

Historic Carter House Society Inc.

Meeting Minutes
September 29, 2015

Vickie Robinson, Chairman, called to order the meeting of Historic Carter House Society Inc (HCHS) held at the Carter House, 30325 Carter Cemetery Road, Springfield, LA at 2:30 PM. Attendance: Vickie Robinson, Linda Simoneaux & Beverly Burgess. Shelley Simmons was not available to attend in person so she participated via conference call.

Vickie asked if everyone had a chance to review the minutes of the June 30, 2015 Board meeting and if anyone had any changes. No changes were suggested and a motion was made by Linda and seconded by Beverly to approve the minutes of the June 30, 2015 Board Meeting.

Linda gave a Financial Report and handed out an Income Statement covering the period January 1, 2015 to August 31, 2015, copy attached. She explained that the information below the Income Statement shows a detail list of the September Income and Expense Transactions that result in the present bank balance of \$8,936.94. Vickie asked the question of whether or not the funds collected from Carter House Tours was included in the Sales for the Carter House and Linda indicated she was included those funds collected in the Fundraisers. Both Vickie and Beverly voiced the funds should be in the Carter House Sales since we are required to hold the house open to the public a required number of days so it isn't really a fundraiser. Also, Vickie stated that she had thought about the recent electrical expense for running the Pool House electrical service underground should be classified as a Restoration Expense since it is a Capital Expenditure. Capital Expenditures should be restoration work, improvements or items purchased that will last for more than a year. Linda will move these revenue and expense items to the appropriate classification.

Vickie asked if everyone would look over the Repair/Restoration Project list to give their suggestions of which items on the list that are either in pink or white to place them in priority order to begin spending some of the funds we have in the bank. The group agreed that the first project should be to fix the hole in the ceiling in the corner of the kitchen/breakfast room. The second item should be to repair and paint the left side of the house that is the only side of the house that has not been power washed, repaired, and painted. Vickie will contact the contractor to obtain bids for the work to fix the hole in the kitchen and the paint/repair work on the left side of the house.

The group also decided that we should investigate the possibility of fixing the broken/missing tiles in the front walkway and the tiles on the front porch. Vickie said she will get in touch with a guy that does all kinds of work and ask him for a quote for the items to fix the tiles on the front walkway, tiles on the front porch, and the one in the hallway. She said if he can't find tiles to use for repairs that she will ask him about taking up some of the tiles outside the front gate that are not broken to use for replacing broken tiles in the walkway.

Vickie told the group that she and Charlie were donating 8 more LED pathway lights that have been added to the walkway in the side yard where the old fountain is located. She has also had the Crepe Myrtles at the front porch cut back so they are not on the roof, trimmed the boxwood down the walkways, and the Nandina bushes on the side of the house in front of the air conditioners.

Vickie and Charlie are covering the cost for this work.

With the discussion about the barn there was no decision about what to do about the barn, whether the barn should be torn down or repaired. Beverly and Vickie both said they would like to see the barn restored but Linda said she is at the opposite side due to financial reasons and does not think it should be restored. We did not hear a comment from Shelley but since the matter was tabled no further discussion was needed. Vickie did tell the group she had been able to obtain a reduced rate for the special dumpster that is required for the asbestos shingles. She has also submitted a request for a grant from the Livingston Parish Grants Coordinator in the amount of \$8,500.00 so hopefully we can find additional funding from other sources in order to save the barn.

Vickie explained that the problem with the pond is being reviewed by Kenney Sharpe who is with the Livingston LSU Ag Group. Kenney has suggested that we go through a series of investigative items to see if we can determine what the problem is before we spend a lot of money and won't end up fixing the problem. At this point he is discussing the problem with the Hydrology group of the LSU Ag Services and will report back to Dave Anderson and Vickie. A discussion was held about the CPCA withholding the funds from the Golf Tournament. Vickie said they told her about this decision at their last CPCA Board meeting and indicated they want the funds used to fix the pond. Vickie said she told the board she was not aware of this decision but they told her it had been discussed at one of the golf tournament meetings to which she replied it was not at any she attended. Vickie indicated she had received an email from John Mundinger indicating that he and Lessley Boyd had been assigned the responsibility by the CPCA and intend to follow through to be involved in the project to make long needed improvements to the pond. Vickie said she and Dave Anderson, who received a copy of the email, had a discussion about it but have not decided how to respond. She will talk to Dave after he returns from being out of town.

The electrical work has been completed so the electric service to the Pool House is now underground. All invoices for the electrical work done by Ferrara Electric have been paid.

Vickie told the group that the Christmas Open House dates will be December 4 for the Head Start School to visit Santa. On December 5 & 6 the house will be open for the public. Vickie has contacted the florist that attended the wedding planning event and Ann Maddry to ask if they would help decorate and both have indicated they will let her know if they can help. Also, Carol Lamm has indicated she would like to decorate the Music Room with period type decorations.

Vickie told the group that the last open house date will be Sunday, October 4 and at the open house Ethel Baily will be there signing her new book, *Henry the Swamp Doctor*. The information for the calendar of events and a News Release has been sent to the Livingston and Hammond newspapers. Ethel had a book signing at the bank and sold out so hopefully this will bring in some people to take a tour of the Carter House.

The discussion about Funds from the Golf Tournament on May 11, 2015 is covered in the paragraph above about the pond.

Fundraisers were covered and Vickie said she has mentioned to Susan Calamia that we would like to hold another Bunko Party so hopefully we can hold another one of those soon.

A Flea Market Sale needs to be held because we have a room full of donated items upstairs. Vickie asked Shelley if she had any dates she could be available to help and the only date she could help is November 21. Linda asked Vickie had she been in touch with the people that have the Pickers Store on Pumpkin Center and Vickie said she has not been able to get in touch with them but would try to do so soon.

The other fundraiser that Vickie has been working on is with the Belk Department Store at Juban Crossing Shopping Center in Denham Springs. They will be having a Charity Ticket Sale for non-profits to raise some money for their organizations. The way the fundraiser works is the charity sells tickets for \$5.00 to anyone they can and they keep all those proceeds of the \$5.00 tickets sold. The person that purchases the ticket will be able to shop on the designated charity sale day and receive a percentage discount on items they purchase, plus they will receive their \$5.00 back after making a purchase of a certain denomination. Vickie will meet with the Belk Store Manager and the Charity Manager on Friday to receive the details. Hopefully, each HCHS member will be able to purchase a ticket and sell at least one ticket to a friend or relative. It won't produce a whole bundle of money but everything little bit adds up.

Vickie reported that Facebook Total Page Likes were up to 489 as of last week. Shelley looked at Facebook while we were talking and reported we are now up to 491.

Vickie asked the group about updating the Fee Schedule to omit the option of reserving the Pool House since it isn't available now. Everyone agreed this would be a good. Vickie will update the Fee Schedule, distribute it for review, and get it posted on the website.

The schedule for the Carter House was listed on the Agenda, also below, for everyone's information and no further discussion or questions were asked.

- October 1 – Newman School Board of Governors Cocktail Party
- October 4 – Carter House Open House & Book Signing by Ethel Bailey 2 PM – 4 PM
- October 13 – CPCA Board Meeting
- October 18 – Baby Shower scheduled by Terri Huguet
- October 25 – Eddie Martin Birthday Party for his Mother
- November 6 – Livingston Convention & Visitors Bureau
- November 10 – CPCA Board Meeting
- December 4 – Head Start School Visit Santa
- December 5 & 6 – Christmas Open House
- December 8 – CPCA Board Meeting
- December 11 – CPCA Christmas Party

For Other Items Vickie told the group we may have to have a new supply of brochures printed early next year and she has been trying to add News Updates to the new website but it still needs some refinements/tweeks.

Vickie asked if there were any further items for discussion or any question but there were none so the meeting concluded and was adjourned.

No date was set for the next HCHS Meeting.

INCOME STATEMENT FOR HISTORIC CARTER HOUSE SOCIETY INC.		
<i>January 1, 2015 to August 31, 2015</i>		
INCOME		
Sales (Carter House, Pool House Rentals & Photos)		
Carter House	\$750.00	
Pool House	\$4,900.00	
Gift Shop Sales	\$20.50	
Cost of Sales	\$0.00	
Gross Profit		\$5,670.50
Other Income		
Donations	\$966.00	
Fundraisers	\$295.00	
Grant Income	\$0.00	
Membership Dues	\$1,080.00	
Miscellaneous (CDD Reimbursemet-Pump Repairs)	\$317.20	
Total Other Income		\$2,658.20
Gross Income		\$8,328.70
EXPENSES		
Expenses		
Advertising	(\$200.00)	
Cleaning	(\$100.00)	
Fund Raising Expense	(\$168.72)	
Grant Expense (Chimney Repair)	\$0.00	
Maintenance	(\$985.00)	
Miscellaneous Expenses	(\$48.00)	
Prof. Fee Total	(\$350.00)	
Restoration Work Expense	\$0.00	
Total Expenses		(\$1,851.72)
RESULTS		\$6,476.98
Bank Balance 12/31/14	\$4,145.96	\$10,622.94
Bank Balance 8/31/15	\$10,622.94	\$10,622.94
September Income Transactions		
Robinson (Donation)	\$0.25	
Vicknair (PH Rental) Sept + August Prorated	\$778.75	
Stafford (CH Rental)	\$100	
LCVB (CH Rental)	\$250	
La. Office of Tourism (CH Gift Sales - Booklets)	\$5	
Wine Social (Fundraiser) Neal Poirier	\$400	
Open House 9/6/15 (Fundraiser)	\$5	
Open House 9/12/15 (Fundraiser)	\$45	\$1,584
September Expense Transactions		
Ferrara Electric	(\$3,170)	
Nashelley Cuervos	(\$100)	(\$3,270)
Present Bank Balance		\$8,936.94