

Board of Directors Meeting

Friends of the Latimore Tourist Home, Inc.

April 16, 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 April 16, 2024, at 12:00 p.m. President Randy Hendrix called the meeting to order.

Board Members present:

Suzanne Alford
Margaret Bagby
Randy Hendrix
Bob Hiegel
Marshall Morris
Betsy McGuire
Julie Paladino Vaughn

Also in Attendance:

Mary Cohoon	Toi Drummer
Ellen Collins	Victoria Marchant
Array Gilkey	Terry Thomas
Debbie DeJohnette	

Call to Order & Welcome Directors and Guests – Board President Mr. Randy Hendrix called the meeting to order. Mr. Hendrix thanked the City of Russellville and all parties involved for the great job that was done during the eclipse events held in Russellville. Everyone agreed on how wonderful it all went.

Roll Call – Board Secretary, Ms. Julie Paladino Vaughn announced roll call. Ms. Jane Pittman was absent.

Finding of Quorum – Mr. Hendrix found a quorum.

Approval of Minutes – Ms. Paladino Vaughn stated going forward under the Financial Report that she will be stating “ending balance”, instead of the phrase “current balance.” This is to make sure everyone is aware that it is in fact the recorded ending balance from the most current bank statement. The March minutes will mirror this edit and minutes going forward. Ms. Betsy McGuire made a motion to accept the March Board minutes with that correction made. Mr. Bob Hiegel seconded the motion. Motion carried.

Financial Report – Treasurer Margaret Bagby

Ms. Margaret Bagby provided the Finance Report. Ms. Bagby stated the current checking account balance at \$1,189.92 and the money market account balance at \$48,347.84. A copy of the Arvest Bank statements ending in March are attached to these minutes. Please find a copy of the Finance Report for the end of March attached to these minutes.

City Planner Report – Sara Jondahl

No report.

Sub Committee Reports:

Design/Planning – Bob Hiegel, Chair

Mr. Hiegel stated Miller Roofing completed their work last week. Keener Construction is replacing the siding. The property on lots 9 and 10 has been cleared by the City of Russellville Street Department. Mr. Hiegel stated we are working with the Chamber of Commerce Leadership program on the fence work they will be helping with for their class project. The window rehab is still in the process. We are working with City Corp to have temporary water on site for the painters and to also go ahead and have a sewer tap. Streett Law Firm is working on an agreement with Blackstone Construction to help oversee the construction management of the Latimore Tourist Home. Mr. Hiegel reminded everyone that we need to get a picture to go with a thank you for Miller Roofing for their contribution. Please find a copy of the Design/Planning Committee status for April attached to these minutes.

Fundraising – Suzanne Alford, Chair

Ms. Suzanne Alford discussed that Ms. Pittman set up a meeting that is scheduled for May 7th between the Board and Mr. Chuck Garrett, along with members of his team at 1:00 p.m. in the first-floor conference room of City Hall. Ms. Alford stated her and Ms. Pittman went to the showing of the documentary, The Barber of Little Rock. Ms. Alford added to her report that she would like to see a letter sent out to all financial institutions.

Operation – Julie Paladino Vaughn, Chair

No report.

Outreach – Betsy McGuire, Chair

Ms. McGuire stated there is an updated Board of Directors directory handout. There is also a handout on the events throughout the year that the Latimore Tourist Home Board participates in routinely. Please find copies of those two handouts attached to these minutes. Ms. McGuire added how well the ATU student volunteers have been organizing the Latimore Day that will be held on April 27th. The Friends of the Latimore Tourist Home Board are paying the estimated amount of \$500.00 for the event. Please find a copy of the flyer for the event attached to these minutes.

Old Business:

New Business:

Mr. Steve Bennett discussed the yearly update of the Conflict-of-Interest Policy for Board Members. This is required by Arkansas law to have in the By-Laws. Mr. Bennett gave thorough explanations of the Conflict-of-Interest Policy. A copy of the policy is attached to these minutes. Board Members present at the meeting signed the agreement. Once all Board Members sign the agreement, a copy will be distributed.

Mr. Hendrix discussed the Juneteenth event downtown. The Board plans to have a booth set up during the event.

The Latimore Day was discussed, such as the time to arrive, pre-event cleanup day, and a t-shirt folding day.

Announcements:

- Committee Meetings - Tuesday, May 7th, First Floor Conference Room, City Hall
- Board of Directors Meeting – Tuesday, May 14th at 12:00 p.m., First Floor Conference Room, City Hall

Adjournment – Mr. Hendrix adjourned the meeting.