Freedom's Frontier
NATIONAL HERITAGE AREA

Minutes from Board of Trustees Meeting
Wednesday, January 20, 2010
Grinter Place State Historic Site
Kansas City, KS

The meeting was called to order by Deanell Tacha, Chair. Present were Tacha, Arter, Benton, Breidenthal, Clark, Craig, Dillingham, Dunfield, English, Ford, Gibson, Jones, Northern, Ramsey, Stroup, Tempel, Wood and Judy Billings and Julie McPike. Absent were Balderson, Cohen, Kemper, Maag, McCoy, and Wagnon.

Joe Brentano, site administrator at Grinter Place State Historic Site welcomed the Board and gave a brief history about the site. Tacha welcomed new board members and attendees introduced themselves.

Benton moved to approve the minutes of the December meeting. The motion was seconded by Tempel and approved.

Jones discussed the financial report and gave an overview of the projected budget. Billings and Jones explained many specific items, including the special projects (restricted), the State Appropriations/grants, the Website development/communications, the Directional Signage, the Map & Tour Project, and the Interpretive Grants Program. Craig and Wood suggested splitting the Website development/communications line item, reflecting the development portion as a programmatic expense and hosting costs as administrative expense. Jones moved to approve the financial report and the budget reflecting the suggested change in the Website development/communications line item and showing the Administrative Expenses as a percentage of the total budget. The motion was seconded by Craig and approved.

Tacha reviewed the current subcommittees list and requested that new members contact her with their subcommittee preferences. She highlighted the importance of the Fundraising committee and requested that the committee put together a plan to address public, private, and foundation support. Craig and Wood volunteered for the Fundraising committee. The name of the Development committee will be changed to Governmental Relations committee to avoid confusion.

Clark, Chair of the Administrative and Planning committee, reviewed new policies for the board. The policies include Whistle Blower/Employee Protection, Conflict of Interest, Audit, and Values Statement. The board discussed the scope of the Conflict of Interest policy. The board discussed the need for a full annual audit. Billings reported that an official audit is not required by the federal government until $500,000 of federal money is received in a fiscal year. Craig recommended a less formal accounting review. Gibson suggested including statements in the Audit policy to reflect that the Audit committee have primary fiduciary responsibility and the power to obtain and terminate audit services. Gibson

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moved to approve the Whistle Blower/Employee Protection policy, the Conflict of Interest policy, and the Audit policy as amended. The motion was seconded by Breidenthal and approved.

The Values Statement was tabled to the next meeting. Clark requested that board members email him suggestions. Jones suggested circulating the Values Statement to a wider group for input before the Board adopts it as policy. Board members signed the Conflict of Interest policy. Signed copies will be scanned and emailed to each board member.

Dillingham, Chair of the Nominating committee, reported on the committee's outstanding requests for Board members. Three nominees for the board are still yet to be contacted or are considering their nomination. Board members were reminded that terms expire on a calendar year basis with the Advisory Committee defining the terms of service for Partnership Liaison Board Members.

In old business, Billings reported that the trademark of the logo and intellectual property application is in process. The management plan has been sent to the National Office of National Heritage Areas for approval, followed by the Secretary of Interior's office. The Cooperative Agreement with the National Park Service has been signed.

Billings reported that Destination Management, Inc. is working on a draft of an agreement to manage Freedom's Frontier based on the decision at the August board meeting to accept the DMI proposal. It will closely follow the Cooperative Agreement signed between FFNHA and NPS and is on the agenda for the next DMI Board meeting.

Tacha reported that Freedom's Frontier has a partnership with the Symphony in the Flint Hills to focus the 2011 event on bringing awareness to Freedom's Frontier.

Ramsey reported on the January Interpretation Workshop for partners. She noted the that 29 of the 60 attendees were first time attendees and commented on the great benefit that future workshops will have for bringing new partners to the table and providing partners with tools to take home to improve their visitor experience.

The date for the next formal board meeting is February 23 at 3:00pm, in Harrisonville, MO…specific location to be determined.

Meeting was adjourned.

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