

Board of Trustees – Monthly Meeting Minutes

Date: July 16, 2024
Time: 4:00 pm
Location: The Clarksville-Montgomery County Museum
d.b.a. Customs House Museum & Cultural Center
Averitt Board Room
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The Clarksville-Montgomery County Museum held the four hundred and seventy-ninth (479) meeting of the Board of Trustees on July 16, 2024, in the Averitt Board Room of the Museum.

Board Members Present: Larry Richardson (Chair), Linda Nichols, Jane Olson, Dan Black, Brendalyn Player, Kell Black, Joe Creek, Frazier Allen, Carolyn Ferrell, Nick Nicholson, Deanna McLaughlin, McClure Poland, John Halliburton, Darwin Eldridge, Lawson Mabry, Tracy Knight

Board Members Absent: Kyong Dawson

Staff: Frank Lott, Executive Director (absent), Vicki Parker, Office Manager, Channing Grimes, Membership, Volunteer & Development

- I. **Roll Call:** See Present and Absent
- II. **Minutes of June 18, 2024, meeting presented for review.**

Motion to approve June 18, 2024 minutes:
Motion to 2nd:
All Approved

Lawson Mabry
Linda Nichols

- III. **Officers Report**
 - A. **Treasurer' Report:** Frazier Allen (Treasurer), presented the balance sheet, income statement, and statement of cash flows for June 2024. The Museum's total assets at the end of the month equaled \$2,656,059.59, liabilities equaled \$118,227.15 and equity (net position) equaled \$2,537,832.44. Total assets dropped compared to 2023, primarily due to accumulated depreciation. The Museum's non-donor restricted assets amounted to \$482,550.76, while its donor restricted assets amounted to \$88,143.91. Total cash was higher than the prior year and equaled \$396,373.80. Most of the Museum's cash now consists of general operating funds, due to the reduction in restricted funds as a part of the Explorer's Landing Project last fiscal year and fulfilling donor obligations for the Model train area and paying off the line of credit with Legends Bank in January 2024. The Museum's account receivable balance decreased compared to the prior year to \$58,292.95, which consists primarily of pledges for *Second & Commerce* Magazine, group tours and remodeling the Explorer's Landing and Model Train areas. Compared to this point in the prior year, the Museum's short-term and long-term liquidity is stronger due to continued fundraising activities, grants, earned revenue, and paying off the line of credit.

Revenue for the month equaled \$485,023.57 and expenses equaled \$487,832.42, which provided a net income of -\$2,809.05. The year-to-date net income is -\$128,260.96. Depreciation is the primary factor in negative net income.

The Finance Committee approved the financials.

Motion to approve as presented:
Motion to 2nd:
All Approved

Lawson Mabry
Linda Nichols

B. **Executive Director** – Larry Richardson reported:

1. **Flying High 2024** – Two sponsorship tables are available (one Legacy and one Directors). Larry encouraged the board to contact anyone who might support it. Individual Tickets are on sale.
2. **Museum Marksmen Challenge -- Sporting Clays event at Cross Creek Clays** –Chris Travis of Travis Electrical Service agreed to be the Title Sponsor for the event. Date of event is September 27, 2024. Breakfast and lunch supplied. Breakfast sponsor is Tom Creech of McReynolds, Nave and Larson. Lunch sponsor is Bryce Powers of Providence Builders.

C. **Chairman's Report:** Larry Richardson reported:

1. **Strategic Plan Update** – The Museum Departments supplied status from one year. Board Members were emailed a document that included department's accomplishments.

IV. **Committee Reports**

A. **Finance Committee:** Frazier Allen reported:

1. **CHM Foundation Report as of June 30, 2024** – The Foundation Board met on July 11, 2024, with Planters Bank Investment to review the mid-year progress. Investments managed by Planters Bank for the Foundation are doing well.
2. **FY2024 Amended Budget** – The Finance Committee approved the FY2024 Amended Budget.

Motion to approve FY2024 Amended Budget:
Motion to 2nd:
All Approved

Darwin Eldridge
Dan Black

B. **Building Committee:** Lawson Mabry reported:

1. **1898 Building Roof Damage** – An engineer that specializes in historic building repairs will be contacted by City Project Manager, John Hilborn. City of Clarksville will keep us apprised.

C. **Collections/Exhibits Committee:** Jane Olson reported:

1. Collections Committee met on June 20, 2024. During the meeting, the following items were approved to be accepted:
 - Guitar and guitar case owned by Sam Collins, owner of Collins Music Store along with three guitar picks and an ashtray.
 - Collection of photographs and two pamphlets from the University of Tennessee Agricultural Experiment Station
 - Collection of Tom Moore Jr's World War II correspondence
 - Clarksville Coyotes baseball and card signed by team members plus yearbook and handouts.

Motion to approve items presented:
Motion to 2nd:
All Approved

Jane Olson
Darwin Eldridge

D. Marketing/Membership Committee: Brendalyn Player reported:

1. **Membership** -- In June, CHM had 67 new members and 49 renewals. Total household memberships were 1,315 and total current/individual memberships were 2,223. In June we also counted the largest number of attendees at the museum, 4,097. That is an average/137 people per day.
2. **Exhibits** -- Between Jul 24 – 28, several current exhibits will end. They include Cindy Billingsley (Orgain and Bruner Galleries), D-Day in the lobby, TN Watercolor Society (Crouch Gallery), and Bill Henig- environmentalist fish-shape art made of recycled material (Harvill Gallery).
3. **Historic Clarksville Book** – The third edition of Historic Clarksville is back on track with Mayor's approval to allow an independent contractor to go forward. The production is independent of CHM. Wally Burchett, Burchett Media has publishing rights for the book, Jimmy Settle will author the update. Jostens will print 2,000-3,000 copies. Target date to publish September 2025.
4. **Second & Commerce Magazine** – Jul-Sep print edition should be available July 23 or 24. The Cover will feature the work of local artist John Sharp. His "En Route" collection will be on exhibit in Bruner & Orgain Galleries Jul 27 -Oct 20.
 - a. The Vol. 4 of Second & Commerce will be on the new schedule, beginning with the DEC-FEB edition.
 - b. History on the Rocks scheduled for July 25, 5:30-7 pm at the Skyline 500, upper deck at Shelby's Trio. Features will be:
 - Photorealist and local artist John Sharp
 - Nick Nicolson, African American Legacy Trail
 - Molly LaRocco, History of the Clarksville Women's Club
5. CHM has completed its first, 30-minute segment titled "*Inside Second & Commerce*," for CDE's cable channel, CCN, Clarksville Community Network. The first production is an interview with featured artist John Sharp; an interview about the African American Legacy Trail is in the queue; and History of Clarksville Women's Club to follow.

The second 30-minute series will be titled "*Curator Chat*" and will highlight our Collections, Education and Exhibits programs, as well as the Seasons Gift Shop. A chat with Curator of Collections Matthew Sarnelli is first in the queue.

The segments are available to CDE customers the first 30 days via their CCN, and then publicly available on CDE/CCN's YouTube Channel.

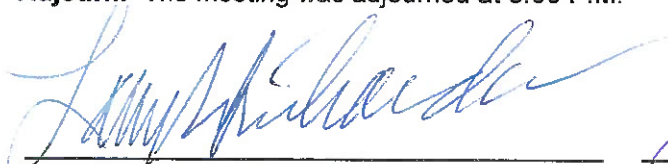
Upcoming:

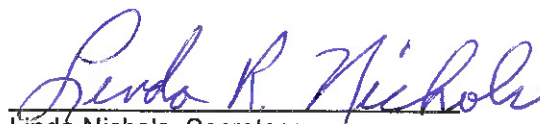
- Sunday Studio: Painting with Sarah Spillers July 21, 2 p.m.
- Aug 1, First Thursday Art Walk 5 – 8 p.m. Windy City Vibe food truck will be in the courtyard.
- Aug 2, Flying High 40 Preview Party, 5:30-7:30 pm (all members invited).
- Aug 4, Adult Lecture Series: Sundays @ 3. The Clarksville Federation of Women's Clubs: Community, Activism, Education with Cate Lia Braaten, Asst. Prof. of History APSU

- Aug 8, New exhibits Reception Aug 8, 5-7 p.m.
- Commend the CHM staff for their outreach at Mayor's Summer Night Lights. Final four events are:
 - 7/16 Mason Rudolph Golf Course - Goin' Green
 - 7/23 Barbara Johnson Park - Aloha
 - 7/30 Sherwood Forest Park - Renaissance Fair
 - 8/6 Austin Peay State University- National Night Out

All events are Tuesdays, 5:30 pm- 7:30 pm

- E. **Nominating Committee:** No Report
- F. **Guild Committee:** McClure Poland reported:
1. **Flying High 2024** – Tickets on sale beginning June 28. Flying High is a member-only event.
 2. **Auctioneer** – Matt Rogers, Titans announcer, has been selected as the auctioneer.
- V. **Old Business:** No Report
- VI. **New Business:** No Report
- VII. **Announcements:**
- VIII. **Executive Session:** No Executive Session held.
- IX. **Adjourn:** The meeting was adjourned at 5:00 P.M.


Larry Richardson, Chairman


Linda Nichols, Secretary