

**FREEPORT HISTORICAL MUSEUM FOUNDATION  
SUNDAY, NOVEMBER 11, 2018 AT 3:00PM  
FREEPORT HISTORICAL MUSEUM  
311 E. PARK AVENUE  
FREEPORT, TEXAS**

**SPECIAL MEETING  
MINUTES**

**1. Call to order**

Nat Hickey called the meeting to order at 3:00pm.

**2. Roll call**

Attendees included the following:

- Nat Hickey, President
- Carmen Read, Board member
- Cliff Vandergriff, Board member applicant
- Brenda George, Board member
- Brenda Laird, Vice President
- LeAnn Strahan, Secretary

**3. Approval of Minutes – October 31, 2018**

Ms. Strahan inquired on clarification from Ms. George regarding her Board member report from the previous meeting. With a motion from Ms. Laird and a second by Mrs. Read, the board unanimously approved the minutes to include the changes made to item 7.

**4. Board Member Appointment**

Mr. Hickey proposed Cliff Vandergriff to fill the vacancy on the Museum Board. Mr. Hickey inquired would Mr. Vandgriff accept his proposal to the Board and Mr. Vandergriff agreed. With a motion from Ms. Laird and a second by Ms. George, the all voted in favor of Mr. Vandergriff's appointment.

**5. DOW Grant Fulfillment**

Ms. Strahan presented the Board with the alternative proposal she submitted for the 2017 DOW grant that had just recently been approved. DOW agreed to allow the funds to be allocated to upgrades in the Children's Exhibit. Ms. Strahan explained that there are City funds available specifically for the Children's Exhibit to cover any costs exceeding the \$10,000 grant. Ms. Read inquired as to whether Ms. Strahan had a representative assisting with Kaplan products or if the items would be directly purchased. Ms. Strahan had not contacted a representative to negotiate on pricing. Ms. Read agreed to locate a contact for future purchases. Mr. Hickey advised to state the item price plus FOB shipping charges when addressing City Council for approval. Ms. Read was confident that we should be able to negotiate shipping costs if we are paying full price, and Ms. Strahan agreed to address shipping fees when purchasing. With a motion by Ms. Laird and a second by Ms. George, the Board voted unanimously to accept the alternative proposal as is and make their recommendation to City Council to pay these expenses out of the Museum Foundation account.

## 6. **Approval of Expenses**

### a. **Property Taxes**

Mr. Hickey clarified our pro-rated 2018 property tax statement has a balance of \$897.42. Our tax exempt status is active and no future charges will be incurred. With a motion by Ms. Laird and a second by Mr. Vandergriff, the Board unanimously approved to recommend that City Council pay the property tax balance from the Museum Foundation account.

### b. **Nutcracker Market**

Ms. Strahan updated the Board on plans for the Nutcracker Market entertainment and festivities. So far there are roughly thirty market vendors on the list, including a few food truck vendors. Horse carriage rides will take place from 4pm-8pm and a Nutcracker film will be shown in the park at dusk. Several school groups are scheduled to perform throughout the day, securing attendance for the overall event.

Ms. Strahan reported that she has fallen short on raising donations for the snow hill. She was able to negotiate the cost from \$5,200 to \$3,500 by decreasing the size and agreeing to secure our own hay bales for the hill foundation. Including a \$500 donation from Top Coat and \$1,000 available from the City budget, we are still short \$2,000. Ms. Strahan applied for two community grants to cover the cost, but there is a good chance there will be no award in time to cover the expense. Discussion ensued regarding the funds in the Foundation account and if we could release those funds to support the holiday event. With a motion by Ms. Laird and a second by Mr. Vandergriff, the Board unanimously approved the recommendation to City Council that the Foundation funds be made available to cover the remaining cost of the snow hill.

## 7. **Adjourn**

The Board discussed moving the November Board meeting to Thursday, November 29, 2018 at 11:00am to allow Ms. Laird to join us for the forensic sculptor discussion. Ms. Strahan will confirm availability and notify the Board. With a motion by Mr. Vandergriff and a second by Ms. Laird, the meeting was unanimously approved to adjourn at 4:00pm.

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LeAnn Strahan, Museum Manager  
Freeport Historical Museum Foundation