

**Board of Directors Meeting**  
**Friends of the Latimore Tourist Home, Inc.**  
**July 13, 2021**  
**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 July 13, 2021 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:

Mary Cohoon  
Gretchen Douthit  
Judy Galloway  
Debi Headley  
Irma Jackson  
Sara Jondahl  
Victoria Marchant  
Charity Park  
Aileen Pineda  
Sarah Stephens

**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 Erma Booth 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 June 8, 2021. Mr. Steve Bennett made a motion to approve the minutes. Mr. Bob Hiegel seconded the motion. Motion carried.

**Financial Report** – Treasurer Margaret Bagby

Ms. Bagby announced a beginning balance of \$3,732.00. The ending balance as of the meeting date of July 13, 2021 stands at \$3,982.00 after a donation of \$250.00 from the Pope County Democratic Committee was received at the July board meeting. The donation of the \$250.00 had not been deposited yet into the Latimore Home bank account as of July 13<sup>th</sup>. Mr. Hendrix suggested to place a donation jar out during monthly board meetings. Mr. Bennett made the

motion to approve the financial report. Mr. Marshall Morris seconded the motion. Motion carried.

**City Planner Report** – Sara Jondahl

No Report.

**Sub Committee Reports:**

**Design/Planning** – Bob Hiegel, Chair

A meeting was held on July 7<sup>th</sup> for the Design/Planning sub-committee. Mr. Hiegel updated the committee on the three to four different possible sites for the Latimore Tourist Home. Please see the complete report from the Design/Planning Committee meeting attached to these minutes.

**Fundraising** – Suzanne Alford, Chair

Mr. Bennett discussed donations from the Juneteenth event, over \$1,000.00 was raised. Mr. Bennett suggested the committee start reaching out to our community. Attached to these minutes is a contact list from the Juneteenth event as well as a handout with information on the Latimore Tourist Home. Also attached is a report of the Action Plan for the Turnover of Latimore Tourist Home (Phase 1).

Ms. Suzanne Alford discussed thank you cards for those who donate. Ms. Alford gave an example of wording for the thank you cards. In addition, Ms. Alford suggested doing something during the Art Walk on Friday, September 3<sup>rd</sup>. The Art walk would be a time to get a booth set up and sell t-shirts as well as have displays out. Please see the complete report from the Fundraising Committee meeting attached to these minutes.

**Operation** – Julie Paladino, Chair

No Report.

**Outreach** – Betsy McGuire, Chair

A Facebook page will be established, and the first civic group to highlight the Latimore Tourist Home has been set up with the Kiwanis's Club for September 15<sup>th</sup>. Ms. McGuire discussed an article that was printed in the Morrilton newspaper that highlighted the *City Dedicating L.W. Sullivan Park on Former School Site*. A copy of the article is attached to these minutes. Ms. McGuire thanked Mayor Harris and Ms. Debi Headly for helping get a cubicle on the second floor of City Hall for work space and to store all of the Latimore Tourist Home items. Please see a complete report from the Outreach Committee meeting attached to these minutes.

**Old Business:**

- Report on final legal documents necessary in establishment of FOTLTH as a 501 (c) (3) nonprofit (receipt of Amended Articles of Incorporation and submission of IRS 1023 EZ Form) – Steve Bennett  
The Articles of Incorporation and EIN have been established. On May 26, the 1023 EZ Form was sent off and that should be approved by August 24<sup>th</sup>.
- Juneteenth Event Recap from Saturday, June 19<sup>th</sup> – Randy Hendrix

10 am to 4 pm at James School Park  
1 pm to 5 pm at Depot Park

Mr. Hendrix thanked everyone who participated in the Juneteenth event. He also discussed that the board should try to get out to any events held locally going forward to get the word out of the Latimore Tourist Home. Further, Mr. Hendrix urged for stories to be collected and recorded of those that have a connection with the Latimore Tourist Home.

**New Business:**

Ms. Charity Park discussed the process of setting up a website for the Latimore Tourist Home, specifically the website domain name. A donation box on the website was also discussed to place on the website. There would be a payment processing fee for having a donation box available. Future items that could be added to the website could be a volunteer sign-up. Ms. Park also discussed four different platforms that could be used to set up the website: Weebly, Wix, Wordpress, and Square Space. Wordpress and Wix are two that Ms. Park is more familiar with in using. Ms. Headley suggested consistency when deciding on the domain name, meaning what the board wants the home to be called all the time, it might be best to use that for the domain name, such as Latimore Tourist Home rather than Latimore Home. Ms. Alford made a motion to move forward with designing the website for the Latimore Tourist Home. Mr. Bennett seconded the motion. Motion carried.

**Announcements:**

Next Board Meeting is Tuesday, August 10<sup>th</sup> at 12:00 p.m., First Floor Conference Room, City Hall.

**Adjournment** – President Randy Hendrix