

Board of Trustees – Monthly Meeting Minutes

Date: October 22, 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 eighty-second (482) meeting of the Board of Trustees on October 22, 2024, in the Averitt Board Room of the Museum.

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

Board Members Absent: Kyong Dawson, Deanna McLaughlin

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

- I. **Roll Call:** See Present and Absent
- II. **Minutes of September 17, 2024, meeting presented for review.**

Motion to approve September 17, 2024, minutes:
Motion to 2nd:
All Approved

Dan Black
Jane Olson

- III. **Officer's Report**

A. **Treasurer' Report:** Frazier Allen presented the balance sheet, income statement, and statement of cash flows for September 2024. The Museum's total assets at the end of the month equaled \$2,576,045.52, liabilities equaled \$66,391.75 and equity (net position) equaled \$2,509,653.77. Total assets dropped compared to 2023, primarily due to accumulated depreciation. The Museum's non-donor restricted assets amounted to \$465,809.66, while its donor restricted assets amounted to \$89,999.34. Total cash was higher than the prior year and equaled \$449,006.68. 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 increased compared to the prior year to \$51,791.45, which consists primarily of Flying High, 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 \$136,677.97 and expenses equaled \$182,466.86, which provided a net income of -\$45,788.89. The year-to-date net income is -\$22,804.89. The prior

year's net income was -\$31,653.97. It's important to note there are non-cash items also affecting net income related to depreciation, in the amount of \$43,271.14. Revenue is primarily being driven by Flying High fundraising, Admissions and membership renewals. Overall, when compared to this point in the prior fiscal year, the Museum's financials indicate revenue growth due to grants, admissions, and support from the Customs House Foundation and City of Clarksville. The statement of Cash Flows shows a \$52,632.88 decrease in cash compared to the end of FY 2024.

Frazier reported the last sentence should be corrected from "decrease" to "increase".

Motion to accept Financials as corrected.
with the word "increase" in statement of Cashflows
Motion to 2nd:
All Approved

Dan Black
Kell Black

B. Executive Director – Larry Richards reported:

1. Museum Marksman Challenge Event October 1 – The museum held its first Marksman Challenge sporting clays fundraiser event on October 1, 2024, at Cross Creek Clays sponsored by Travis Electrical Service, Providence Builders and McReynolds Nave and Larson Funeral Home. 14 teams were registered and the event's net profit totaled \$12,754 after expenses.

C. Chairman's Report: Larry Richardson reported:

1. Guild President – Chair Richardson recognized Marydith Young as new Guild President.

IV. Committee Reports

A. Finance Committee: Frazier Allen reported: The Finance Committee met prior to the board meeting. No actions are needed.

B. Building Committee: No Report

C. Collections/Exhibits Committee: No Report

D. Marketing/Membership Committee: Brendalyn Player reported:

1. Marketing/Membership Committee met October 8, 2024.
2. In September we saw a decline in numbers from the previous month, CHM had 28 new members vs. 45 last month and 38 renewals vs 59. Total household memberships were 1,325 and total current/individual memberships were 2,196. We are on track to recover from that slight dip. Halfway through the month of October we already have 27 renewals and 21 new members. We expect it will pick up in the coming weeks.
3. Congratulations are in order. CHM received SEMC honors in 9 categories. Published in Clarksville Now and Clarksville Online. SEMC attendees – Frank Lott, Channing Grimes and Matthew Sarnelli are at the SEMC, Oct. 20-23 and will pick up the awards.
4. We have a new vacancy. Part-time photographer, Justin Kaicles, has accepted a full-time position with the TN Wildlife Resources Agency. That position will remain vacant as the job description is undergoing revisions to convert it from a part-time to a full-time position. The timeline for that and allocating the necessary funds, we are looking to fill by 2nd quarter 2025.
5. Oct 6 Silent Skies Reception for Jeffrey Whiting, the President and founder of Artists for Conservation and Sundays @ 3 Lecture was well attended. Topic: Artists for Conservation and the Silent Skies Mural of Endangered Birds. Many thanks to title sponsors Jane and Michael O'Malley.

6. **REMINDER:** RSVP by Oct 25 for our next field trip/day tripper opportunity on Saturday, Nov 16 to Louisville. Transportation is included with departure from CHM at 6:30 a.m.

Upcoming Events & Outreach:

- CHM Staff continues outreach efforts, participating in Artsville, Downtown Clarksville, Oct 5. They are consistently visible in the community.
- Next Sundays @ 3 Lecture is Nov. 3; The Road to the White House: The transformation of American Campaigns by Dr. Michael Bednaraczk, Asst. Professor of Political Science at APSU.
- Quarterly Membership/New Exhibits Reception and First Thursday ArtWalk, Nov 7, 5-8 pm, Free admission.
- Next History on the Rocks confirmed at Strawberry Alley date TBD.

E. Nominating Committee: Larry Richardson reported:

1. **Nominating Committee** – Board Chair Richardson asked for approval of three new Board candidates who will take office in January 2025: Jody Issacs, County nominee; Armi Rhodes and Amelia Magette, City nominees. These nominees will replace retiring board members Lawson Mabry, Frazier Allen and Linda Nichols

Motion to approve recommended nominees:

Lawson Mabry

Motion to 2nd:

Dan Black

All Approved

F. Guild Committee: Marydith Young reported:

1. **Guild Members** – The Guild has 13 members. Three members rolled off the Guild, Beth Mabry, Christina Clark and McClure Poland. They will be greatly missed.
2. **Flying High 2024** – The museum had the second-best fundraiser with a net income of \$113,862.25.
3. **Flying High 2025** – Event is scheduled for August 9, 2025, with Marie Davenport and Ann Marie Crozier as chair and co-chair.
4. **Art In Bloom** – Champagne & Chocolate will be replaced with Art In Bloom. The event will be on January 10 in the Crouch Gallery of the museum. The museum will have an exhibit opening that includes art from the museum collection. 12-15 florists will be select a piece of exhibit art to create an arrangement that depicts their interpretation of the art. Planters Bank is the title sponsor. Fundraising will come from sponsors, ticket sales and Bourbon/Tequilla pull.

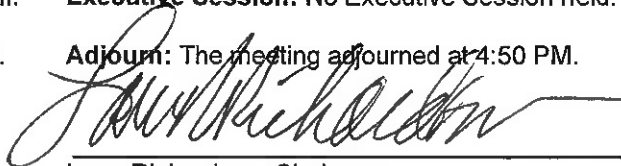
V. **Old Business:** No Report

VI. **New Business:** No Report

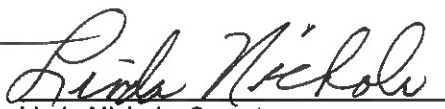
VII. **Announcements:** Carolyn Ferrell announced Arts & Heritage will sponsor a Tour of Historic Homes on Madison Street, December 15. She will provide additional details at the November meeting.

VIII. **Executive Session:** No Executive Session held.

IX. **Adjourn:** The meeting adjourned at 4:50 PM.



Larry Richardson, Chairman



Linda Nichols, Secretary