

Board of Trustees – Monthly Meeting Minutes

Date: March 18, 2025

Time: 4:00 pm

Location: The Clarksville-Montgomery County Museum
d.b.a. Customs House Museum & Cultural Center
Averitt Board Room

\\Chmsrver2\users\shares\VICKI\Documents\CHM Board\Board Minutes\Board Meetings\2025 Year\2025_03_18_Board Meeting\2025_03_18_BM_A_1_Board Meeting Minutes.docx

The Clarksville-Montgomery County Museum held the four hundred and eighty-seventh (487) meeting Of the Board of Trustees on March 18, 2025, in the Averitt Board Room of the Museum.

Board Members Present: Dan Black (Vice-Chair), Kell Black, John Halliburton, Darwin Eldridge, Deanna McLaughlin, Brendalyn Player, Nick Nicholson, Joe Creek, Carolyn Ferrell, Amelia Magette, Armi Rhodes, Jane Olson, Tracy Knight, Marydith Young

Board Members Absent: Larry Richardson (Chair), Jody Issacs, Kyong Dawson

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 February 18, 2025, meeting was presented for review.**

Motion to approve February 18, 2025, minutes:

John Halliburton

Motion to 2nd:

Tracy Knight

All Approved

III. **TAM – Tennessee Association of Museums** – Shana Thornton reported: Myranda Harrison, Summer Lucio, and Shana Thornton attended the annual TAM conference held in Knoxville, TN. Each staff member participated in various sessions and tours provided during the conference. Deanna McLaughlin requested the information to present to the City Council

Awards – The Customs House Museum received awards as follows:

1. 2025 Award of Excellence *Emerging Museum Professional* was awarded to Channing Grimes.
2. 2025 Award of Excellence *Institutional Impact with Customs House Museum & Cultural Center* was awarded to Frank Lott.
3. Awards of Commendation were presented for *Sundays at 3:00, Museum Gallery Guide* and *The Museum at 40* campaign.

Presentation – The Marketing team presented the Impact of Second & Commerce on the community.

IV. **Officer's Report**

- A. **Treasurer's Report:** Darwin Eldridge (Treasurer) presented the balance sheet, income statement, and statement of cash flows for February 2025. The Museum's total assets at the end of the month equaled \$2,430,802.75, liabilities equaled \$60,726.05 and equity (net position)

equaled \$2,370,076.70. Total assets dropped compared to 2024, primarily due to accumulated depreciation. The Museum's non-door restricted assets amounted to \$443,833.63, while its donor restricted assets amounted to \$74,486.65. Total cash was higher than the prior year and equaled \$438,361.17. Most of the Museum's cash now consists of general operating funds, due to the reduction in restricted funds as 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 receivable accounts balance has increased compared to the prior year to \$54,409.45, which consists primarily of pledges for Second & Commerce Magazine, group tours and remodeling the Explorer's Landing and Model Trains 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 \$111,610.86 and expenses equaled \$143,457.49, which provided a net income of -\$31,856.63. The year-to-date net income is -\$162,381.96. The prior year's net income was -\$106,242.59. It is important to note there are non-cash items also affecting net income related to depreciation in the amount of \$172,742.73. The Statement of Cash Flows shows a \$41,987.97 increase in cash compared to the end of FY2024.

The Finance Committee approved February 2025 Financials during the March 18, 2025, meeting. Dan Black stated the financials stand approved as presented.

Darwin Eldridge thanked the museum for including and representing his family in the Second & Commerce Magazine.

B. Executive Director – Frank Lott reported:

1. **FY 2026 Budget Planning** – The first meeting to review the budget with City Mayor Joe Pitts and Finance Officer Laurie Matta is April 15.
2. **Historic Clarksville Book** – Burchett Media is managing all accounting and sales. All remaining proceeds for book sales and a set number of books will be a donation to the museum. A book signing with Jimmy Settle will be held later in the year.

C. Chairman's Report: No Report

V. Committee Reports

A. Finance Committee: Darwin Eldridge reported:

1. **NOI – Nashville Office Interiors** – The Finance committee approved the purchase of Lobby furniture in the amount of \$23,965.48. Frank Lott shared the design.

Motion to approved recommendation of purchasing Lobby Furniture Dan Black
Motion to 2nd: Tracy Knight
All approved

B. Building Committee: Nick Nicholson reported:

- a. Frank Lott and Eric Shanley, Facilities Manager, provided a tour of the support building and other locations where the museum's permanent Collections are housed on February 24, 2025.
- b. **Capital Campaign** – The museum Executive committee and Foundation Board will meet in the future to begin a Strategy to develop long range plans to replace the Collections Management Facility.

C. Collections/Exhibits Committee: Kell Black reported:

1. **Kaye & Co. Bell** – During the Collections Committee meeting held on March 6, 2025, more details were presented. The bell is being held at the city maintenance yard. It was once on display in Public Square, but Collections Curator was unable to find any information as to when or how. The inscription on the bell reads "Kaye & Co. Louisville 1891". Carolyn Ferrell, Montgomery County Historian, provided new information on the Bell.

The committee voted to accept.

2. **Odd Fellows Pins and Ribbons** – Margaret Fleming has donated ribbons and pins that were worn at the biennial meeting in Clarksville of several lodges of the Tennessee district of the Grand Order of Odd Fellows of America.

The committee voted to accept.

3. **Clarksville High School memorabilia** – Roberta Richardson attended Clarksville High School from 1962 to 1965 and was a majorette, as well as a member of the school's chorus and marching band. Vintage school memorabilia become harder to find as time passes, and these patches, pins, and medals are valuable mementoes that can serve as reminders of the Clarksville's older citizens about their school, clubs, sports teams, and friends.

The committee voted to accept.

Motion to approve items recommended
for accession by Committee:
Motion to 2nd:
All Approved

Kell Black
Dan Black

D. Marketing/Membership Committee: Brendalyn Player reported:

1. **Membership** -- In February, the museum had 47 new members, 47 renewals. Total household membership of 1,274 and total individual membership of 2,122.
2. **Second & Commerce** – History on the Rocks held March 4th at Old Glory Distillery. Topics included Girls Flag Football, Karen Bullis, and APSU. Representatives of Eldridge Farm, Hogan Farm and Kennedy Farm were present and spoke. One of the largest events attended for HOTR.
3. **Sundays @ 3:00** – March will be *The Cumberland River – An American Legacy* with Larry Richardson, Artist, Author, Naturalist

E. Nominating Committee: No Report

F. Guild Committee: Channing Grimes 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. Sponsor Packets have been mailed. Each board member was provided a copy of the packet.

VI. Old Business: No Report

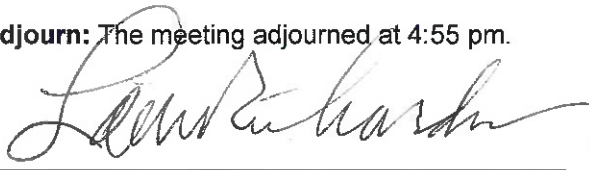
VII. **New Business:** No Report:

VIII. **Announcements:** Carolyn Ferrell Reported:

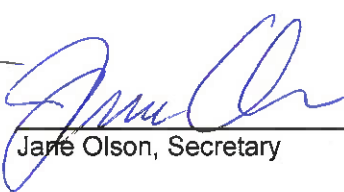
1. Dunbar Cave – Art from Indigenous people was not damaged during the recent floods.
2. Frank Sutton – A new sign in marking Frank Sutton grave site has been added.
3. Franklin Room – Mirror from Jennie Lynne — A plate glass cover has been added for protection.

IX. **Executive Session:** No Report

X. **Adjourn:** The meeting adjourned at 4:55 pm.



Larry Richardson, Chairman



Jane Olson, Secretary