

**Board of Directors Meeting**  
**Latimore Tourist Home Committee**  
**March 9, 2021**  
**MINUTES**

The monthly Board meeting of the Latimore Tourist Home committee met at 203 S. Commerce Avenue, Russellville City Hall, First Floor Conference Room, on March 9, 2021 at 12:00 p.m. Vice President Betsy McGuire called the meeting to order in place for President Randy Hendrix who was unable to attend due to a work commitment.

Board members present:

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

Also in Attendance:

Judy Galloway  
Andy Hatley  
Debi Headley  
Sara Jondahl  
Victoria Marchant  
Chris Olson  
Aileen Pineda  
Charity Park  
Jane Pittman  
Daniel Shoptaw

**Call to Order & Welcome Directors and Guests** – Vice President Betsy McGuire called the meeting to order.

**Roll Call** – Secretary Julie Paladino announced roll call. Members absent were President Randy Hendrix and Erma Booth.

**Finding of Quorum** – A quorum was found by Ms. McGuire.

**Approval of Minutes** –Ms. McGuire made the announcement for the approval of the minutes. Before a motion to approve a few suggestions were recommended by Ms. McGuire. Under old business in the first sentence, it was recommended to change LLC. to Inc. so it reads Friends of the Latimore Home, Inc. In addition, it was suggested to add under Bob Hiegel’s actions to add that copies of the images that were passed out are attached to the minutes. Under new business in the first sentence, it was recommended to add that copies of the Mayor’s outline of steps are attached to the minutes.

Mr. Hiegel made the motion to approve the board meeting minutes from February 9, 2021. Marshall Morris seconded the motion. Motion carried.

**Financial Report** - Treasurer Margaret Bagby announced a beginning balance of \$600.00, adding that she just received a check in the amount of \$100.00. The ending balance as of the meeting date of March 9, 2021 stands at \$600.00. Ms. Bagby stated that the others who agree to be signees on the account will need to have a profile created with Arvest Bank. Ms. Bagby also was questioned by a representative at the bank if the organization had 501(c)(3) documentation. The 501(c)(3) is not obtained yet, but the organization did receive the EIN documentation from the IRS by mail that was applied for on Tuesday, March 2<sup>nd</sup>.

Suzanne Alford stated that not everyone in the meeting knows one another, and that we have some new faces, which introductions might need to be made. Daniel Shoptaw, CPA for the Latimore Tourist Home, Inc. was introduced as well as Jane Pittman who were guests. City Council member and liaison to the Friends of the Latimore Home, Inc., Chris Olson was also present. Introductions from the board and those present in the meeting made introductions.

Beginning Balance
\$600.00
Deposits
Checks
Ending Balance \$600.00

**City Planner Report** - Sara Jondahl – No Report.

**Old Business:** Continuing all necessary steps in establishment of FOTLTH as a 501(c)(3) nonprofit:

Report on submission of Legal documents/EIN Number - Steve Bennett

Steve Bennett asked everyone if they had a copy of the handout that was at the entrance table. The handout is titled Status of Legal Document Filings and details the three key documents that require filing for the organization to obtain a tax-exempt /nonprofit status. The handout is attached to these minutes. Mr. Bennett explained the Form 1023 and the shorter Form of the 1023 EZ. Ms. McGuire asked for Mr. Shoptaw's input and Mr. Hiegel added that the house would need at least 4 million dollars within two years to be put into it. Mr. Shoptaw stated that if there were to be a lot of money involved such as \$50,000 per year or more, that the long form might be the way to go. Ms. McGuire stated she has people waiting to donate until the organization receives its 501(c)(3) nonprofit designation and urges that in her opinion that the organization look at filling out the EZ form for now and later submitting the long form if needed. Mr. Shoptaw recommends the full form because of the allotted money. Mr. Morris added that this is the foundation that we are going to be working off of. Ms. Alford stated that her understanding any big money that were to come in would most likely to come in if the 501(c)(3) were in already in place. Ms. McGuire entertained a motion to submit the 1023 long form. Mr. Marshall made the motion to submit the 1023 long form, Mr. Hiegel seconded the motion, Motion carried. The cost to submit the 1023 long form is \$600.00.

Set a date for meeting of residents of James School Park Neighborhood - Randy Hendrix  
Ms. McGuire stated that Mr. Hendrix thought a Sunday afternoon would be best for a meeting. Everyone was encouraged to review their calendars.

Update on the support of the Latimore Tourist Home resolution that was discussed during the February City Council meeting – Randy Hendrix

Ms. Paladino updated the committee on the passing of resolution #1094 during the February City Council meeting that was held on Tuesday, February 23<sup>rd</sup>. The resolution is attached to the minutes.

**New Business:**

Establishing a presence on the City of Russellville website for Friends of the Latimore Home, Inc. Information - Julie Paladino

Ms. Paladino recommended that the committee look at getting a page on the City of Russellville website, with the approval of the Mayor's Office and assistance from the City IT Department. The page would incorporate the meeting date/time, possibly board members names, a contact email address, information regarding the Latimore Tourist Home, and pictures. This would provide a source for people to go to when trying to obtain information on the organization. Mr. Olson said it is also added that it is at no cost. Mr. Bennett made the motion that we connect to the City's website to advertise the Friends of the Latimore Tourist Home, Inc. Mr. Marshall seconded the motion. Motion carried. Mr. Hiegal made the motion to do the same with the Chamber of Commerce. Mr. Marshall seconded the motion, Motion carried.

Mr. Hiegal stated that you cannot write a check to the contractor if you do not own the building. Ms. Alford recommends that history collection needs to be added as another committee. Ms. McGuire stated that by bylaws it can be added as a sub-committee.

**Announcements:**

Ms. McGuire stated there is going to be a traveling Smithsonian exhibit on the Green Book held at the Mosaic Temple Cultural Center in Little Rock from May through August. She recommended we visit the exhibit as a group. Ms. McGuire also added that the more you talk about the Latimore Home, the more you can learn, such as grants. All connections are incredibly important. In addition, Ms. McGuire closed the meeting with "It is always impossible until its done" – Nelson Mandela.

Important Dates & Deadlines – Next Board meeting is Tuesday, April 13<sup>th</sup> at 12:00 p.m., First Floor Conference Room of City Hall.

**Adjournment** – Ms. McGuire adjourned the meeting at 12:57 p.m.