

Historic Carter House Society Inc.
Meeting Minutes
July 26, 2011

Melanie Irwin, President, called to order the meeting of Historic Carter House Society, Inc. (HCHS) held on July 26, 2011, 2:00 PM at 30325 Carter Cemetery Road, Springfield, LA.

Attendance: Vicky Robinson, Melanie Irwin, Beverly Burgess, Sharon Lietzke, Walter Zehner; absent: Carolyn Trevathan.
Quorum met.

Old Business

1. Motion passed to approve Meeting Minutes from July 13, 2011
2. Still waiting to get letter from IRS granting 501c3 status. Sharon to confirm check has been cleared and contact IRS.
3. Motion passed to approve the updated fee schedule.
4. Upstairs A/C has been repaired, bill paid by CDD.
5. Upcoming Carter House use – Contact with Civil War reenactment representative, Denise Martin, has been made and an item will be added on the reenactment schedule for a tour of the Carter House on the schedule from 4:00 – 6:00 PM on Saturday, September 17, 2011. Denise suggested that collection at the CW reenactment gate can include the Carter House tour. Denise will notify HCHS with a number of volunteers that will attend the tea and gentlemen's social. If not enough volunteers register than the tea and social will be opened up to businesses and politicians in Springfield.

New Business

6. Recent checking account activity was discussed.
 - a. Upcoming bills – Structural Engineer cap at \$500; Pest Control/termite contract in August.
7. Carter House facility use
 - a. Walter Zehner, Structural Engineer inspection is complete and report will be sent in US mail. Overall, the Carter House is sound and there is no reason we cannot move forward with restoring and preserving the house.
 - b. Sharon to email Walter HCHS mailing address for report and bill.
8. Cooperative Endeavor Agreement – review of the proposed endeavor agreement took much longer than expected. Vickie and Sharon will update recommendation list before next HCHS meeting. Goal is to have the recommended changes in CDD attorney hands before next CDD meeting with enough time for CDD legal to review and make changes. There is a concern about signing the Coop Endeavor Agreement before we have 501c3 status from IRS.
 - a. Motion passed for Sharon and Beverly to sign agreement after both parties agree on all terms.
 - b. Sharon will send insurance section to insurance representative for feedback and explanation of section 6.
9. Grants – on hold until Cooperative Endeavor Agreement and charity status (501c3) is granted.
10. Sharon will contact new representative from LSU architecture department once structural engineer report is received. Beverly will be available to meet with representatives.

Other:

11. Next HCHS Meeting – August 11, 2:00 PM.
12. Next Livingston Parish Tourism Board meeting will be August 16. Tourism board requested our attendance.
13. Next CDD meeting?