**JOURNEY THROUGH HALLOWED GROUND PARTNERSHIP**

**BOARD OF TRUSTEES MEETING**

**HELD**

Via Conference Call

October 11, 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

Gertraud Hechl Katherine Wilkins

Kathleen Kilpatrick Penny Williams

Betsy Merritt

Chris Wall Other Attendees:

David Williams

 Brent Glass

 Jim Moorman

The meeting was called to order at 10:04 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 June 4, 2019 Board meeting.

MOTION BY: David Williams

SECONDED BY: Kathleen Kilpatrick

NONE BEING OPPOSED, THE MOTION CARRIED

**Tin Shop Report**

Mr. Sellers provided an update on the Tin Shop, which is under contract again following a new offer this week.

**Financial Discussion**

Ms. Williams presented the financial statements and executive summary. Ms. Williams also reviewed the draft 2020 budget and the 2019 cash flow and 2020 cash flow projection.

Chair Ledsinger asked for clarification on the projected increase in income in the draft budget. Mr. Sellers discussed making changes to our marketing plan to target more full pay students for National History Academy.

Ms. Williams also discussed the upcoming audit.

**Motion:** To approve the audit proposal from Yount, Hyde and Barbour, CPA for the FY2019 Financial Statement Audit and preparation of the Form 990 for $15,500.

MOTION BY: Chris Miller

SECONDED BY: Chris Wall

NONE BEING OPPOSED, THE MOTION CARRIED

Chair Ledsinger thanked Ms. Williams for her solid projections and her work to present clear financial statements.

Mr. Sellers also updated the Board on our recent hiring of a staff bookkeeper on an hourly basis to assist Ms. Williams in data entry.

**2019 National History Academy summary**

Mr. Sellers provided an update on the 2019 National History Academy, highlighting enrollment and the quality of the experience for the students and staff who participate.

Mr. Sellers also discussed potential funding relationships and our current effort to diversify support so we are not so reliant on one donor. Ultimately, this will be a self-sustaining program.

**Fundraising and Recruiting Report**

Mr. Sellers reported on the June 27th event at the National Archives, noting the important attendees including NEH, Philanthropy Roundtable and College Board representatives.

Mr. Sellers stated that he has a meeting with Mrs. Mars next week. He met with Professor Moss at Harvard Business School last week. He also discussed further partnership opportunities, including applying for joint grants through the National Endowment for the Humanities.

Mr. Sellers reported on his conversations with the College Board about a potential spring break program that incorporates the “two codes” – the Constitution and computer coding.

Mr. Sellers reported on our relationship with the Hayden Foundation. Dr. Glass discussed the strategy of connecting with the state historical societies, and continuing to build on those relationships to fund student scholarships.

**Discussion of JTHG Programs**

Ms. Burrelli provided an update on the timing of the JTHG website, as well as the Wayfinding program and transferring the management of that grant to VDOT.

Mr. Miller suggested we convene a partners meeting.

Mr. Ledsinger wishes to thank Mr. Sellers and Ms. Burrelli for all of their work to build a successful Academy.

**Other business**

The next Board meeting is tentatively scheduled for December 6, 2019.

**Motion:** To adjourn the meeting.

MOTION BY: David Williams

SECONDED BY: Chris Miller

NONE BEING OPPOSED, THE MOTION CARRIED

The meeting adjourned at 11:22 am.