did not have a motion to approve the report. Mr. Bennett made a motion to approve the December 2021 Finance Report. Mr. Hiegel seconded the motion. Motion carried.

New Business:

Ms. McGuire suggested we vote on Ms. McKinley Heffley as the intern. Ms. McGuire moved to accept Ms. Heffley and her role as an intern for the organization. Ms. Margaret Bagby seconded the motion. Motion carried. Please find a copy of Ms. Heffley's resume attached to these minutes.

Ms. McGuire stated that she is doing a letter of intent to the National Trust African American Heritage Fund. For this specific grant, it is required that she is certified as authorized to represent the organization. Ms. McGuire referenced section 7.1 in our bylaws. Mr. Bennett made a motion to authorize Ms. McGuire to submit the letter of intent. Ms. Alford seconded the motion. Motion carried.

Ms. Alford reminded those who are available to attend the City Council Agenda Prep meeting which will be in the First Floor Conference Room of City Hall. It was suggested that 5:45 p.m. would be a good time to meet and support the Board members who will be updating the City Council members on the progress that has been made in the last year.

Announcements:

Next Board Meeting is Tuesday, January 11th at 12:00 p.m., First Floor Conference Room, City Hall. An Annual Board meeting will be held immediately following the regular Board meeting.

Adjournment – President Randy Hendrix