**JOURNEY THROUGH HALLOWED GROUND PARTNERSHIP**

**BOARD OF TRUSTEES MEETING**

**Held Via Teleconference**

April 6, 2018

10:00 a.m.

**BUSINESS MEETING MINUTES**

Chairman Stuart Haney called the meeting to order at 10:04 a.m.

Members attending: JTHG Team attending:

Chairman Stuart Haney Bill Sellers

Co-Vice Chair Chuck Ledsinger Michelle Burrelli

Secretary Jim Campi Penny Williams

Peter Friedman Katherine Wilkins

Jim Moorman

Betsey Merritt Also in Attendance:

Jim Moorman

Elizabeth Von Hassell Rich Dressner

Chris Wall Brent Glass

David Williams

Welcome

Chairman Haney called the meeting to order at 10:01 am. Chairman Haney is pleased with the response to the National History Academy and the National Park Service Symposium, and is looking forward to hearing the update.

Motion: To approve the minutes of the November 13, 2017 Board Call:

MOTION BY: Chris Wall

SECONDED BY: Elizabeth Von Hassell

NONE BEING OPPOSED, THE MOTION CARRIED

Overview

Mr. Sellers welcomed everyone and thanked them for joining us today. We have a lot of updates. The National History Academy website launched in January. We finalized a partnership with the College Board in order to access the Student Search Service and target students. We have two challenges to discuss today. We are getting highly qualified applicants from across the country, but we have not had a lot of students who can pay the full amount. We also have a cash flow issue to discuss.

Mr. Sellers discussed outstanding asks and grant applications that we are waiting for responses to. Mr. Sellers walked the board through the President’s report.

National History Academy

Mr. Sellers discussed the recruitment numbers in the President’s Report. Mr. Williams asked if the admissions decisions are trying to balance the gender inequality in the applications. Mr. Sellers responded that the review of applications is gender blind. We are reviewing each application on its own merit.

Mr. Sellers discussed the current students accepted and the amount of financial aid and tuition income those students represent. Mr. Sellers also discussed the strategy to recruit full pay students, including contracting with referral agents and meeting with private schools.

Mr. Sellers reported on the staff recruitment. We intend to make an offer to a Director this afternoon. We have three teachers on staff. Ms. Burrelli is conducting interviews and has identified three additional teachers that will be hired in the next week. Ms. Burrelli is also interviewing counselors and anticipates being fully staffed in the next two weeks.

The schedule for the National History Academy is nearly finalized. Ms. Burrelli is working with our partners to finalize logistics and schedule guest speakers.

Finances

Chairman Haney began the financial report by stating that our financial state is tight, but he is encouraged by the response to the National History Academy.

Ms. Williams gave a report on the financial reports and discussed the urgency of the cash flow. The timing of cash inflows is difficult to predict so we have been conservative in estimates for these reports. On the Balance Sheet, Ms. Williams discussed the two CDs JTHG currently holds that represent the current restricted net assets.

Mr. Sellers pointed out that the cash flow report does not show any fundraising income to be as conservative as possible.

Fundraising and Building Sale

Mr. Sellers reported on his conversations with our major donor, as well as with donors with whom he has outstanding asks for donations.

Mr. Sellers discussed the potential of doing a direct mail fundraising campaign.

Mr. Sellers discussed the sale of the Tin Shop. Mr. Williams stated that he is in favor of dropping the price to sell the building in light of our cash flow issues. Mr. Williams thinks we should get rid of this asset as soon as possible. Mr. Wall stated that the price being proposed isn’t out of the market value, and is reasonable. Mr. Wall supports this view and anything we can do to move the property quickly in a reasonable range would be a good thing to do. Chairman Haney stated that we should reduce the price in a systematic way consistent with advice from our real estate experts, within the range of market value. Chairman Haney suggested that the Board establish a floor price for the Tin Shop of $350,000.

Motion: To authorize the Journey staff to reduce the price of the Tin Shop to a floor of $350,000

MOTION BY: David Williams

SECONDED BY: Jim Moorman

NONE BEING OPPOSED, THE MOTION CARRIED

Mr. Campi asked about the National Park Service funds being reported in two months on the cash flow report. Mr. Sellers replied that this is due to the Continuing Resolutions the National Park Service is operating under. Mr. Sellers also discussed fundraising strategy and prospects we are approaching. Mr. Wall stated that this sounds like a good approach, but pointed out that we are operating under a tight timeline. Ms. Von Hassell asked if it is possible to set aside a portion of scholarship funds to fund the operations. Mr. Sellers stated that the scholarship funds help to pay for the operations.

Mr. Ledsinger asked whether the lines of credit still exist. Ms. Williams reported that they are still open and fully paid off.

Chairman Haney closed the meeting by asking that board members to think of donors who would be interested in what we are doing and make connections with them.

Chairman Haney adjourned the meeting at 11:10 am.

**I certify that the above represents the relevant minutes of the Board of Trustees meeting:**

Jim Campi, JTHG Board Secretary