

Historic Carter House Society Inc.

Board Meeting Minutes

October 7, 2016

Vickie Robinson, Chairman, called to order the meeting of Historic Carter House Society Inc. (HCHS) held at 30325 Carter Cemetery Road, Springfield, LA at 2:08 PM. Members in attendance were: Vickie Robinson, Annette Fothergill and Linda Simoneaux.

OLD BUSINESS

Vickie asked if everyone had a chance to review the minutes of the July 22nd meeting. Linda made the motion to accept the minutes and seconded by Vickie. Approved by all.

NEW BUSINESS

The Financial Report - Linda Simoneaux provided an Income Statement to all in attendance and advised that as of September 30, 2016 our bank balance was \$11,425.83. An additional \$300.00 for the Cater House Rental and \$8.00 from CH Sales still needed to be deposited, which would bring the total to \$11,733.82. Vickie provided a copy of a Gmail from Entergy where an electronic deposit was made to the HCHS checking account for a \$250.00 grant.

Property Restoration Projects Status –

Window and Siding Restoration Work –

Agreement signed with Ryder and Ryder to:

1. Repair the leaking windows
2. Repair/paint rotten siding outside of kitchen and dining room windows.
3. Adjust the side light doors in the sunroom so they open/close easier

This project is presently on hold due to the recent flood. The contractor will resume work as soon as flood repair work on homes slows down.

Flood Damage to Carter House –

AC/Heating duct work that runs under the house needed some of the sections repaired, some sections replaced, and a supply box replaced. The CDD will pay for these repairs. The compressor for the AC unit for Dining Room area has died. In the process of getting quotes to repair or replace this unit.

Discussion on upcoming event for 10/15/16. Annette advised that the AC being out would not cause a problem for her to continue with her scheduled event. Vickie suggested since she has a small group attending that she move to the front rooms of the house where the AC is working.

Vickie called Rami, who applied to FEMA for the CDD, to see what was included for the Carter House. Rami told Vickie that nothing was requested for the Carter House repairs. Vickie started checking on Grants and heard through the Livingston Chamber of Commerce there was a applied for assistance from GOHSEP. Vickie needed insurance policy information to apply and called Gills (CDD) who has the policy. There seems to be some discrepancy as to whether the Carter House was included on the insurance policy. Vickie has a meeting scheduled with Joe Costello

from the Governor's Office next Monday at 2 pm where he will check out the house for damages. Vickie has to provide contacts on the GOHSEP form. Primary will be Vickie, Financial will be Linda and Insurance will be Gills.

Flood Damage to Pool House –

Vickie got a quote to gut and treat Pool House for mold. The CDD felt this bid was too high and said they would get a second quote and handle the repairs. So far, (three weeks after the flood) no work has been done.

Status of pond restoration –

The CDD has approved for Frank White to trim around the pond. This work has started. Ricky Juban (CDD) advised the CDD and Vickie that Mike Sharp was going to get a quote to remove the tree that has fallen, after the flood, by the pond.

Annette heard that the work on the pond would be starting soon. It was suggested that we contact Mike Sharp to notify him of the wedding on 10/15/16 so they would not be working on the pond and causing a lot of noise. Vickie said she would contact Mike Sharp to let him know.

2016 Fundraisers

Silent Auction – November 12, 2016 –

Vickie suggested we move forward with this fundraiser due to the damage caused by the flood. We have lost the Pool House monthly rental, until it can be repaired. Revenue is needed to repair both the Pool House and Carter House.

Vickie provided a Planning Questionnaire. The following items were discussed and action identified

- Cash Bar or BYOB – It was decided we would provide wine and beer as part of admittance. Annette volunteered to provide the wine. Linda will check with Andy Turcotte about donating the beer.
- Status of Auction Items – Vickie has received confirmation of donations from several vendors. Vickie will send email to HCHS members to request help obtaining auction items.
- Grant – Vickie contact JT with the Livingston Parish Convention & Visitor's Bureau for a grant to pay for the food and supplies needed for this fundraiser.
- Invited Guest – Who to include (HCHS member, CP community, friends/family, run event in Newspaper)? Invite everyone or send invitations only. It was decided to invite everyone.
- Invitation – We review a draft invitation and suggested changes.
- Auction Item Catalog – Vickie asked Annette if she would be willing to work on this item. Annette agreed.
- Print bid sheets – Vickie will handle
- Print & Sell Advance Tickets – It was discussed and a decision was made to offer a discount on advance tickets purchased. It was also decided to offer a discount ticket to all HCHS members.
- Thank You Acknowledgement Sign Board – Vickie to handle

- Auctioneer – Vickie will contact Bill Rose who was the auctioneer at our last function. If he is unable to attend, Vickie will check with Becky April.
- Decorations – It was decided we would have minimal decorations. Vickie would check with a florist to see if they would donate an arrangement for the Main Table.
- Food & Servers – Linda will check with Natalie Webb to see if she is still doing catering. Linda will request on-line donation from Rouses. Vickie will check with Denise at CP.
- Gift Bags – Linda suggested maybe we could give everyone who attends a CH Christmas Ornament or some small gift bag item. Vickie said she could make up some bags with the CH Note Cards.

Christmas Open House –

Vickie asked Linda if she has contacted Head Start as to which date (Friday December 2nd or December 9th) would work for them. Linda has not yet contacted them, but will do so.

Printing tri-fold brochure –

Vickie advised the pricing for the brochure is \$212.00 for 500 and \$245.00 for 1000. Vickie said she is waiting on the CDD to complete their web page so she can determine the correct link to the HCHS page. Linda stated that she thought the HCHS was to have their own link which is not presently working. Only the CDD link works. Linda will check with Mike and Amber to determine the correct link to the webpage.

Annual Membership Meeting Date –

It was decided to have the annual membership meeting on Sunday, December 11th after the Christmas Open House

Review of upcoming Schedule for Cater House

October 15	Annette Fothergill
October 17	CDD Meeting
October 18	CPCA Board Meeting
October 29	Cancelled Denise Avocato – will reschedule for 2017
November 12	HCHS Silent Auction
December 2	Head Start Christmas Open House
December 4	Christmas Open House to the public
December 9	Alternate Head Start Christmas Open House
December 11	Christmas Open House to the public
December 11	Annual Membership Meeting

Next HCHS Board Meeting will be Friday, November 4th at 2 PM.

Vickie adjourned the meeting at 4:00 PM.