

Heritage Alliance of Northeast Tennessee and Southwest Virginia

Board of Trustees Meeting
May 19, 2025, 5:30 pm
Conference Room, Visitors Center, Jonesborough, TN

Attending: Nick Andrews, Frank Collins, Charlene Cleveland, Fred Counts, Mark Edmonds, Gordon Edwards, Dana Ensor (via phone conference), Meghan Kieta, Janice Hammett, Cari Jarman.

Staff: Katie Edwards, Executive Director.

Excused: Chelsea Summey.

Call to Order: The meeting was called to order by President Gordon Edwards at 5:30 pm. A quorum was present.

Public: No public comments given or requested.

President's Report:

Gordon Edwards delivered brief opening remarks.

Secretary's Report:

The minutes of the February 24th Board Meeting, April 13th E-Meeting, and April 28th E-Meeting were approved by common voice consent:

- **Motion:** Cari Jarman motioned to accept all three sets of minutes as submitted, Mark Edmonds seconded.

Treasurer's Report:

Dana Ensor presented current financial information (October 2024 through January 2025).

- The association is in good shape currently. The current assets of the organization, between checking and savings accounts - \$363,973.85
- Dana noted that nearly all of the membership has paid their 2025 dues if they had not already. Increased outreach has been successful.
- Year-To-Date Donations - \$7,395.60
- Wages and Salary are on track to meet the budget allocation for the fiscal year.
- Mark Edmonds voiced concern regarding the amount of funds Heritage Alliance had in the bank. Total funds are close to exceeding the FDIC insurance limit of \$250,000.
- **Motion:** Financials were accepted into the record as presented, with Dana York motioning and Nick Andrews seconding.

Old Business:

- Gordon Edwards gave an update on the web-hosting of photos, noting that comprehensive review as ongoing.
- Frank Collins distributed templates for the proposed Historic Jonesborough vanity plates, noting that the project was nearing completion. Gordon spoke on disbursement of the restricted fund set aside for the license plate project.

New Business:

- Executive Director Katie Edwards presented the Director's Report.

- Katie noted the retirement of THC Commission head Dan Brown, with hopes that a new HVAC maintenance company could be appointed for the care of the Chester Inn's system.
- Katie announced that Ryan had put up a QR code at both museums to aid in funneling donations to the Heritage Alliance.
- Katie noted the return of History Happy Hour, among other workshops and activities. YouTube uploads are upcoming as staff continue to work with new recording equipment.
- The Ice Cream Social will take place on July 5 during Jonesborough Days. More help is needed.
- Katie also discussed the success of the pharmacy exhibit at the Chester Inn Museum, and the upcoming new exhibit at the Washington County Museum - Chords of Community - which will include a 19th century pump organ.
- Social Media interactions are up - 41% increase in traffic on Facebook alone.
- Junior Membership and Policy Discussions
 - In an effort to target late high school/college students, or simply adults under 25, Katie and Gordon have discussed the creation of a new, more affordable membership tier to draw more young members into the organization. This will be an agenda item to be voted upon at the August meeting.
 - **Motion:** Gordon requested a motion to add a review date to our Board Policy and Procedures with no changes to the Board Policy itself. Nick Andrews gave the motion, Cari Jarman seconded. Gordon reminded the board that questions about the policies and procedures can be discussed by the board at any time.
- Hannah Rogers position
 - Gordon thanked board members for the emergency approval of the hiring of Hannah Rogers through the May 19th Board Meeting after her position was cut.
 - **Motion:** To continue her position through the end of her original AmeriCorps contract, Gordon proposed a motion to extend the contract with Hannah through August 29, 2025, with total payout not to exceed \$7280.00. Motion was presented by Charlene Cleveland, Janice Hammett seconded, and was carried unanimously. This hires Hannah Rogers in her current capacities as a 1099 contract employee of the Heritage Alliance.

The meeting was adjourned at 7:02 pm.

Respectfully submitted,
Fred Counts, Secretary