

Heritage Alliance
Of Northeast Tennessee and Southwest Virginia
Board of Trustees Meeting
May 20, 2024, 5:35 PM
Visitors Center Meeting room, Jonesborough, TN

Attending: Charlene Cleveland, Fred Counts, Dana Ensor, Hal Hunter, Cari Jarman, Gordon Edwards, Nick Andrews, Frank Collins.

Absent: Mark Edmonds, Meghan Kieta

Staff: NA

Accolades to Gordon for his excellent work as the acting Executive Director. Gordon thanked the Board and Dana for their support and cooperation.

Public Comment: No one was present to make a comment.

Minutes:

The minutes of the April 29, 2024, meeting were presented and approved without correction.

Financial:

Dana Ensor presented the financial report. There are some issues with how funds have been recorded but she is working to correct them. Overall, the Alliance is in good shape. Fred seconded acceptance of the report.

First Horizon Fund Grant:

Gordon advised the board that a \$4000.00 had been received. HA has received this grant annually over the past few years part of which had been applied to the Progressive Dinner. However, this year the foundation had selected the funds be used for Jonesborough Days and

Christmas in Olde Jonesborough. HA participates but does not have any budgeted activities for those two events as they are town events. These two events were submitted on the application along with the Progressive Dinner. The board of the foundation has the right to choose which events it wants to fund but the funds can only be given to a non-profit organization. Thus, the past procedure.

Gordon proposed the following motion:

I move to establish a Heritage Alliance donor restricted fund to receive and disburse monies related to a \$4000.00 First Horizon Fund Grant for Jonesborough Days Festival and Christmas in Olde Jonesborough. I further move that the Executive Director, President, or Treasurer of Heritage Alliance be authorized to disburse, up to the fund balance, monies needed to satisfy the stated conditions in the grant and to keep proper records of such. For bookkeeping purposes, the restricted fund should be known as the 2024 First Horizon Grant Donor Donation ID is 06767. No authority is granted in this motion to contract the Heritage Alliance past the grant amount of \$4000.

Motion was moved by Fred, Seconded by Nick. Motion approved by vote of 6-2. The existing funds are to be disbursed to the Town per the requirements of the grant. Future requests to First Horizon will be more carefully vetted prior to submission.

Further discussion was advanced that HA might use a portion of the current grant for events during the two events. No decision was made on this.

Bylaws correction:

During a review of our policies and procedures, it was learned that the board had approved a change of date for the Annual Meeting in 2015. However, this was dropped by a scrivener's error in the 2018 edition of the Bylaws.

It was then moved by Gordon to correct Article 5, Paragraph 5.1 to

read “. . . early in the first quarter of the calendar year. . .”. This allows for the board to set a date in February or March. Motion was approved.

Old Business:

Gordon reported that the HVAC unit at Oak Hill School had been repaired within the board approved amount. Unit is working well.

A new Personnel Policy regarding vacation time was presented with the amount of accrued vacation an individual employee could accumulate. After discussion it was agreed that the maximum hours of accumulation would be 240 lifetime. Time earned after 240 would be forfeited.

Motion to approve made by Cari, Seconded Frank. Approved.

Spot on the Hill

Fred reported that he and Dana had a positive discussion with Anne Mason and Theresa Hammons regarding the ownership of *Spot on the Hill*. It was determined that splitting the profits would not permit McKinney Center or Heritage Alliance to effective gain for future productions. As the profits from this production have been deposited into a HA Board restricted fund to support and maintain the cemetery, it seems that ownership of the rights to *Spot on the Hill* should belong to the Town of Jonesborough. This would allow the McKinney Center to produce past or new version of the play with Anne doing the writing and directing.

It was agreed by common consent that Fred and Dana would meet with Mayor Vest to negotiate a proposal to for the town to buy the rights to the production.

Progressive Dinner:

Gordon introduced a discussion on the Progressive Dinner. Should we do it or not? It takes a lot of work on the part of the staff and volunteers and does not raise as much money as previous years.

Historically it has been the single largest fundraiser for HA. The date would be December 7, 2024. After discussion of various ideas, it was decided to proceed with planning for the event. A committee will be formed.

Staff Placement:

Gordon presented a report from the staff search committee for a new Museum Manager and a new Executive Director. Both individuals would prefer to have health insurance provided. Gordon or designee will speak with our agent and work out the best arrangement for HA and the employees.

Gordon then presented the resume and recommendation of Ryan Nedrow for the position of Museum Manager. Ryan has experience with several different historic sites and is expecting to complete his MA at MTSU in August 2024. A motion to hire Mr. Nedrow was seconded by Fred. Approved unanimously.

The committee recommendation for the position of Executive Director is Cecilia K. (Katie) Edwards. Katie holds an MA from the Courtauld Institute of Art, London, UK. She has worked with galleries in London and locally with several other local organizations. The motion was seconded by Frank and approved unanimously.

Members thanked the committee for their work.

Gordon reminded the board of History Happy Hour on Thursday, May 23, 2024.

The meeting was adjourned at 6:35 PM.