

Board of Directors Meeting

Friends of the Latimore Tourist Home, Inc.

October 8, 2024

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 October 8, 2024, at 12:00 p.m. Board President Randy Hendrix called the meeting to order.

Board Members present:

Suzanne Alford

Randy Hendrix

Bob Hiegel

Betsy McGuire

Marshall Morris

Jane Pittman

Julie Paladino Vaughn

Also in Attendance:

Jan and Steve Bennett

Tiffani Evans

Mary Cohoon

Jana Hall

Carolyn Creel

Deborah DeJohnette

Toi Drummer

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

Roll Call – Board Secretary, Ms. Paladino Vaughn announced roll call. Ms. Margaret Bagby was absent.

Finding of Quorum – Mr. Hendrix found a quorum.

Approval of Minutes – Ms. Betsy McGuire made a motion to accept the September Board minutes as presented. Ms. Jane Pittman seconded the motion. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Betsy McGuire provided the Finance Report for Ms. Bagby. She stated the current checking account balance at \$3,393.76 and the money market account balance at \$39,116.98. There were several donations collected from different events and from individuals. A copy of the Arvest Bank statements ending in September and a copy of the Finance Report are attached to these minutes. Ms. Suzanne Alford made a motion to approve the Finance Report. Mr. Bob Hiegel seconded the motion. Motion carried.

City Planner Report – Sara Jondahl

No report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Bob Hiegel stated that the removal of some of the walls for structural damage and or termite damage was being performed by Keener Construction. We are still working with Mr. Kendal Hern on the windows. The last items for 2024 that have been trying to get done are the handrails and the spindles on the front porch. The Condition Assessment that Mr. Steve Bennett has been working on is being looked at and revised for phase 2A and 2B, which covers some of the repair work. The final payments to Ms. Lashana Bowes are being worked on by attorney Mr. John Peel. Ms. Alford suggested we look at seeing the hours of in kind that have been donated. This might be good for the public to see. Ms. McGuire stated it might be quite possibly in best case scenario to say we could be rapping things up by 2026. Please find a copy of the October Design committee agenda attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Alford discussed the upcoming Movie Night event has had some hurdles such as with advertising and to make sure we are following the guidelines from the producers of the documentary. Ms. Jana Hill has been a great help. This event is happening and will be a lot of fun. We are limited to 100 seated people. We do not have the posters to hang up and the cards to be mailed, but today at 2:30 p.m. those should be completed. Ms. McGuire added that those who can make the meeting this evening can help distribute the printed items. When a ticket is sold, that information needs to be sent to Ms. Hill, full name, phone number, mail and email addresses. Ms. Pittman stated that \$395.00 has been collected for the raffle which will be for the December Holiday Glow Art Walk. Ms. Tiffani Evans asked about table sponsorships. Please find a copy of the combined October Fundraising and Outreach Committee report attached to these minutes.

Operation – Julie Paladino Vaughn, Chair

Ms. Paladino Vaughn stated that we have the Movie Night event approaching as our next event, but after that the next big event will be the Downtown Fall Fest on Saturday, October 26th. Ms. Paladino Vaughn went over the two-hour shifts that will be available to sign up for on the day of the event. Ms. Paladino Vaughn discussed looking at designing a Latimore Tourist Home commemorative coin. During the Butterfield Event, a gentleman who had a booth set up next to the Latimore Tourist Home booth was making little wooded coins that could be personalized. It was suggested to invite him to be part of our booth and make those at the December Downtown Holiday Glow Art Walk event. Ms. Charity Park has brought back a photo album that Ms. Alice Hines has donated. Ms. Park scanned all of the images on to a hard drive for electronic documentation purposes. The album will be placed in the filing cabinet of the Friends of the Latimore Tourist Home space on the second floor of City Hall. It was agreed that the album is not to be removed from the space.

Outreach – Betsy McGuire, Chair

Ms. McGuire stated that we will be combining the Fundraising and Outreach committee meetings together which are held on the first Tuesday of the month. There is some much overlapping between the two committees and this might be the best option so that meetings are not too repetitive. The Design/Planning committee can also look at moving up their meeting time to meet earlier in the day. Ms. McGuire discussed a handout that had all the information about the Movie Night to review and is helpful to have to know what all is going on. Music during the event was discussed and the different options that could be offered during the event. Ms. Alford suggested she would like the event to end with music playing, while people are looking at the silent auction items, as well as

people socializing. Ticket payment for the event was also discussed. Ms. McGuire added that there are recent edits to the yellow and green flyer. Please find the combined October Fundraising and Outreach Committee Report attached to these minutes.

Old Business:

New Business:

Ms. McGuire discussed doing a walk-through of the home soon to visualize the interior design. It was decided to schedule the walk-through for Wednesday, November 13th at 10:00 a.m. It was decided to cancel the November Committee meetings for Tuesday, November 5th due to the 2024 election falling on the same day. Ms. Alford made a motion to postpone the November Committee meetings. Ms. Pittman seconded the motion. Motion carried. It was determined the shadow boxes will be sold for \$50.00 that contain a piece of Latimore History. Also, when we find items such as furniture that could be incorporated for the home, we need to move forward with obtaining those items. We have some bedroom furniture that might need to be repaired. Other things to think about is how the home will be utilized and how it can also generate an income.

Announcements:

- Fundraiser Movie Night – October 22nd, at 6:00 p.m., All Saints' Episcopal Parish Hall
- Board of Directors Meeting – Tuesday, November 12th at 12:00 p.m., First Floor Conference Room, City Hall
- Downtown Fall Fest – October 26th

Adjournment – Mr. Hendrix adjourned the meeting.