

Heritage Alliance
Of Northeast Tennessee and Southwest Virginia
Board of Trustees Meeting
January 27, 2022 at 8:00 am
Visitor's Center, Jonesborough, TN

Attending: Charlene Cleveland; Terry Counterline; Fred Counts; Mark Edmonds; Mike Floyd; Hal Hunter; Cari Jarman; Pat Wolfe

Staff: Anne Mason

Absent: Kati Jenkins, Meghan Kieta; Jack Van Zandt

Unexcused Absent: Walter Buford

Meeting was **called to order** at 8:02 a.m., Visitor's Center, by Vice President Terry Counterline.

President's Report

1. Vice President Terry Counterline called the meeting to order and presented the report of the Annual Membership Meeting as compiled by outgoing President Gordon Edwards. Fifty-seven Heritage Alliance Members voted yes for the Class of 2025 Board of Trustees. Cari Jarman made a motion to accept the report on the Annual Membership Meeting and the minutes from the Annual Membership Meeting (January 14-26). Mike Floyd seconded. All agreed. None opposed. Motion passed.
2. Vice President Terry Counterline presented the slate of officers for the year. The slate includes President Fred Counts, Vice President Terry Counterline, Treasurer Pat Wolfe, and Secretary Hal Hunter. He asked if there were any further nominations. Hearing none, Cari Jarman made a motion to accept the slate of officers as presented. Mike Floyd seconded. All agreed. None opposed. Motion passed.
3. New Board President Fred Count assumed control of the meeting. He thanked the Board for their support and let them know that he is open to all comments and feedback. He is looking forward to his term.

Minutes

1. Secretary Hal Hunter presented the minutes from the November 11, 2021, Board Meeting. He asked if there were any corrections or comments. Hearing none, Pat Wolfe made a motion to accept the minutes as presented. Terry Counterline seconded. All agreed. None opposed. Motion carried.

Treasurer's Report

Financials

1. Treasurer Pat Wolfe presented the current set of financials through December 31, 2021. No representative from Bolton, Coker, DeGennaro was available to be at the meeting.

2. As of now, the financials are reflecting a \$7,000 loss for the organization. Executive Director Anne Mason explained that there was a delay in receiving the second part of the Progressive Dinner income from the Town of Jonesborough due to a change in their staff. She also explained that the State of Tennessee has had a similar change in staff and that reimbursements to State Historic Sites have been delayed, too. Pat expected that the balance would change more to the positive as the fiscal year progressed.
3. Pat Wolfe noted that the Heritage Alliance did not receive many Membership dues in the last quarter of 2021. Anne agreed that the organization does not have many Members who renew that time of year. Most Members renew at the start of the year so she expects that line item will increase soon. She will be sending out renewal reminders at the first of February.
4. Mike Floyd asked about the Oak Hill School line item in expenses. Why is it so over budget? Anne explained that the Oak Hill School line item will stay inflated this year because we have painted the building and will hopefully be replacing the HVAC soon. Part of the cost of the paint was covered by the DAR grant, but it was a matching grant so half of the cost came out of the Heritage Alliance's budget, as approved by the Board in an earlier meeting.
5. Terry Countermine shared that the Jonesborough Board of Mayor and Aldermen approved an increase in the Heritage Alliance's 2021-2022 Appropriation by \$5,000.00. Anne Mason is currently working with Town Administrator Glenn Rosenhoff to raise the Heritage Alliance's appropriation going forward in the 2022-2023 fiscal year.
6. Pat Wolfe made a motion to accept the financials as presented. Mike Floyd seconded. All agreed. None opposed. Motion passed.

Old Business – President Fred Counts asked if there was any Old Business. Hearing none, he moved on with the meeting.

New Business

1. **Title VI Policy Review** – Fred Counts presented the Title VI policies for 2022. It's important for the Heritage Alliance to have these policies, and it is a requirement for the State of Tennessee and the Chester Inn State Historic Site. The Board reviews the policies annually and votes on them.
2. Mike Floyd asked where the language for the policies came from. Anne explained that it comes from the State of Tennessee.
3. Mark Edmonds pointed out a mistake on page one of the Title VI Compliance Program. In the middle of the page, it still listed Deborah Montanti as the Heritage Alliance Title VI Coordinator. That needs to be changed to Anne Mason.
4. Mike Floyd made a motion to accept the policies with the amendment from Mark Edmonds. Hal Hunter seconded. All agreed. None opposed. Motion carried.
5. **Director's Report** – Before she presented the report, Anne Mason welcomed new Board Member Charlene Cleveland and asked her to say a few words. The other new Board Member Meghan Kieta was not able to attend the January meeting.
6. Anne Mason presented the Director's Report. Fred Counts mentioned that Main Street Café has graciously donated their van to help empty the Heritage Alliance's storage unit in Johnson City. It will not cost the organization anything to do this.

7. Pat Wolfe asked Hal Hunter if he was satisfied with what was going on with the Ashe Street Courthouse. Hal said he was. The County and City have finally come to an agreement on the restoration of the building, but there's still a big question as to end use of the restored structure. The State's \$5 million grant is only for renovation and restoration. At this point, Hal Hunter had to leave the meeting for an appointment, but there was still a quorum for voting purposes.
8. **HVAC at Oak Hill School** – Fred Counts presented the quote from ATC Cooling and Heating to replace the HVAC system at Oak Hill School. The cooling unit stopped working in April of 2020. Mark Edmonds asked if we had received any other quotes for this project. Anne said we had not. Former President Gordon Edwards approached ATC because they do our annual maintenance and replaced the unit on the Duncan House. Mark said this quote was in line with what he'd seen from other suppliers in the current market. Anne said she could get more quotes if needed. Mark said that wasn't necessary. Cari Jarman made a motion to accept the quote from ATC and replace the HVAC at Oak Hill School. Pat Wolfe seconded. All agreed. None opposed. Motion carried.
9. **Search for New Treasurer** – Fred Counts brought up another item of new business. Pat Wolfe has been the Treasurer for the Heritage Alliance for many years, but he would like to step away from the position. Fred made a motion to form a committee to search for a new Treasurer. Mike Floyd asked what that committee would look like. After some discussion, it was determined that Fred would take the lead in talking to other Board Members and the Heritage Alliance Membership to see if anyone would like to take on the responsibility. Fred would work to have something, whether it's a committee or a possible nominee, in place by the next Board meeting. Terry Countermine suggested he consult the Heritage Alliance's Membership list. Anne Mason will double check the Bylaws and make sure that the Treasurer does not have to be a Board Member. This will be Old Business at the May meeting.
10. Anne Mason quickly shared that the 990 and Annual Review from BCS will be a little delayed this year. It will need to be voted on before the May meeting, though, so an electronic meeting might be necessary.
11. Pat Wolfe asked Mark Edmonds if he'd found anything else in the Heritage Alliance's insurance policies that needed to be adjusted. He said he had not.

Next meeting: Terry Countermine asked if the dates for the upcoming Board meetings were set. Anne said they had been voted on at the November 2021 meeting.

- Next Meeting: May 12, 2022 – 8:00 am at International Storytelling Center

Meeting Adjourned: Mike Floyd made a motion to adjourn the meeting. Charlene Cleveland seconded. Meeting was adjourned at 8:46 am.

Prepared February 5, 2022: Anne Mason, Executive Director

Submitted February 7, 2022: Hal Hunter, Board Secretary
Fred Counts, Board President

