Minutes from Board of Trustees Meeting  
Wednesday, April 20, 2013  
1855 Harris-Kearney House  
Kansas City, MO

The meeting was called to order by John Dillingham, Chair. Present were Banwart, Benton, Clark, Craig, Dillingham, Dunfield, English, Ford, Glenn, Smith, Stroup, Tacha, Tempel, and Wood and Fred Conboy, Julie McPike, and Sonia Smith. Absent were Arter, Barker, Breidenthal, Collins, Freeman, Gibson, Glasscock, Kemper, Lampe, Scott and Wagnon. Guests present were Gene Hicks and Louise Welborn.

Dillingham called the meeting to order. Dillingham welcomed new board member, Grant Glenn.

Conboy asked the guests to introduce themselves. Wagnon welcomed the board and guests and gave a brief explanation of the Shawnee County Historical Society’s mission and the history of the Ritchies.

Wagnon moved to approve the December 2012 minutes. Craig seconded the motion, which passed.

Dillingham introduced the 2013 Workplan and board actions that support the Workplan.

Conboy briefed the board on his trip to Washington D.C. to meet with the Alliance of National Heritage Areas (Alliance of National Heritage Areas) and Congressional staffers in each of the seven Representatives and four Senators offices. Conboy shared that Representatives Dent and Tonko introduced House Resolution 445, National Heritage Area program legislation. Graves has signed on as a co-sponsor for HR 445. Conboy also shared with the board economic impact research conducted by the ANHA and Fort Scott National Historic Site. David Smith shared the economic impact numbers for all National Park Service units in the State of Kansas.

Conboy also discussed the 2013 Workplan as a guide that aligns our daily activities with the management plan and enabling legislation. He noted that the staff will submit to the board of trustees monthly updates so the board can be informed about what the staff is working on and better understand how to contribute to the success of Freedom’s Frontier.

Conboy also mentioned that the fundraising committee will meet March 20 at the Ox to discuss a plan for development and establishing an endowment.

McPike explained the SF-LLL and asked the Board to sign a copy for federal paperwork. She also explained the Board timesheets and asked to board to complete these to be able to show their time spent as in-kind contributions. McPike updated the Board on projects, including partner development at Quindaro and the cross-border commemoration of Quantrill’s Raid and Order Number 11.
Barker gave an update from the February partners meeting. The group met in Topeka, Kansas. Dale Nimz gave a talk on the new FFNHA Interpretive Grant funded exhibit on the Exodusters on display at the Great Overland Station. Staff updated attendees about the website/calendar, story submissions form on the website, the annual report, and the app/video project.

Clark presented the financial reports. He noted that this is an aspirational budget and the key is to make sure the organization is not contractually committed to something that there aren’t enough assets to cover.

Dillingham discussed pass-through as an opportunity to leverage federal funds. It also helps to build teamwork through the 41 counties. Price Banks is providing a legal opinion for the pass-through. Conboy added that McPike and Sonia Smith recently discussed the pass-through with a Miami County Commissioner. Ford noted that the CVB in St. Joseph’s referendum prohibits it from passing funds through another organization. Craig asked if there was a limit of federal funds that could be accessed. McPike responded that there was and that limit is dependent on the federal government’s budget each year.

Conboy reported that the nominating committee will meet on April 20 at the Golden Ox to select a slate of new board members to replace those who chose not to renew their term at the end of 2013.

Craig moved to approve the signage RFP. Gibson seconded the motion, which passed. Tempel asked how the RFP would be distributed. McPike responded that it would be sent directly to firms that have expressed an interest or whose names have been submitted and that it would be posted on the website. Craig explained that an additional $30,000 for signage will be voted on by the MARC board on March 26 and that those funds, if approved, would be dispersed through a contract with Freedom’s Frontier.

McPike shared the Billings MVP criteria and work on the annual meeting. Dillingham asked who judged the award. Dunfield recommended that a committee of the board would be best suited to judge the award. Craig asked if retired partners are eligible. McPike noted that they were and that she would amend the criteria to make that clear. Gibson moved to approve the Billings MVP criteria with the suggested amendment. Glasscock seconded the motion, which passed.

McPike updated the board on the Interpretive Grants.

Conboy updated the board on conversations with the NPS regarding the management contract with DMI. Clark explained that the old agreement was out-of-date and suggested that it needs to be rewritten to better describe the relationship moving forward. He moved that the Executive Committee work to produce a month-to-month contract extension with DMI, draft a new 3 year contract, and create a sole source statement for the NPS. Tempel seconded the motion, which passed.
McPike presented the Database RFQ and explained that the staff would like to move forward, using the RFQ to select a product that was best suited to meet the needs of FFNHA as outlined in the RFQ. Tempel moved to approve the RFQ. Breidenthal seconded the motion, which passed.

David Smith announced that a National Park Foundation America’s Best Ideas grant in the amount of $12,000 was awarded to Freedom’s Frontier in partnership with Brown v. Board of Education National Historic Site for 2013 Summer Youth Camps.

Chris Meinhardt announced that the restoration of the west wall of Constitution Hall is proceeding and encouraged the board to take a look at the progress while they are in Topeka.

Wagnon conducted a tour of the Ritchie House for board members following the meeting.
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Minutes from Board of Trustees Meeting
Wednesday, September 11, 2013
Battle of Lexington State Historic Site
Lexington, MO

The meeting was called to order by John Dillingham, Chair. Present were Banwart, Benton, Clark, Craig, Dillingham, Dunfield, Ford, Scott, Smith, Stroup, Tacha, Tempel, and Wood and Fred Conboy, and Julie McPike. Absent were Arter, Barker, Breidenthal, Collins, English, Gibson, Glasscock, Glenn, Kemper, Lampe, and Wagnon. Guests present were Lexington Mayor Jerry Brown, Lexington City Manager Mark Rounds, and Davoren Tempel.

Mr. Dillingham welcomed guests. Mayor Brown welcomed the board to the city of Lexington and introduced the new city manager, Mr. Mark Rounds. Mr. Dillingham also thanked Bill and Davoren Tempel for serving as meeting hosts.

Mrs. Stroup moved to approve the June 2013 minutes. Mrs. Tacha seconded the motion, which passed.

Mr. Dillingham encouraged the board to fill out their timesheets. Mr. Conboy added that timesheets give trustees an opportunity to report contributions of time. Mrs. Stroup added that she uses the timesheets to keep her focused on Freedom’s Frontier tasks.

Mr. Dillingham introduced Gen. Scott and welcomed him to the board. Gen. Scott spoke about the importance of the work our partners do in helping to inspire healing and understanding.

Mr. Conboy announced that an endowment fund has been established at the Greater Kansas City Community Foundation with seed money donated by Mrs. Heffner Hicks. Mr. Conboy also announced that Mr. Freeman had resigned his seat on the board but had pledged a $20,000 donation over the next two years. Half of this money will be endowed with the other half being directed to general operations.

Mr. Conboy also shared about the work of Mr. Glasscock in raising the profile of Freedom’s Frontier in Riley County and Mr. Glenn’s efforts to publicize the Tacha Award to all Kansas art teachers. Mr. Conboy provided a wrap-up of the office’s work for 1863 commemorations.

Mr. Conboy introduced Mrs. Davoren Tempel, who spoke on the role and impact of boards on fundraising goals. She noted the three steps to philanthropy: 1. Tell the story as many different ways as possible; 2. Share your talent; 3. No gift is too large or too small. She also noted the five steps in fundraising: 1. Identification of a donor; 2. Cultivation; 3. Solicitation (planned); 4. Recognition; 5. Stewardship.

On behalf of the nominating and executive committees, Mr. Tempel moved that the following be elected to a 2014 term on the Board of Trustees: Jody Craig, John Dillingham, Kala Stroup, Deanell
Tacha, Joanne Collins, Kevin Wood, Gary Nevius, and Kay Barnes. Mrs. Stroup seconded the motion, which passed.

On behalf of the nominating and executive committees, Mr. Tempel moved that the following slate of officers be elected to the Executive Committee for the 2014 term: Jody Craig, Chair; Deanell Tacha, Vice Chair; Bill Tempel, Secretary; Duane Benton, Treasurer; John Dillingham, At-Large; Kala Stroup, At-Large. Mrs. Tacha seconded the motion, which passed.

Mrs. Tacha expressed her appreciation for Charles Clark for his service as treasurer.

Mr. Wood discussed planned giving and urged trustees to automate their annual contribution to Freedom’s Frontier.

Mrs. McPike presented the 2014 Workplan to the board. Stroup moved approval. Craig seconded the motion, which passed. Mrs. McPike also provided a recap of the August Partner meeting to the board.

Mr. Clark presented the financial reports. Mr. Wood recommended adopting an investment policy. This will be placed on a future agenda. Mr. Scott asked about the funding for Douglas County institutions. Mr. Conboy explained the Restricted Giving program.

Mrs. Craig gave an update on the signage committee’s meeting with TranSystems, who will be completing a signage plan for Freedom’s Frontier.

Mrs. Banwart gave an update on the October Awards Luncheon which will be held at Fort Scott, Kansas, on October 10. Dr. Jeremy Neely will be the keynote speaker and the first Billings MVP Award and Tacha Freedom Award will be given.

Mrs. McPike noted the direct and indirect impacts of the Interpretive Grant program. Mr. Ford talked about his grant-funded work through Scout Pictures.

Mr. Tempel moved that the bylaws be changed to reflect a maximum board size of 32. Mrs. Craig offered an amendment that 1/3 of the board be considered a quorum. Mr. Temple accepted the amendment. Stroup seconded the amendment, which passed.

The meeting was adjourned.
Minutes from Board of Trustees Meeting  
Wednesday, December 11, 2013  
Riley County Historical Museum  
Manhattan, KS

The meeting was called to order by John Dillingham, Chair. Present were Banwart, Barker, Benton, Clark, Craig, Dillingham, Dunfield, English, Ford, Gibson, Glenn, Nevius, Stroup, Tempel, and Wagnon and Fred Conboy, Julie McPike and Sonia Smith. Absent were Arter, Breidenthal, Collins, Glasscock, Kemper, Lampe, Scott, Smith, Tacha, and Wood. Hosts present were Cheryl Collins and Allana Parker, Riley County Historical Society.

Mr. Conboy introduced Mrs. Collins and Mrs. Parker. Mrs. Collins welcomed the board to the museum, gave a brief history of Riley County and invited the board for a tour of the Goodnow house following the meeting. Mr. Dillingham thanked Mrs. Collins for hosting the meeting and for her work with the historical society and Freedom’s Frontier.

Mrs. Stroup moved to approve the June 2013 minutes. Mr. Gibson seconded the motion, which passed.

Mr. Dillingham reported that a committee appointed by the Chairman met with the Executive Director on November 6 for the required annual review of DMI’s performance of its management contract. Major changes in the relationship between Freedom’s Frontier and DMI in the new contract signed in June 2013 were discussed in detail. The following areas of concern were discussed: fundraising, staff assistance and relationships, board activity, board recruitment, the role of the board vis-à-vis staff, and allocation of time and resources. Mr. Conboy noted that the meeting was very constructive, welcomed input from the board and thanked Mr. Dillingham for his guidance.

Mr. Dillingham recognized Mr. Dunfield for his service on the board and presented him with a certificate of appreciation. Mr. Dunfield was instrumental in the process of establishing the national heritage area and helping to create a structure within Lawrence to assist with the management of Freedom’s Frontier. Mr. Dunfield served on the board since its inception and was a crucial leader in the heritage area movement since its inception.

Mr. Dillingham also recognized Mr. Clark for his service on the board and presented him with a certificate of appreciation. Mr. Clark demonstrated longstanding dedication to the board as a member of the executive committee. Mr. Clark served on the board since its inception and played a significant role in ensuring that the business and financial obligations of the heritage area are fulfilled with integrity.

Mrs. Craig recognized Mr. Dillingham for his service as board chair and presented him with a plaque. Mr. Dillingham has demonstrated a passion for the history of the region, which has fueled his tireless
efforts to win friends and funds for Freedom’s Frontier. Mr. Dillingham will remain on the Board of Trustees as an Executive Committee Member-At-Large.

Mrs. Craig recognized Mr. Nevius as a new board member. Mr. Nevius introduced himself to the board.

Mrs. Craig, as incoming board chair, challenged the board to attend all board meetings and to serve on board committees. She asked that members attend a board training session on Saturday, February 8, at the Carnegie Building in Lawrence, Kansas, from 9:00 a.m. to 2:00 p.m.

Mr. Conboy announced that Gen. Scott recently underwent bypass surgery. Mr. Conboy also noted that he will be attending the Alliance of National Heritage Areas annual conference in Washington, D.C., on February 4 in addition to meeting with staff of the Freedom’s Frontier Congressional Delegation. He urged the board to contact their Congresspersons and tell them about the impact of Freedom’s Frontier in their region. Mrs. Craig requested that staff send the bill number and title of the Tonko-Dent program legislation for the board’s use in contacting their Representatives and Senators.

Mrs. McPike gave an update on the Continuing Resolution and its impact on the Heritage Partnership Program line item, the workplan, and tomorrow’s Partner Meeting and Workshop Series on Volunteers.

Mrs. Collins reported on the value of Freedom’s Frontier from a partner’s perspective. She noted that the connections established through participation in Freedom’s Frontier have been particularly valuable. She also noted that Freedom’s Frontier is a catalyst for working locally to develop a more robust story for visitors to experience.

Mr. Tempel proposed a preservation award as a tribute to Ike Skelton. The board discussed various possibilities and implications involved with such an award.

Mr. Clark presented the financial reports.

Mr. Conboy noted that there is an open position on the Executive Committee. The board agreed by consensus to defer to the new board chair on the decision about when to fill that position.

Mrs. Craig and Ms. Smith gave a report on the signage plan. The plan is scheduled to be completed in late April. Mr. Tempel discussed a similar project that Lafayette County is working on with the Missouri Department of Transportation and a model for a digital audio tour that is being produced by the University of Missouri. Mr. Nevius noted that the Civil War Trusts battlefield apps provide a good model, as well.

Mr. Conboy thanked Mrs. Banwart for her work on the October Awards Luncheon. Mrs. Banwart reviewed the event for the board.
Ms. Smith gave an updated on Interpretive Grants. She noted that staff will be performing an end-of-the-year audit of all open grants.

Mrs. Craig noted that the with Mr. Dunfield's departure from the board, Freedom's Frontier needs to appoint a representative to the Destination Management, Inc. board.

The next board meeting is tentatively scheduled for March 4.

Ms. Smith reminded the board to let staff know if they speak about Freedom's Frontier to any groups. Mrs. Craig urged board members to record their time and submit it to staff. Mr. Glenn distributed 2014 Kansas: As Talented As You Think calendars to the board. These calendars include Freedom's Frontier's logo, thanks to the efforts of Mr. Glenn.

The meeting was adjourned.

Respectfully submitted,

Bill Tempel
Secretary