**JOURNEY THROUGH HALLOWED GROUND PARTNERSHIP**

**BOARD OF TRUSTEES MEETING**

**HELD AT**

National Sporting Library and Museum

102 The Plains Road

Middleburg, VA 20117

540-687-6542

March 1, 2019

10:00 a.m.

**BUSINESS MEETING MINUTES**

Members attending: JTHG Team attending:

Chair Chuck Ledsinger Bill Sellers

Treasurer Chris Miller Michelle Burrelli

Secretary Jim Campi Laura Lake

Peter Friedman Katherine Wilkins

Gertraud Hechl Penny Williams

Betsy Merritt

Elizabeth Von Hassell Other Attendees:

Jim Moorman

Hilary Strimple

 Olivia Hutton

 Claire Manspile

The meeting was called to order at 10:25 a.m.

Chair Ledsinger confirmed the notice of meeting was given, and confirmed there is a quorum present.

**Motion:** To approve the minutes of the November 11, 2018 Board meeting.

MOTION BY: Elizabeth von Hassell

SECONDED BY: Chris Miller

NONE BEING OPPOSED, THE MOTION CARRIED

Ms. von Hassell welcomed the Board the National Sporting Library and Museum.

**Financial Discussion**

Ms. Williams gave an overview of the financial documents, discussed the application for the Line of Credit to complete the Tin Shop renovations, and reviewed the schedule for payments to 829 Studios.

Ms. Williams also discussed the large balances that remain in Restricted Net Assets, including the funds from the History Channel. Mr. Miller discussed the similarities and the shared costs between the OBF program and the Extreme Journey Camp, and the lack of documentation regarding the restrictions of the History Channel funds. Mr. Miller stated that we should inform the History Channel that we are unrestricting these funds to close the loop.

**Motion:** To approve unrestricting the History Channel funds of $46,661.01 toward past expenses for the Extreme Journey Summer Camp.

MOTION BY: Chris Miller

SECONDED BY: Elizabeth von Hassell

NONE BEING OPPOSED, THE MOTION CARRIED

Mr. Sellers discussed the outstanding Restricted Funds for the REIT of $120,000. Mr. Sellers is following up with the donor’s heir regarding moving the restriction to another fund. Ms. Merritt stated that there is paper trail regarding the intent of this donation, so we would need a paper trail from the donor’s heir regarding altering the restriction.

Ms. Williams highlighted the Cash Flow Projection. Mr. Sellers discussed the current fundraising effort.

**Audit Presentation**

Ms. Hutton and Ms. Manspile of Yount, Hyde & Barbour, CPA, presented the FY 2018 Audit to the Board of Trustees.

Ms. Williams presented the Form 990 for FY18. It is in draft form with an extension to file until August.

**Motion:** To approve the FY 18 Audited Financial Statement.

MOTION BY: Chris Miller

SECONDED BY: Gertraud Hechel

NONE BEING OPPOSED, THE MOTION CARRIED

**Fundraising and Recruiting Report**

Mr. Sellers discussed the cultivation event held at the Cosmos Club on February 22, the attendees, and the donations committed.

Mr. Sellers provided an update on the summer opportunity fairs and recruitment.

Mr. Sellers also discussed federal funds through the National Park Service and that the National Endowment for the Humanities is not signing new cooperative agreements this year.

Mr. Sellers gave an update on recent fundraising meetings, contributions, and pledges, and walked the Board through the Fundraising Update document. Mr. Sellers asked the Board to make introductions to individuals, foundations and corporations who might support the organization.

**Motion:** To approve a Line of Credit up to 80% of the appraisal value of the Tin Shop.

MOTION BY: Chris Miller

SECONDED BY: Elizabeth von Hassell

NONE BEING OPPOSED, THE MOTION CARRIED

**Discussion of JTHG Programs**

Mr. Sellers gave an update on the Route 15 initiative. Ms. Merritt said this is an important, visible effort of the organization.

Mr. Miller asked that we distribute the National Heritage Area Data Collection Forms to the Board. We are missing opportunities to share the threat and the progress.

**Other business**

* Proposed 2019 schedule of meetings.
* May 2019 (phone meeting)
* October 2019 (in person)

**Motion:** To adjourn the meeting.

MOTION BY: Elizabeth von Hassell

SECONDED BY: Chris Miller

NONE BEING OPPOSED, THE MOTION CARRIED