

## **Historic Carter House Society Inc.**

### *Board Meeting Minutes*

*May 4, 2017*

Annette Bodi, Interim Chairman, called to order the meeting of Historic Carter House Society Inc. (HCHS) held at 30325 Carter Cemetery Road, Springfield, LA at 2:05PM. Members in attendance were: Annette Bodi, Linda Simoneaux, Carol Lamm and Vickie Robinson

### ***OLD BUSINESS***

#### **Minutes**

Motion made by Vickie and seconded by Carol that we accept the minutes from the April 6, 2017 board meeting with changes emailed by Vickie. Motion made by Vickie and seconded by Carol. Approved by all.

**The Financial Report** - Linda provided an Income Statement to all HCHS members via email. Linda advised that the balance as of April 29, 2017 was \$12,188.39. HCHS presently has upcoming expenditures of \$3943.34 leaving \$8415.05 available. Motion made by Vickie and seconded by Carol to accept the financial report. Approved by all.

#### **Membership**

Clark Forrest sent us his membership for 2017 and Linda advised him that we had already received his 2017 membership. He said to apply it to 2018. No new memberships for 2017.

#### **Status on CPCA 2017 Golf Tournament**

Linda provided a status on the Golf Tournament meeting of 4/17/17.

Sponsor – Hyundai will not be the sponsor this year. Kevin got Bill Hood to agree to sponsor a car for the hole in one.

Food & Beverage Sponsors are lineup.

Whole Sponsors & Door Prizes are continuing to come in.

#### **Vote to amend By-Laws**

Linda advised that emails from Annette, Carol & Linda voted FOR this change.

Linda called Beverly and received a verbal vote FOR this change.

#### **Vote to nominate Vickie Robinson to fill new Director Position**

Linda advised that emails from Annette, Carol & Linda voted FOR this change.

Linda called Beverly and received a verbal vote FOR this change.

#### **Status on adding Handrails to Carter House**

Three bids were received Ryder & Ryder for \$5275, A1 Southern Ironworks \$2580 and Havard Iron Works for \$1820. The State approved the handrail to be installed by Havard Iron Works. Havard Iron Works has liability and Workman Comp. Cost of Handrails will be split between CDD and HCHS. Linda will hold back the HCHS half of the cost for the handrails from the amount received from FEMA for the duct work, which is owed to the CDD. Vickie made a

motion to accept the contract from Havard Iron Works. This was seconded by Carol. Approved by all.

### **Carter House Restoration Project – Prior to Flood**

No Change. Vickie advised that the contractor believes he will be able to start in a couple of weeks.

### **FEMA Grant for Pool House & Carter House**

Both the Carter House and Pool House Grants have been approved by FEMA. Payment is in progress and has not yet been received. HCHS should receive 90% of the approved amount of \$27, 875.93 which will be \$25, 088.34 for the Pool House Project. HCHS should receive 90% of \$6800.45 which will be \$6120.41 for the Carter House Project. Of the \$6120.41 for the Carter House, the CDD will need to be reimbursed for the replacement of the duct work that was paid by the CDD. The HCHS will reimburse the CDD for 90% of \$2295 (amount approved by FEMA) minus \$910 for half the cost of the handrails and minus the undetermined cost of debris removal from the pool house.

### **Status of HCHS Handbook**

Vickie advised that good progress has been made. She went over the Forms and List that will be part of the handbook. A few suggestions were made of additional items that can be added to the Handbook.

### **Status of Training Class for tours**

Vickie has drafted an email to be sent out by Linda with one correction noted by Carol.

Vickie said we need to go outside of Carter to increase membership. Carol will bring up at her next meeting of Edward Livingston Historical Association the need for increased membership of our organization. Carol mention that we could try to recruit people who are doing the tours and show an interest in the history of the Carter House. Linda suggested we send a Thank You letter to the people who toured the house and signed in at the tour along with our membership form. When the Sign In book was checked, people were only putting their name and state. No address was given. Vickie will try to research and see if she can find their addresses.

### **Status of Belk's Charity Fundraiser**

Vickie advised this fundraiser was very successful and \$430 was made from this event.

### **2017 Fundraisers.** – Need Chair Person for Each Event

- Game Night – June 17, 2017 – Vickie Robinson

Vickie advised that Susan and Dianne will once again help with this fundraiser. Vickie asked Susan what else could be done at Game Night to raise money. Susan suggested we do a 50/50 drawing.

- Style Show – Third Quarter 2017. Chairperson Donna Spencer  
Linda will check with Donna to see if she is still interested in chairing this event. Vickie and Annette discussed different locations that could possibly be used for the Style Show.
- Christmas Open House - December 10 and December 17  
Tabled selection of chairperson until September Meeting

Carol suggested an idea for an additional fundraiser. We could ask Carter Plantation Homeowners if they would be willing to open their homes to visitors, possible at Christmas, when we do the Carter House Christmas Open House. Linda suggested we ask the real estate agents first since this could give them the potential of getting new clients.

***NEW BUSINESS:***

**HCHS Phone for May**

Annette will keep the phone and May and handoff in June.

**D&O (Director & Officer) Insurance for HCHS Board Members**

After it was determine that the HCHS officers and directors are not covered by insurance, Annette checked with Northlake Insurance about the coverage. Linda will check with Benton Thames with State Farm. Vickie said when the organization was first set up, they checked into the insurance. It was only a few hundred dollars, but the board thought it was not needed. Annette said if we are sued and have to go to court, it will pay for our legal fees.

**Pool House Renovation**

Vickie asked if we should proceed with getting quotes or wait until we get the money from FEMA. Carol said we should start. Vickie will contact Ronnie Fugarino, Annette will contact Steve Louis and Mike Sharp already had someone come out, but he has not yet provided a quote. Vickie will create a detailed form of what work that has to be done. She will send form to the board for approval. After approval, this form will be given to the contractors to fill in line item cost. Some of the work items for the contractors to do are: Remove debris including cabinets, appliances, tub, toilet and bathroom sinks. Redo Kitchen and Bath with new cabinets, appliances, toilets and tub. Replace flooring in two bedrooms, Paint walls, and final clean up.

**Carter House Rental**

Vickie talked to someone who wants to rent the Carter House for a dinner for 50-75 people for 2 to 3 hour max. She asked what adjusted fee should be charged since the house was not going to be used all day. It was agreed \$300 would cover the cleaning before and after plus provide a little profit.

**Review of upcoming Schedule for Cater House 2H2017**

May 21 Carter Open House  
May 23 CPCA Board Meeting

June 11	Carter Open House
June 17	HCHS Game Night Fundraiser for HCHS
June 25	Carter Open House
June 27	CPCA Board Meeting

**Other Items**

Annette asked if we could change the day or time of the meetings. It was agreed to change the meeting to the 1<sup>st</sup> Wednesday of the month at 3 PM. COMPLETED

Vickie has contacted the State (GOHSEP) for assistance in having the pool house gutted and cleaned out. She hasn't heard back from them yet.

Vickie advised the need for new lighting in the mudroom. She suggested we add to the Project Work Item List – Replace existing mudroom lighting with LED Shop Light. This could possibly be paid for with the CPCA Golf Tournament Donation.

**Next HCHS Board Meeting**

Scheduled for Wednesday June 7, 2017 – 3 PM – Carter House

Adjourn Meeting – Annette adjourned the meeting at 3:02 PM.