

NCHS February 2, 2016 Board of Directors Meeting

NCHS Minutes February 2, 2016

The President of the Board of Directors, Elizabeth Harwell called the February 2, 2016 regular Board of Directors meeting to order at 6:00 PM in the Board Room of the McRichie Hollis Furnishings Museum at 45 Jackson St., Newnan, Georgia.

The NCHS Secretary, Deborah “Dee” Mack, transcribed the minutes of the meeting.

The attendance of the Board members present is indicated in the table below.

Attendance of Board Members			
<i>#</i>	<i>Board Member</i>	<i>Present</i>	<i>Not Present</i>
1	Lisa Harwell	Y	
2	JoAnn Ray	Y	
3	John Thrasher	Y	
4	Dee Mack	Y	
5	Russell Berry	Y	
6	Ray Dubose		N
7	Theron Gay		N
8	Thomas Lee	Y	
9	Ginny Lyles	Y	
10	Peter Ludlow		N
11	Pamela Prange	Y	
12	Dorothy Pope	Y	
13	Winston Skinner		N
14	Steve Quesinberry		N
Quorum must = 8		9	5

A quorum of 9 of 14 Board members was met to allow the meeting to proceed. Steven Quesinberry informed the President that he was in class and would not be able to attend; the reasons for the other absences are undetermined. Visitors and observers included three NCHS employees; Jessie Merrill, Ellen Jenkins and Jeff Bishop.

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President Harwell welcomed everyone and asked for each board member to introduce themselves. Minutes of the January, 2016 meeting were reviewed and approved along with the December's general membership meeting addendum.

The Executive Director, Jeff Bishop, reviewed his monthly report and highlighted several events. Atlanta Concert Ringers performed in celebration of Martin Luther King, Jr.'s birthday; a series of gallery talks by Millie Gosh; Southern Crossroads 1st series presented by Dr. Stacy Boyd; and Newnan Robert Burns Scottish Heritage Weekend were some of the major events attended by approximately 300 visitors.

John Thrasher, Treasurer, distributed a Financial Report for January, 2016. After a brief reflection of the January report and a conversation in regards to the projected salary expenses, the Board approved the reports. Tom Lee suggested that the Board receive a proposed Budget Plan for the Fiscal year. Mr. Thrasher reminded the Board that a tentative meeting was scheduled with David Skid on February 17th to meet with the Finance Committee.

The Facilities Committee met on Jan. 6th and reported the following concerns:

- Accepting new Bids for Alarm System
- Review lease for Male Academy
- HVAC unit is @ 19 years old – Seek New Bids

Pamela Prange stated in her Children's Museum Report that the next Fiberglass project will be announced with the anticipation of being about a 12 month process. Art pieces by David Boyd will be sold at a Spring Auction.

President Harwell informed the Board that Dave Dorrell has accepted a new position - President of the Art Council; therefore, he has resigned from the Board. In regards to the Position Descriptions, the Board approved with a few minor changes:

- Education preferred or Experience
- Must be able to lift 40 pounds

Lastly, the Board was reminded to check their calendars and select a date for our upcoming Retreat on the document sent via e-mail by Jeff Bishop.

The meeting was then adjourned.

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Motions of February 2, 2016 NCHS Board of Directors Meeting				
#	Motion/ Subject	Motion	Seconded	Vote result
1	Minutes Approval	Tom Lee made a motion to approve the Minutes of the January, 2016 meeting.	Yes Ginny Lyles	Passed
2	Financial Report	Ginny Lyles made a motion to accept the January Financial Report as presented by the Treasurer.	Yes JoAnn Ray	Passed
3	Position Descriptions	Dorothy Pope made a motion to accept the Position Descriptions with the suggested changes.	Yes Pamela Prange	Passed

Tasks Directed by the Board		
Upcoming Tasks		
Tasks	Action	
Position Descriptions	Change wording to reflect (Education) – preferred or Experience	ASAP
Retreat	Board availability	Prior to March meeting...

Respectively submitted,

Deborah “Dee” Mack, Secretary

Record Copy of the Minutes approved by resolution of the Board of Directors
on March ____, 2016 at _____ pm.

Deborah “Dee” Mack, _____
Secretary, NCHS