

Board of Directors Meeting
Friends of the Latimore Tourist Home, Inc.
December 12, 2023
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 December 12, 2023, 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
Jane Pittman
Julie Paladino Vaughn

Also in Attendance:

Mary Cohoon	Toi Drummer
Ellen Collins	Array Gilkey
Riley Chronister	Debi Headley
Deborah DeJohnette	Kendal Hern

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

Roll Call – Board Secretary, Ms. Julie Paladino Vaughn announced roll call.

Finding of Quorum – Mr. Hendrix found a quorum.

Approval of Minutes – Ms. Suzanne Alford made a motion to approve the minutes. Mr. Bob Hiegel seconded the minutes. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Bagby provided the Finance Report. Ms. Bagby stated the current checking account balance to be at \$7,204.33 and the money market account at \$38,561.86. On December 4th, Fundraising Committee members met with Mr. Daniel Shoptaw on ways to keep financial matters organized. A copy of the Arvest Bank statement ending in November is attached to these minutes.

City Planner Report – Sara Jondahl

No report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Hiegel reported that Phase 1 was finalized in November, and it was a major milestone. The conservation easement for the Latimore Tourist Home was completed and signed by Mayor Fred Teague on November 27th and forwarded to the Arkansas Historic Preservation Program (AHPP) for final signatures. Ms. Katherine Nash has approved the easement and has returned it by mail. Mr. Trey Smith, City Attorney, will record the easement with Pope County. The original will be sent to AHPP. On the construction specifications, Mr. Steve Bennett has trimmed and is combining four specs that deal with various pieces of the exterior into a single spec for Mr. Hiegel's review. Mr. Smith is continuing to move forward with acquiring lots 9 and 10 of the Bowes property under eminent domain. The City owns the property but cannot finalize the documentation until the eminent domain process documentation is finished. Mr. Hiegel will contact Ms. Bowes to keep her up to date. Ms. Betsy McGuire, Mr. Hiegel and others met with the Chamber of Commerce Leadership Russellville on December 4th and provided a presentation to them on why to choose the Latimore Tourist Home for their project. The Leadership Russellville group decided to choose the project and help with fencing that is needed. It was proposed to the leadership group that the fence will span the back of lots 7 through 10 which is 160 feet and the north side of lot 10 which is 120 feet. Mr. Keith Bird and Mr. Hiegel have been discussing the details. Mr. Hiegel spoke with Mr. Wendall Miller on the possibility of Miller Roofing providing some assistance with the roof of the Latimore Tourist Home. Mr. Wendall was still interested in supporting the project and will evaluate the roof in early 2024. Mr. Hiegel and Mr. Bennett have been working with Mr. Kendal Hern to rehabilitate one window. He has done a great job and his work is impressive. Mr. Hern spoke and discussed the details of the process of rehabilitating the window. Mr. Bennett stated he has photo documented the process as well and is getting close to putting in the installation. The Phase 2 Scope and Budget expenditures associated with the AHPP FY24 grant of \$102,00.00 are dependent upon finalization of the Conservation Easement and construction specs. Please find a copy of the minutes of the Design/Planning Committee meeting for December attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Suzanne Alford thanked Ms. Array Gilkey and Mr. Herschel Leapheart who have helped in fundraising efforts. She also stated we had front page coverage on the Courier paper for the Latimore Tourist Home ornaments. Ms. Jane Pittman discussed the Friends of the Latimore Tourist Home pancake fundraiser on Sunday, February 25th at Stoby's Restaurant for Black History Month. Our cost to reserve the venue will be \$350.00. Normally the ticket price is \$5.00 per person for similar events. Ms. Alford suggested we give the information to churches to place in their bulletin. We can place banners and flyers out at Stoby's Restaurant as well to help promote the event. Ms. Alford discussed how the December Art Walk went earlier in the month. We are in the process of getting holiday thank you notecards made with a wreath on the front of the home. Please find a copy of the minutes for the December Fundraising Committee meeting attached to these minutes.

Operation – Julie Paladino Vaughn, Chair

Ms. Paladino Vaughn stated that several members attended the Chamber of Commerce Annual Meeting to represent the Friends of the Latimore Tourist Home. Tuesday, January 9th will be the date for the annual meeting held following the regular board meeting. We will look at everything that has been done, what the year ahead looks like, as well as goals. Ms. McGuire stated that she was contacted by Ms. Sheila Young with the morning Rotary and would like the committee to do an update on Tuesday, January 2nd at 6:30 a.m. at the Holiday Inn. Ms. Paladino Vaughn suggested using

our monthly radio spot to help advertise the pancake fundraiser breakfast. Mr. Randy Hendrix recognized Mr. Bennett with a plaque for his service as an official Board Member. The meeting will be Mr. Bennett's last meeting as a Board Member but will continue to contribute and assist with the project. Mr. Bennett said he will do as much as he can. Mr. Hendrix handed out a key chain for all Board Members with FOTLTH on it. Everyone was very appreciative of the gift.

Outreach – Betsy McGuire, Chair

Ms. McGuire reported that the Christmas ornaments have been selling good. Joshua's Fine Jewelry, Van Kleef & Vaughn Law Firm, and Dog Eared Books are the store front locations where the ornaments can be purchased in town. Ms. McGuire discussed an email correspondence with Mr. Josh Lynch, an Arkansas Tech University professor. He has some Latimore Tourist Home artifacts that were found after the home was moved. It was discussed to take those items and use them in the future in the multi-use space of the home. This will assist in raising awareness of the Latimore Tourist Home and the deep story behind it. Please find a copy of the December Outreach Committee meeting minutes attached to these minutes.

Old Business:

It was decided to wait and discuss the Google for Non-Profits Information in January so Ms. Charity Park can assist with the discussion.

New Business:

Mr. Bennett stated that this is our third full year of working on the project, and everyone should really be proud of their work on how far we have come along.

Announcements:

- Committee Meetings - Tuesday, January 2nd First Floor Conference Room, City Hall
- Board of Directors Meeting – Tuesday, January 9th at 12:00 p.m., First Floor Conference Room, City Hall, Year-End Meeting held following the Board Meeting

Adjournment – Mr. Hendrix.