

**Board of Directors Meeting**  
**Friends of the Latimore Tourist Home, Inc.**  
**August 10, 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 August 10, 2021 at 12:00 p.m. President Randy Hendrix called the meeting to order.

Board members present:

Suzanne Alford  
Margaret Bagby  
Steve Bennett  
Erma Booth  
Randy Hendrix  
Betsy McGuire  
Julie Paladino

Also in Attendance:

Mary Cohoon  
Gretchen Douthit  
Debi Headley  
Sara Jondahl  
Charity Park  
Aileen Pineda  
Jane Pittman  
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 Members Bob Hiegel and Marshall Morris were absent during roll call. Ms. Margaret Bagby made the motion to accept the attendance. Mr. Steve Bennett seconded the motion. Motion carried.

**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 July 13, 2021. Ms. Betsy McGuire made a motion to approve the minutes. Ms. Suzanne Alford seconded the motion. Motion carried.

**Financial Report** – Treasurer Margaret Bagby  
Ms. Bagby announced a total deposit of \$200.00 as of August 4, 2021 bringing the ending balance to \$3,904.64. Ms. Alford made the motion to approve the financial report. Ms. Sarah Stephens seconded the motion. Motion carried.

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

**Sub Committee Reports:**

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

Mr. Bennett updated the Board on the discussions that took place from the design/planning committee meeting that was held on August 3<sup>rd</sup>. Mr. Bennett stated that the committee went through the action items. In addition, Ms. Sara Jondahl updated the relocation map, as well as identified the property that is owned by Bridge Church. On July 30<sup>th</sup>, the committee members met with Pastor Domerese, in which he stated that it is the church's desire to give the property the church currently owns to the Friends of the Latimore Tourist Home, Inc. It would still need final approval from the church director. Please see the complete report from the Design/Planning Committee meeting attached to these minutes. Ms. Charity Park made the motion to accept the report. Ms. Stephens seconded the motion. Motion carried.

**Fundraising** – Suzanne Alford, Chair

Ms. Alford stated that Mr. Daniel Shoptaw met with the Fundraising Committee and prepared a spreadsheet to use to keep donations documented. This is something that the treasurer would be using in keeping up with donations appropriately. Ms. Alford discussed a proposed thank you card that would be easy to fill in and send to donors in a quick turnaround. Fundraising folders were also discussed that Mr. Bennett put together. There is a registration for System for Award Management (SAM) which is a requirement to put in the financial information for grant applications. Ms. Stephens made a motion to move forward in registering with SAM. Ms. Bagby seconded the motion. Motion carried. Ms. Alford also stated that the logo for the Friends of the Latimore Tourist Home, Inc. needs to officially be approved. Ms. McGuire made a motion to approve the logo. Mr. Bennett seconded the motion. Motion carried. Please see the proposed logo attached to these minutes. Ms. Alford urged for everyone to reach out to others and organizations that might be interested in working with the Friends of the Latimore Home Board.

**Operation** – Julie Paladino, Chair  
No Report.

**Outreach** – Betsy McGuire, Chair

The Outreach Committee met on August 3<sup>rd</sup>. Two presentations are scheduled for members of the Friends of the Latimore Tourist Home Board. A Kiwanis Club presentation is scheduled for September 15<sup>th</sup> and a Alethes Realty Podcast by Drew Brent on September 30<sup>th</sup>. Notes cards, handheld fans, business cards, and t-shirts are all items that will be used to help reach out to the public. Ms. Julie Paladino spoke on having possible Christmas ornaments made with working with the Main Street Depot. Ms. Paladino also updated the committee stating that a spot at the Main Street Depot had been reserved for the Board during the Art Walk held on the first Friday of September from 6:00 p.m. to 9:00 p.m. Ms. Park updated the committee on the process of the website. It is \$9.99 a year to set the website up with a private domain. Ms. Stephens made the motion to accept for the Board to pay \$9.99 a year to have a private domain for the website. Ms. McGuire seconded the motion. Motion carried. The total purchase to own the domain name for

two years is \$33.75. Ms. Stephens moved to accept the \$33.75 payment towards purchasing the domain name for two years. Ms. McGuire seconded the motion. Motion carried. The yearly amount due to setup the website through WIX was \$276.00. Please see the invoice attached to these minutes. Ms. Park asked that pictures be submitted for the website. Ms. McGuire made a motion to approve Ms. Park to move forward with gathering pictures and content for the website to be used permanently for the website. Ms. Stephens seconded the motion. Motion carried.

**Old Business:**

**New Business:**

Relocation Update, Steve Bennett

Mr. Bennett gave the options of relocating the Latimore Tourist Home and described the discussion and the announcement that the New Prospect Church made to their congregation. The options are to move the house or keep the house where it is at. Please see the email with detailed information on the relocation update from Mr. Bennett attached to these minutes.

Mr. Bennett opened the floor for discussion and questions. Ms. Sara Jondahl stated that we really need to think about the use of the building. Relocating the house but also having it in the same area can have a big impact to the community. Mr. Hiegel added that we really need to keep working and exploring the options. Mr. Bennett added that we need to decide where our goals are with the home. Ms. McGuire added that once the decision is made on the use of the house, we need to be all on board.

**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