

**Heritage Alliance**  
**Of Northeast Tennessee and Southwest Virginia**

Board of Trustees Called Meeting  
November 6, 2023, 5:30 pm  
Visitors Center, Jonesborough, TN

**Attending:** Fred Counts, Dana Ensor, Hal Hunter, Meghan Kieta, Pat Wolfe, Mark Edmonds, Cari Jarman, Nick Andrews, Terry Counterline

**Absent:** Charlene Cleveland, Mike Floyd, Jack Van Zandt

**Staff:** Anne Mason (ED), Joshua Dacey (Chester Inn Site Manager), Samuel Bowen (AmeriCorps Service Member)

**Public:** Marcy Hawley, Allyson Wilkinson

The meeting was called to order by President Fred Counts at 5:31 PM.

**Public Comment:**

Allyson Wilkinson spoke about the great relationship that the DAR has with Heritage Alliance and thanked Anne for her consistent work and assistance in the grant application process over the past several years. The DAR is proud to be a sponsor of grants which have assisted the HA in programming and maintenance of its buildings, especially the Oak Hill School and Duncan House. Thank you to Anne.

Marcy Hawley thanked Anne for the wonderful job she had done during her time as the Executive Director of the Alliance.

**New Business:**

The next item of business was the creation of a Personnel Committee. This committee will help to update Job Descriptions, assist in performance reviews, and recommend changes and new positions as needed.

Mark Edmonds moved that the committee be created with Fred Counts, Cari Jarman and Dana Ensor to serve. Motion was seconded by Nick Andrews and passed by unanimous consent.

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The next item was consideration of a “Creative Works Proposal”. This was presented by Anne Mason.

- 1) A Sojourn in Jonesborough
- 2) Things Are Changing
- 3) A Spot on the Hill (9 different editions)
- 4) With These Hands
- 5) Legs in a Barrel
- 6) Voices of the Chester
- 7) Nancy (Performance on January 21, 2024, at ETSU, will be billed as, Heritage Alliance)

I would like to retain the right to perform these original works in my new role as Programming Manager for the McKinney Center. Of course, the Heritage Alliance may perform them at any time without my involvement for the benefit of the organization. I should be credited as original playwright. The same is true if the Heritage Alliance decides to publish any said work for the benefit of the organization.

When I perform any of the works listed above for the McKinney Center, with the exception of A Spot on the Hill, we can debate shared proceeds (60%-40% split or 70%-30%) with the McKinney Center being the main recipient of proceeds. Any such agreement will also need to be approved by the McKinney Center and Town of Jonesborough.

I would like to take the brand of A Spot on the Hill with me to the McKinney Center for all future productions of the cemetery play. The Heritage Alliance partners with the Town of Jonesborough to care for the cemetery, but the property belongs to the Town of Jonesborough. I see a long life for this play, and it has become a tradition in Town, a tradition I would like to carry on.

Per my contract with the Town of Jonesborough, all work I write while employed by them will be the property of the Town of Jonesborough, this will include all future editions (2024 on) of A Spot on the Hill.

Mark Edmonds agreed to look over the proposal and make a more formal agreement. Discussion of this proposal was moved to the next meeting of the Board on November 20, 2023.

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Anne shared that there were several projects in various stages of progress that her replacement will have to take over. Details of these will be shared with her replacement. The major one will be the quarterly reports to the Tennessee Historic Commission regarding the grant for operating the Chester Inn.

A final report to our accountants, Blackburn, Childers, Stegall will need to be done.

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Creation of a Fundraising Committee was introduced by Fred Counts and discussed. Nick and Dana both advised that this be established at our January meeting after new board members are installed.

Moved by Cari Jarman, Second by Mark Edmonds, motion approved.

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Anne Mason requested that HA continue her health insurance through February 29, 2024. In her new position she will not be eligible for insurance for 60 days after the end of the month of her hire.

Discussion was held about the legalities of this since Anne will no longer be employed by HA and Cobra does not apply in this situation.

Dana Ensor agreed to check into the options with BC/BS and report back at the November 20, 2023 meeting.

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Anne shared that as no one will be working in Duncan House on a regular basis, it will need to be checked on. Gordon Edwards has offered to take this during inclement weather along with checking the Oak Hill school and the Salvage Warehouse.

This was moved by Mark Edmonds, Second by Pat Wolfe. Motion approved.

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Fred Counts announced that he will head up a going away party for Anne.

Meeting was adjourned at 6:31 PM

Respectfully Submitted

Harol J. Hunter, Secretary