

Board of Directors Meeting

Friends of the Latimore Tourist Home, Inc.

April 11, 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 April 11, 2023, at 12:00 p.m. President Randy Hendrix called the meeting to order.

Board Members present:

Suzanne Alford
Steve Bennett
Randy Hendrix
Bob Hiegel
Betsy McGuire
Marshall Morris
Jane Pittman
Julie Paladino Vaughn

Also in Attendance:

Mary Cohoon
Ellen Collins
Debra DeJohnette
Toi Drummer
Sara Jondahl
Charity Park

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

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

Finding of Quorum – Ms. Paladino Vaughn found a quorum.

Approval of Minutes – Ms. Suzanne Alford stated that Mr. Chris Jones needs to be edited to be Dr. Chris Jones. Mr. Bob Hiegel made a motion to approve the March 2023 Board minutes as presented. Mr. Marshall Morris seconded the motion. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Alford presented the financial statement in place of Ms. Bagby who was absent. Ms. Alford stated the current balance to be at \$91,517.55. A copy of the bank statement ending in March is attached to these minutes.

City Planner Report – Sara Jondahl

No report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Hiegel stated a clean-up of the inside of the house had been done. Floor joists have been repaired and the front porch stabilization downstairs has been done. The clearing of the ground has been done, and a burn permit has been completed as well. Trees on the lot that needed to be removed have been, and trees along the fence line of the Bowes property have also been removed. Permission from Ms. Bowes was granted to do the removal of the trees along the fence line. A retesting of the soil was completed, and we do not have to remove as much of the bad soil as originally thought. We have been continuing to work with the City of Russellville Attorney Mr. Trey Smith on lots 9 and 10 to acquire them. A new appraisal has been done. Mr. Hiegel added that the documents have been prepared to start the process of advertising a Request for Qualifications (RFQ) for a construction manager. The construction manager would work with the design professionals to assist taking bids in and help prepare the budgets.

Fundraising – Suzanne Alford, Chair

Ms. Suzanne Alford stated the thermometer budget handout has been updated. She also noted that the committee will start working on a list of businesses to reach out to for fundraising efforts. A meeting has been set up to speak with a representative from Denali. Mr. Hendrix commented that he had breakfast with someone who may want to help out with fundraising efforts. Mr. Steve Bennett discussed the budget. Please find a copy of a partly revised budget attached to these minutes. Ms. Alford added that Mr. Daniel Shoptaw has considered adding a booker keeper to help keep up with Friends of the Latimore Tourist Home items. Mr. Bennett stated he will check with Mr. Shoptaw on the cost of that service to add it to the budget. Ms. Toi Drummer provided a copy of a letter to the Arkansas anchors that she prepared after receiving some edits at the March Board meeting. Ms. McGuire is working on two grants, a Union Pacific Foundation grant, and an Arkansas Humanities grant. Mr. Bennett discussed the EZ form, and that it is time to submit the required information. Once completed, it will be sent off to the IRS to report expenses and volunteer hours that are spent working on the project per week.

Operation – Julie Paladino Vaughn, Chair

We have received an invoice from the Russellville Area Chamber of Commerce for our yearly membership dues. The total is \$175.00. Ms. Paladino Vaughn was reached out to by Dr. Jason Warnick. His son is very interested in getting involved with the Latimore Tourist Home project and would like to visit with someone to discuss the archival event. Ms. Charity Park volunteered to meet with him to discuss his interests.

Outreach – Betsy McGuire, Chair

Ms. McGuire reminded everyone that the Outreach Committee efforts are broken down into three subcommittees: Events, Marketing/Social Media, and Special Events. The archival event, along with the Juneteenth events will be big events approaching. The groundbreaking is also approaching on Friday. Those who needed to be reached out to be invited were discussed, along with getting hard hats and shovels for the groundbreaking event. Ms. McGuire added that there are still a lot of items of the Latimore Home that need to be stored. Consolidating all those items into one area would be ideal at the Public Works department. Mrs. Patricia Peters and Mr. Orman Peters have donated some wonderful furniture pieces. Ms. McGuire also wanted to

remind everyone the home is not a museum. It can have museum style exhibits, but it is beyond a museum. It is a place that can be used all the time, a resource center, and we want to have things that are authentic interpretation of items that were in the home. Ms. Mary Cohoon asked about if we had someone who would be helping with the dating of the pieces to make sure they would be era appropriate to have in the home. Ms. McGuire added she is talking in advance but would also like to see modern equipment in the home such as being able to walk up to an iPad and having an interactive experience. The Downtown Art Walk, Juneenth, and the Ice Cream Social will be our next events coming up. The location of the archival event was discussed.

Old Business:

New Business: Mr. Bennett stated that Board Members should have a copy of the Conflict-of-Interest policy in front of them. He went on to explain non-conflict examples verses possible conflicts examples. Annually we are required to sign the policy. A form was present for Board Members in attendance to sign. A copy of the signed policy is attached to these minutes.

Announcements:

May Committee Meetings will be on Tuesday, May 2nd. The next Board Meeting is Tuesday, May 9th at 12:00 p.m. in the First Floor Conference Room, City Hall. The Ice Cream Social will be on Thursday, May 11th from 6:00 pm – 8:00 pm.

Adjournment – Mr. Hendrix