

**STATE OF TEXAS
COUNTY OF TARRANT
CITY OF GRAPEVINE**

The Grapevine Heritage Foundation Board of Directors met at 4:00 p.m. on Wednesday, November 14, 2012 in the Grapevine Convention & Visitors Bureau, 2nd Floor Boardroom, 636 South Main Street, Grapevine, Texas.

Curtis Ratliff	Chairman
Melva Stanfield	Vice-Chairman
Pat Stinson	Secretary
Balla Wright	Treasurer
Mike Lease	Council Liaison
Sue Franks	Member
Rick Lawlis	Member
Don Vaughn	Member

The above constituting a quorum with member(s) Jacob Miles and Janet Perkins absent.

With the following city staff present:

Michael Woody	Assistant Executive Director
David Klempin	Historic Preservation Officer
Jim Lauderdale	Nash Farm Manager
Mary Bush	Administrative

I. CALL TO ORDER

The meeting was called to order by Chairman Curtis Ratliff at 4:04 p.m.

II. CITIZEN COMMENTS

Italian Car Club of the Southwest Officers Bob Dezzany, Vice-President and Charles Mackres, Treasurer presented Nash Farm Committee Chairman Melva Stanfield with a donation to the Grapevine Heritage Foundation. They expressed their appreciation and gratitude for the use of the Nash Farm for their annual Italian CarFest. Chairman Stanfield thanked Bob and Charles for their support and invited the car club to come again to the Farm. Bob thanked the City of Grapevine and P.W, McCallum for their support of the Italian Car Club; the club would like to return in 2013 as they celebrate their 10th Anniversary

III. APPROVAL OF THE SEPTEMBER 19, 2012 MINUTES

Balla Wright moved to approve the September 19, 2012 minutes as written.
Melva Stanfield seconded the motion, which prevailed in the following vote of:

Ayes: All (Ratliff, Stanfield, Lawlis, Lease, Franks, O'Dell, Stinson, Vaughn and Wright)
Nays: None (Board Members Miles and Perkins were not present for the vote)

IV. OLD BUSINESS

Pat Stinson thanked Rick Lawlis, Don Vaughn and Sue Franks for covering the membership promotion table at the Fall Round-Up! event. Sue Franks commented on Pat's success for obtaining email addresses from attendees with the chance of winning a free t-shirt. (The entry form asks for email addresses and permission to enter in the foundation's database for notification of upcoming events in Grapevine.) Pat told the board the Membership Development Committee would send out a letter in December to thank members, share upcoming plans and as a reminder to renew their membership. Chairman Ratliff said he had several comments on the updating of the newsletter. Pat asked for the newsletter to contain information on the upcoming Victorian Christmas event.

(Sue Franks left the meeting for an appointment.)

David Klempin reported the Candlelight Tour of Homes had 344 attendees; this was 100 tickets over the previous year's sales. The tour made a profit this year due to the sales of \$1,200 in advertising in the tour guidebook and keeping costs low on the guidebook's production. The tour was noted as being well organized by the 2012 Chairman for the Candlelight Tour of Homes, Vick Cox. The Senior Center shuttle bus was used with over 100 riders for the further distance homes; a special thank you was given to Janie Harris for volunteering to drive the bus. Chairman Ratliff applauded the committee and staff for the success of the 2012 tour.

Melva Stanfield updated the group on the Nash farm lawsuit as still holding with no settlement at this time. She said the Soil Conservation Office had been moved to the Farm and the restoration was in progress. They will continue to work on the inside of the barn and hold off on the fence until perhaps spring. Chairman Ratliff said they would move forward on items under Rule 11.

Melva announced the Farm had been contacted by the attorney distributing the estate of a former employee and volunteer, Gretchen Voight. Gretchen had bequest any remaining monies, after the estate is settled, to be donated to the Nash Farm and the Foundation. Melva suggested the estate monies be used as an endowment to support educational programs, maintenance or repairs.

Jim Lauderdale reported on the Bewitched by the Barn program of the Tarrant Area Guild of Storytellers with 150 guests and aided by three members from the Dirty Dozen group. The Fall Round-Up! gross income of \$7,329 and \$6,655 in expenses yielded a net profit of \$673; this was the first time for the event to show a profit. The increased income came from the AMBUC's food raising \$1,921 and the first time to charge (cost of \$1 per pumpkin) for the pumpkins brought in \$1,160. The attendance numbers were down. A special thank you was noted for the volunteers from the AMBUCS, National Charity League, Russell Kidd and the Grapevine High School Football Team, National Honor Society, two 4-H groups, PAWS for Pets and the tractor drivers.

(Duff O'Dell left the meeting for an appointment.)

Staff reported on the Nash Farmhouse having been leveled and the doors and windows weather stripped with copper noting a significant drop in the utility bills. The restoration of the Soil Conservation Office is underway with the exterior wrapped with Tyvek and with work beginning on the door and window frames. A crew will begin clearing the old composition shingles to make way for treated wood shingles as used on the Farmhouse.

V. NEW BUSINESS

Staff presented the proposed 2013 budget for the Grapevine Heritage Foundation. The proposed revenue incomes and expenses were discussed. Nash Farm is budgeted for the largest expenditures as educational activities are developed. David Klempin said the proposed budget was based on last year's activities. Melva Stanfield and Mike Lease asked for a report on last year's "budget versus the actual expenses incurred". Nash Farm had \$12,000 budgeted for a "casual employee" to address administrative duties and help with tours for the interpretive programming. There was an increase in projected operation expenses as the house and barn are refurbished and fencing is added; these monies will come from previous festivals and events. Chairman Ratliff agreed with Melva, the actual numbers were needed to understand and have the knowledge needed to answer questions from the public and donors; Balla Wright said the best answer is funds come from using volunteers, donors and festivals. Melva told all the Foundation was most fortunate to have the city side of the "115" section of the ledger to pay staff salaries, for the National Trust Conference fees and educational activities.

Don Vaughn moved to approve the 2013 budget as proposed.
Pat Stinson seconded the motion, which prevailed in the following vote of:

Ayes: All (Ratliff, Stanfield, Lawlis, Lease, Stinson, Vaughn and Wright)
Nays: None
(Board Members Franks, Miles, O'Dell and Perkins were not present for the vote.)

VI. DISTRIBUTION OF LIAISON REPORTS

There were no liaison reports.

VII. INTRODUCTION

Michael Woody was introduced as a new Grapevine Convention & Visitors Bureau (CVB) Assistant Executive Director. Michael came with a lot of experience from American Airlines and was previously here with the CVB.

Michael updated the Foundation's Board of Directors on the upcoming holiday festivities in *Grapevine*, the *Christmas Capital of Texas*. Monday will be the kick-off for the holiday season at the Torian Cabin as Mayor Tate will pardon Tom T. Turkey from the Thanksgiving dinner table. This would be the first day children were out of school for the Thanksgiving break, Santa would arrive in Liberty Park at 10:30 a.m. and a special concert was planned featuring "Bean", a singing act with crowd participation. He told all the media interviews for the *Christmas Capital of Texas* would begin at 5:10 a.m. on this morning.

VIII. ADJOURNMENT

Melva Stanfield put forth the motion to adjourn the meeting.
Balla Wright seconded that motion which prevailed in a vote of:

Ayes: All (Ratliff, Stanfield, Lawlis, Lease, Stinson, Vaughn and Wright)
Nays: None
(Board Members Franks, Miles, O'Dell and Perkins were not present for the vote.)