



200 S. Second Street
Clarksville, Tennessee 37040
info@customshousemuseum.org
customshousemuseum.org

Board of Trustees – Monthly Meeting Minutes

Date: May 20, 2025
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 eighty-ninth (489) meeting Of the Board of Trustees on May 20, 2025, in the Averitt Board Room of the Museum.

Board Members Present: Larry Richardson (Chair), Dan Black (Vice-Chair), John Halliburton, Darwin Eldridge, Deanna McLaughlin, Brendalyn Player, Nick Nicholson, Joe Creek, Amelia Magette, Jane Olson, Tracy Knight, Donna Huffman (Guild), Jody Issacs

Board Members Absent: Carolyn Ferrell, Armi Rhodes, Marydith Young, Nick Nicholson

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

- I. **Roll Call:** See Present and Absent
- II. **Minutes of April 15, 2025, meeting was presented for review.**

Motion to approved April 15, 2025, minutes:
Motion to 2nd:
All Approved

Darwin Eldridge
Dan Black

III. **Officer's Report**

A. **Treasurer's Report:** Darwin Eldridge (Treasurer) presented the balance sheet, income statement, and statement of cash flows for April 2025. The Museum's total assets at the end of the month equaled \$2,483,245.85, liabilities equaled \$102,834.91 and equity (net position) equaled \$2,380,410.94. Total assets dropped compared to 2024, primarily due to accumulated depreciation. The Museum's non-door restricted assets amounted to \$513,725.58, while its donor restricted assets amounted to \$75,237.38. Total cash was higher than the prior year and equaled \$465,364.63. Most of the Museum's cash now consists of general operating funds, due to improved revenue generation from fundraising events, admissions, and membership. The Museum's account receivable balance has decreased compared to the prior year to \$53,009.45, which consists primarily of pledges for Flying High, 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 maintaining low levels of short term and long-term liabilities when comparing historically.

Revenue for the month equaled \$142,538.28 and expenses equaled \$149,125.91, which provided a net income of -\$6,587.63. The year-to-date net income is -\$152,047.72. The prior

year's net income was -\$125,535.03. It is important to note there are non-cash items also affecting net income related to depreciation in the amount of \$215,253.35. The Statement of Cash Flows shows a \$68,990.83 increase in cash compared to the end of FY2024.

The Finance Committee approved April Financials during the May 20, 2025, meeting. Larry Richardson stated the financials stand approved as presented.

B. Executive Director – Frank Lott reported:

1. **FY2026 Budget** – The City of Clarksville reviewed the FY2026 Budget and asked the museum to reduce by 10%. Additionally, the city requested detailed descriptions for all line items on the proposed FY2026 budget. Deanna McLaughlin explained the reduction and the explanation for the detail request. The detailed information will provide an overview of all departments and non-profits receiving money from the city to determine consistency among recipients.
2. **Rockin Clarksville** (Jammin In June Event) – A printed flyer was presented for all board members for ticket purchase or sharing.
3. **Collections Facility** – Frank will be providing additional tour of the Collections facility if any board member would like to attend. Date to be determined.

C. Chairman's Report: Larry Richardson reported:

1. **Strategic Plan** – Larry will review the plan and report over the next few meetings.

IV. Committee Reports

A. Finance Committee: No Report

B. Building Committee: Frank Lott reported:

1. **1898 Roof Renovation** – The bid has been awarded.

C. Collections/Exhibits Committee: No Report

D. Marketing/Membership Committee: Brendalyn Player reported:

1. **Membership** – In April, the museum had 37 new members, 27 renewals. Total household membership of 1,259 and total individual membership of 2,171.
2. **New Exhibits Reception, May 10.** Counted 160 attendees. Embracing Blackness: Diasporic Unions - part of the Crafting Blackness Initiative, is a collaboration between the Tennessee Craft, CHM, to illuminate the 100 years of Black Craft practice in the state of Tennessee. Over 50 artists were onsite to talk about their pieces. Mayors Golden and Pitts were in attendance.
3. **The "I Love My Museum" Campaign main event ice cream social, May 17,** was well-attended. Donations continued through May 18. CHM is raising funds for our new multipurpose rental space and classroom, The Aerie: Where Ideas Soar and Inspire, Come to Life. The ice cream social is in partnership with Golly G's. Golly G's offered a signature CHM Flavor, Copper Roof Sundae (pistachio base with chocolate-covered almonds and a swirl of chocolate fudge) and other flavor options.

4. Golly G's will continue selling pre-scooped ice cream in the CHM signature flavor through June 17 with \$1 of those proceeds also coming back to the Museum.
5. Details of exhibits and upcoming events like Flying High are included in the June Newsletter, that went out May 19

UPCOMING:

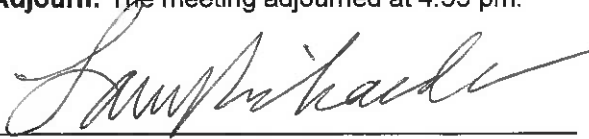
We'll be show-casing the 2nd & Commerce Summer issue @ History on the Rocks is June 3 at the Mailroom @ 5:30pm.

- E. **Nominating Committee:** Larry Richardson reported:
Sheena Dixon Burt has agreed to serve on the board as County representative to replace Kyong Dawson.

Motion to accept recommendation from Nominating Committee: All Approved

- F. **Guild Committee:** Allison Clouser reported:
1. **Flying High 2025** – August 9, 2025, at Oak Grove Racing, Gaming & Hotel
 - a. Theme – *Pop the Bubbly*
 - b. Title Sponsor is Legends Bank
 - c. Summer Garden Party Attire
 - d. Preview Party date is July 24

- V. **Old Business:** No Report
- VI. **New Business:** No Report
- VII. **Announcements:** No Report
- VIII. **Executive Session:** No Session was held.
- IX. **Adjourn:** The meeting adjourned at 4:55 pm.


Larry Richardson, Chairman

DocuSigned by:

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Jane Olson, Secretary