

Board of Directors Meeting Friends of the Latimore Tourist Home, Inc.

**May 10, 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, May 10, 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
Julie Paladino

Also in Attendance:

Willie Braxton
Mary Cohoon
Ellen Collins
Leah Fort
Debi Headley
Sara Jondahl
Victoria Marchant
Beverly Massey
Charles Nichols Jr.
Charity Park
Kim Parker
Sarah Stephens

Call to Order & Welcome Directors and Guests – President Randy Hendrix called the meeting to order. Mr. Hendrix asked visitors in the meeting to introduce themselves. Ms. Beverly Massey, Executive Director at Universal Housing, Kim Parker, also with Universal Housing were present. Ms. Leah Fort and Mr. Charles Nichols Jr. introduced themselves as well.

Roll Call – Secretary Julie Paladino announced roll call. Board Members Mr. Marshall Morris and Ms. Jane Pittman were absent. Ms. Suzanne Alford arrived a few minutes after roll call.

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 April 12, 2022. Ms. Betsy McGuire moved to approve the minutes. Mr. Bob Hiegel seconded the motion. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Margaret Bagby announced the current balance to be at \$164,657.19. Ms. McGuire reminded everyone of where they can find copies of the most recent bank statements. The bank statement is sent out with minutes every month, and copies can also be found at board meetings. Please find the bank statement ending in April attached to these minutes.

City Planner Report – Sara Jondahl

No report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Hiegel stated that progress has been made. Mr. Steve Bennet and Mr. Hiegel have met a couple of times with local attorney, Mr. David Eddy who is handling the closing operations of the property. The Bill of Sale for the Latimore Tourist Home is being prepared by City Attorney, Trey Smith for the City of Russellville to purchase the Latimore Tourist Home for \$1.00. Documents are being prepared to accept the property sale. Mr. Hiegel was able to meet with construction specialist, Mr. Charles Marratt of CM Construction on April 27th in Little Rock. Moving the house was discussed during the meeting. A list of volunteer donors has been started for those who might be interested in donating their specialty services. Mr. Bennett stated that there are two items that need to be voted on. The first motion by Mr. Bennett is that the board is accepting the transfer of lot 7 and lot 8 from the Latimore Tourist Home to the City of Russellville. Mr. Hiegel seconded the motion. Motion carried. Ms. Sara Jondahl stated that the Finance Committee will be considering a Resolution to transfer the property that the Latimore Tourist Home will ultimately reside on to be directly transferred to the city per the Arkansas Historical Preservation Commission. Submitted by Mayor Richard Harris. Board members were encouraged to attend the Finance Agenda Prep meeting at 5:30 p.m. on Tuesday, May 10th. Please see the Press Release related to the Finance Agenda Prep meeting attached to these minutes. The second item from Mr. Bennett is approving Mr. Hendrix to sign the Warranty Deed as President for the property to go to the City of Russellville. This way there is only one signature verses nine signatures on the Warranty Deed. Mr. Hiegel seconded the motion. Motion carried. Please find a complete report of the Design and Planning Committee attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Alford stated that progress is being made for the art auction for the Friends of the Latimore Tourist Home. Mr. Bennett stated a budget was put out for 2022. The target was about \$77,000.00 to move the house. It has now been adjusted to \$97,000.00. Additional land costs, accidentals, costs for construction manager and prepping the land are items that are necessary for the budget increase. Mr. Bennett reminded everyone the budget and milestones are working items that could change. Mr. Bennett made a motion to approve the budget as well as the milestones. Ms. Alford seconded the motion. Motion carried. Mr. Bennett stated that Ms. McGuire is working on the Union Pacific Foundation Grant. The IRS Form I90 EZ is being filed by Mr. Daniel Shoptaw. Mr. Hendrix has signed the authorization for Mr. Shoptaw to file it. Ms. McGuire stated that she emailed Mr. Scott Kaufman, regarding why the property is going to the city. Also, if the grant is awarded to the Friends of the Latimore Tourist Home, that money must be spent by the end of May of 2023. A donated easement must be done as well. An email correspondence between Mr. Kaufman and Ms. McGuire referencing the items is attached to these minutes. Please find a complete report of the Fundraising Committee attached to these minutes.

Operation – Julie Paladino, Chair

Ms. Julie Paladino stated a framed presentation is being worked on to present to New Prospect Missionary Baptist Church for the sale of the Latimore Tourist Home for \$1.00. Also, a booth was donated by EAB Radio for the Business Expo in August. A thank you card will be sent to them. That donation will also need to be added to the end of the year in kind donations.

Outreach – Betsy McGuire, Chair
Communications Sub-Committee:

Ms. Paladino and Ms. Debi Headley reported on the Communications Sub-Committee. Ms. Paladino stated that the Sub-Committee has been working on getting more posts on our social media outlets, Facebook, Instagram, and Twitter. She reminded everyone to like and share the posts to help with reaching more friends. Ideas and inputs on social media posts would be greatly appreciated from anyone. Ms. Headley has put together a newsletter called the Latimore Legacy. The email distribution list is being worked on before the newsletter gets released. Mr. Hendrix reminded everyone that anytime anyone can talk about the Latimore Tourist Home, please do so. We also have two traveling donation boxes. One is currently at Joshuas Fine Jewelry. Suggestions or assistance for finding other locations for the traveling donations would also be appreciated.

Ms. McGuire discussed that May is National Preservation Month. The theme is Place Savers. An Ice Cream Social at the Downtown Depot will be held to help connect the community with the Historic Commission. The Friends of the Latimore Tourist Home board will also be there to help serve since the theme is Place Savers which aligns together. The June Downtown Art Walk is approaching on Friday, June 3rd. A location will need to be determined for the Friends of the Latimore Tourist Home booth. The First United Methodist Church Ladies meeting is on June 7th. The entire board is invited. There are also a couple of Juneteenth events. Mr. Tarshawn Whitehead is over the event being held on Friday, June 17th. The Friends of the Latimore Tourist Home event will be on Saturday, June 18th.

Old Business:

New Business:

Mr. Bennett stated that a letter has been sent to Reverend Lee Tyus on the summary of the sale of the property. Please find the letter attached to these minutes. A meeting will be scheduled with Mayor Richard Harris, Reverend Tyus, Ms. McGuire, and Mr. Hiegel, to help update Reverend Tyus on the property sale. Ms. McGuire wanted to make sure that everyone knew there are copies available of the layout of inside the Latimore Tourist Home. Ms. McGuire also shared a copy of a City of Russellville ad for a job opening for the Recreation and Parks which might be helpful when the time comes to potentially hire an attendant for the Latimore Tourist Home. Please find a copy of the ad attached to these minutes. Ms. Beverly Massey with Universal Housing announced that they will be receiving funds, and some of those funds can go towards an organization that has a mission like the Friends of the Latimore Tourist Home. They would like to give what they are able to the Friends of the Latimore Tourist Home. Ms. Massey requested a copy of the budget from the board. Ms. McGuire added they we are very transparent, and any information that is needed, we can provide. Mr. Hendrix added we are very appreciative of Universal Housing for considering the Latimore Tourist Home. Ms. McGuire added that there are civic groups who ask how to help, and we need to look closer at how we can help people feel that they are vested in the Latimore project.

Announcements:

Next Board Meeting is Tuesday, June 14th at 12:00 p.m., First Floor Conference Room, City Hall.

Adjournment – President Randy Hendrix