

Board of Trustees – Monthly Meeting Minutes

Date: August 20, 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 eightieth (480) meeting of the Board of Trustees on August 20, 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, Deanna McLaughlin, McClure Poland, John Halliburton, Lawson Mabry, Tracy Knight, Kyong Dawson

Board Members Absent: Carolyn Ferrell, Nick Nicholson, Darwin Eldridge

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

I. **Roll Call:** See Present and Absent

II. **Minutes of July 16, 2024, meeting presented for review.**

Motion to approve July 16, 2024, minutes:
Motion to 2nd:
All Approved

Linda Nichols
Kell Black

III. **Officers Report**

A. **Treasurer' Report:** Frazier Allen (Treasurer), presented the balance sheet, income statement, and statement of cash flows for July 2024. The Museum's total assets at the end of the month equaled \$2,654,302.43, liabilities equaled \$89,446.84 and equity (net position) equaled \$2,564,855.59. Total assets dropped compared to 2023, primarily due to accumulated depreciation. The Museum's non-donor restricted assets amounted to \$508,758.01, while its donor restricted assets amounted to \$82,114.07. Total cash was higher than the prior year and equaled \$419,348.13. 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 \$56,910.45, 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 fiscal 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 \$168,797.81 and expenses equaled \$141,744.66, which provided a net income of \$27,023.15. The year-to-date net income is \$27,023.15. It's important to

note there are non-cash items also affecting net income related to depreciation in the amount of \$21,635.5. Revenue is being driven by Flying High fundraising and membership renewals.

The Finance Committee approved the July Financials as presented.
All Approved

B. Executive Director – Frank Lott reported:

1. **Flying High 2024** –Title Sponsor is Joan & Ernie DeWald. The net income goal for the year is \$100,000. This event celebrating our 40th anniversary will be very exciting.
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 provided. Breakfast sponsor is Tom Creech of McReynolds, Nave and Larson. The lunch sponsor is Bryce Powers of Providence Builders.
3. **TEDx Talk Clarksville** – Date of the event is September 19, 2024, at 3:00 in the auditorium.
4. **Channel 5 Good News Stories, Forest Sanders** – While meeting with the Kiwanis Club, Dan Black shared the Museum Explorers Landing story. Mr. Sanders came to the museum and interviewed Frank Lott and filmed a video to be presented on Channel 5 news at 6:00 PM.

C. Chairman's Report: Larry Richardson reported:

1. **Flying High Sponsors & Eagle Memberships** – During the event the museum will pay tribute to all sponsors and present 31 new Eagle Members to be recognized. Thank you to Channing Grimes and Vicki Parker for their diligent work. Lawson Mabry stated the museum might want to add another level higher than Eagle.
2. **Fundraising Challenge** – Larry challenged the board members to upgrade their membership and recruit other people.

IV. Committee Reports

A. Finance Committee: No Report

B. Building Committee: Lawson Mabry reported:

1. 1898 Building Roof Damage – No new updates to report
2. HVAC R22 – City has bid document. The museum could use the Line of Credit and ask for reimbursement. No action is being requested at this time.

C. Collections/Exhibits Committee: Kell Black reported:

1. Collections Committee met on August 15, 2024.
 - a. Items approved to be accepted:
 - Brick made at Settle Brickyard – Settle Brickyard owned by Billy Settle. After the 1878 fire, many buildings downtown were rebuilt with bricks from Settle's yard. In 1913, its three kilns were producing 25,500 bricks per day. Bricks from Settle's yard is part of the "structure" of Clarksville itself.
 - WWII-era canteen and cover – Model 1910 aluminum canteen made in 1942 by the Aluminum Goods Manufacturing company in Wisconsin. It is welded and has "third style" plastic cap. The donor is 12 years old. Frank Lott will reach out to the donor's mother to get the completed registration paperwork.
 - Three Mason Rudolph and Ryder Cup golf balls and a commemorative 1957 Walker Cup glass. These are rare items related to Mason Rudolph.
 - Collection of photographs, portraits, a check signed by, a letter written by, and a pair of silver tongs owned by Cave Johnson - along with a letter addressed to New Orleans with an express-mail cover with the Clarksville postal Strike.

- b. Doug Wall, a collector of Native American artifacts – Mr. Wall has a fantastic collection, acquired locally from Montgomery County and its surrounding counties, and wants it to be secured for future generations. Native American history is American history (and in this case, local!), and the Collections committee believe Doug's collection would be a huge asset for the museum and would directly help us achieve our goal of telling the most complete story of Clarksville and Montgomery County. However, collecting items like these is not easy due to the many ethical and legal issues surrounding Native American artifacts. The Museum is not yet prepared to acquire a collection with risk attached.

The Collection Committee approved as presented.
All Approved

D. **Marketing/Membership Committee:** Brendalyn Player reported:
Marketing/Membership Committee met August 13, 2024

1. **Membership** – In July, CHM had 40 new members and 60 renewals. Total household memberships were 1,313 and total current/individual memberships were 2,239. Counted 75 attendees at the new exhibit's reception, Aug 8
2. **Exhibits**
 - a. Staff art through Oct. 6; John Sharpe: Enroute; Photography of Michael O'Malley; and Sophia Macias (Eisenbart) collected moments through Oct 20
 - b. Silent Skies traveling Mural through Oct 27.
3. **Second & Commerce**
 - a. The next edition of *Second & Commerce* will be on the new schedule, the DEC-FEB edition.
 - b. CHM's "Inside Second & Commerce," segments for CDE's cable channel, CCN, Clarksville Community Network.
 - Upcoming topics, tentatively: Collins Music Store, Birdcage at Fort Campbell, History of the 1898 Building. Curators, Exhibits and Education are also in the cue.
4. **Branding Guidelines** – The Marketing Team shared new branding guidelines and design improvements continuing with redesign of the gallery guide and rack card.
5. **Upcoming:**
 - Fifth Saturday Donation Day is Aug 31
 - The next "Sundays at 3" is Sept 1. Topic is Wildlife of Southern Africa with Mike O'Malley
 - Art Walk, Sept 5, 5-8 pm
 - Marksmanship Challenge, Sept 27
 - Cemetery Tours – Greenwood Sept 21 and Riverview Sept 28

E. **Nominating Committee:** Larry Richardson reported: Board Terms for Lawson Mabry, Frazier Allen and Linda Nichols will expire on December 31, 2024. The committee will meet and entertain names of prospective new board members.

F. **Guild Committee:** McClure Poland reported:

1. **Flying High 2024** – The Guild has been fortunate to have a great staff to work with for this event. Thank You. 417 Tickets have been sold to date. The event will have great food and a great band.

- 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 4:50 P.M.



Larry Richardson, Chairman



Linda Nichols, Secretary