



**MINUTES: Board of Trustees Meeting**  
**Wednesday, February 7, 2018; 1:00 pm - 3:00 pm**  
**Brown v. Board of Education National Historic Site**  
**Topeka, Kansas**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Buhr, Ms. Caskey, Ms. Craig, Mr. Crow, Ms. English, Mr. Morgan, Mr. Glasscock, Mr. Glenn, Ms. Hunkeler, Mr. Nevius, Mr. Patterson, Mr. Pfautsch, Mr. Rankin, Gen. Scott, Mr. Smith, Mr. Wagnon, Mr. Wood, Ms. Woodall, and Mr. Wulf.

Absent were Ms. Barnes, Mr. Ford, Mr. Harris, Mr. Tempel, and Ms. Thellman.

Staff members attending included Ms. McPike, Mr. Newhard, Mr. Ogle, Mr. Pickert, Ms. Ray, Ms. Smith, and Mr. Szlauderbach.

Mr. Benton called the meeting to order and began with a moment of silence in remembrance of Henry Fortunato.

Ms. Sherda Williams welcomed the board to the national historic site. Attendees introduced themselves.

**Approval of Minutes:** Mr. Morgan moved to approve the December 2017 minutes. Mr. Nevius seconded the motion, which passed.

**Financial Report:** Mr. Wulf gave the financial report. Mr. Morgan moved approval of the report. Mr. Wood seconded the motion, which passed.

Mr. Ogle presented the 2018 budget. Attendees discussed specific line items. Mr. Wagnon moved approval of the budget. Mr. Wood seconded the motion, which passed.

**Board Chair Report:** Mr. Benton noted that he had appointed Mr. Glenn and Ms. Tacha as Freedom's Frontier representatives to the DMI board. He encouraged attendees to complete the committee sign-up sheets.

**Fundraising/Resource Development Committee:** Mr. Wood presented the gift acceptance policy and moved approval on behalf of the committee. The motion passed. He noted that there would be a form for board donation at the April meeting.

**Marketing & Outreach Committee:** Mr. Pfautsch presented the annual report.

**Staff Reports:** Mr. Ogle noted efforts to gain co-sponsors of H.R. 1002, Heritage Area Program legislation. He recognized Mr. Newhard as his last day with Freedom's Frontier is February 28. The board thanked him for his work and wished him well as he prepares for his dissertation defense.



**New Business:**

***Signage Task Force:*** Mr. Ogle asked for authorization to appoint a signage task force to consider the direction the organization wishes to take with regard to the signage project. The board discussed options and priorities and agreed to appoint a signage task force.

***Conflict of Interest and Whistleblower Policy:*** Mr. Ogle reminded attendees to sign their conflict of interest forms and whistleblower policy forms.

Mr. Glenn proposed honoring Mr. Fortunato at the April meeting with a walk along a trail he worked to mark.

The meeting adjourned.

Respectfully submitted,  
Julie McPike for Deborah Barker, Board Secretary

**MINUTES: Board of Trustees Meeting**  
**Wednesday, April 4, 2018; 1:00 pm - 3:00 pm**  
**Carnegie Building**  
**Lawrence, Kansas**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Barnes, Ms. Buhr, Ms. Caskey, Ms. English, Mr. Ford, Mr. Glasscock, Mr. Glenn, Ms. Hunkeler, Mr. Patterson, Mr. Pfautsch, Gen. Scott, Mr. Smith, Ms. Thellman, Mr. Wagnon, Mr. Wood, Ms. Woodall, and Mr. Wulf.

Absent were Ms. Craig, Mr. Crow, Mr. Harris, Mr. Morgan, Mr. Nevius, Mr. Rankin, and Mr. Tempel.

Staff members attending included Ms. McPike, Mr. Ogle, Mr. Pickert, Ms. Ray, Ms. Smith, and Mr. Szlauderbach.

Mr. Benton called the meeting to order.

**Approval of Minutes:** Mr. Pfautsch moved to approve the February 2018 minutes. Ms. Barker seconded the motion, which passed.

**Financial Report:** Mr. Wulf gave the financial report. Gen. Scott moved approval of the report. Mr. Wood seconded the motion, which passed.

**Board Chair Report:** Mr. Benton reviewed the committee list with attendees.

**Fundraising/Resource Development Committee:** Mr. Wood disbursed the board donation appeal. He outlined the friends stewardship process for the attendees. The committee will review this process in an upcoming meeting.

**Marketing & Outreach Committee:** Mr. Pfautsch recapped the brainstorming session on elevator speeches which took place immediately prior to the board meeting and outlined the process the committee will take to move forward on that effort.

**Staff Reports:** Mr. Ogle highlighted the Alliance of National Heritage Area's "Heart and Soul" advocacy piece, the Boy Scout merit badge fair, and the Omnibus Appropriations. Ms. Barnes commended staff on the recent Interpreting Women's History workshop.

**Old Business:**

**Signage Task Force:** Mr. Ford summarized the work of the task force and moved on behalf of the committee the adoption of three recommendations, as follow:

1. FFNHA continues to contract with Doug Pickert to complete the boundary signage in Kansas. We would pay for \$5,000 to Doug for his work on this one area plus a payment to



the state for fabricating and installing the signs of about \$16,000. After the signs have been in one year, we would pay the state about \$2,000/year for the state to maintain and replace any signs along the way. All of this money would come from our operating funds as part of our allocation from the National Park Service. While we are open to donations or grants that would assist us in this payment, staff have not identified a source for those donations or grants.

2. FFNHA should not expand its boundary signage program to include signs along highly-traveled state-maintained highways in Missouri and Kansas. The reason for this recommendation is because the staff does not have a source of funds for the signs. The states have not indicated to us that it would support such signage inside the heritage area.
3. The task force recommends that Doug Pickert create a “toolkit” for local wayfinding signage. Such a “toolkit” would give local authorities and individuals a guide to implementing wayfinding signs for their FFNHA sites in the local jurisdiction. FFNHA would pay Doug Pickert \$7,500 to develop the kit and to serve as an information, but not a design, resource for local communities through the end of the year. The \$7,500 would come from FFNHA NPS funds.

Attendees discussed the progress of signage work and the recommendations. The motion passed.

Attendees reviewed and discussed the results of the March Partner Meeting work session on visitor audiences.

The meeting adjourned.

Respectfully submitted,  
Julie McPike for Deborah Barker, Board Secretary



**MINUTES: Board of Trustees Meeting**  
**Wednesday, June 13, 2018; 1:00 p.m.-3:00 p.m.**  
**Black Archives of Mid-America in Kansas City**  
**Kansas City, Missouri**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Barnes, Ms. Buhr, Ms. Caskey, Ms. English, Mr. Ford, Mr. Glasscock, Mr. Glenn, Ms. Hunkeler, Mr. Nevius, Mr. Patterson, Mr. Pfautsch, Gen. Scott, Mr. Smith, Mr. Tempel, Mr. Wagnon, Mr. Wulf, and Ms. Woodall. Mr. Wood called into the meeting.

Absent were Ms. Craig, Mr. Crow, Mr. Harris, Mr. Morgan, Mr. Rankin, and Ms. Thellman.

Staff members attending included Mr. Ogle, Mr. Pickert, Ms. Ray, and Ms. Smith.

Kansas City resident Mr. Marvin Robinson attended the meeting.

Mr. Benton called the meeting to order.

Ms. Geri Sanders, the Archivist at the Black Archives welcomed the group to the archives, and gave a brief history of the building and archives. Portions of the building were constructed in 1906 and 1912. The building was a maintenance facility for The Parade Park, and is a Jackson County Park + Recreation building. The Black Archives acquired the building in 1974.

Collections include more than 400 of Alvin Ailey's notebooks. Though a tour was originally scheduled for the Freedom's Frontier Board of Trustees, Ms. Sanders said that would not be possible today. The new exhibition, *For All the World to See*, a National Endowment for the Humanities exhibit is being installed. It opens on Saturday, June 16, and will run through Saturday, August 11. She invited the trustees to come to the opening, or to take a tour of the archives at their convenience on another day.

Mr. Ogle introduced Mr. Robinson to the board. He recognized Marvin for being a faithful partner to Freedom's Frontier, and for his efforts to keep the Quindaro Townsite from becoming a landfill, and to further the efforts to elevate Quindaro to National Historic Landmark.

Mr. Robinson acknowledged the efforts of the trustees to preserve Quindaro, and thanked them.

**Approval of Minutes:** Ms. Hunkeler moved to approve the April 2018 minutes. Mr. Glasscock seconded the motion, which passed.

**Financial Report:** Mr. Wulf gave the financial report. Mr. Glasscock moved approval of the report. Mr. Nevius seconded the motion, which passed.



**Board Chair Report:** Mr. Benton reviewed the committee list with attendees.

**Fundraising/Resource Development Committee:** Mr. Wood, speaking to the group by phone, commented on the written report of the friends stewardship process for the attendees. Mr. Ogle spoke briefly about the contact management system already in use by staff that would allow for sending emails to prospective donors. The committee will review this process in an upcoming meeting.

**Marketing & Outreach Committee:** Mr. Pfautsch estimated that the elevator speech drafts, and more information on next steps for the marketing efforts should be ready for board review in 30-45 days. Mr. Wood commented that there will be an overview in an upcoming meeting of how the development and marketing efforts will work together.

**Staff Reports:** Mr. Ogle reminded the trustees that Ms. McPike and Mr. Slauderbach are in Washington D.C., on business of the Alliance of National Heritage Areas (ANHA), of which Ms. McPike is a board officer. Mr. Szlauderbach is employed by both Freedom's Frontier, and the ANHA.

Mr. Ogle also said that representatives from National Heritage Areas would join Freedom's Frontier at the Carnegie Building on Monday and Tuesday, June 25-26, for a Midwest Heritage Area Sustainability Workshop.

He encouraged the trustees to take advantage of the upcoming American Association for State and Local History (AASLH) annual conference to participate as volunteers at the Freedom's Frontier booth, or by attending sessions. Freedom's Frontier is one of the major sponsors of this event. He will provide more information in July. The AASLH conference is September 26-29. At least eight of the twelve tours during the conference are tied to the heritage area and partners.

The next partnership meeting will be Thursday, July 12, at the Banner Creek Science center and Observatory in Holton, Kansas. Mr. Ogle said that on the agenda is a discussion of working together to create touring exhibitions to share. He said partners have conveyed that they are always happy to see trustees at the partner meetings, and encouraged the board members to attend.

Over the next few weeks, Mr. Ogle will work with staff to introduce some new elements to the weekly *Monday Minute* emailed newsletter. Articles will focus on new partners, VIPs (Very Important Partners), and recognizing volunteers at partner sites.

There was a brief discussion about the Quantrill Symposium scheduled for August 2019 in Lawrence, Kansas. Two book title suggestions mentioned as resources about Quantrill are *Quantrill's Thieves*, by Joseph K. Hauts, Jr., and *Inside War*, by Michael Fellman.

In his staff report, Mr. Pickert quickly reviewed the printed report of the toolkit for wayfinding signage. Suggestions for improving the toolkit included adding information about the economic



benefits from driving tourism to historic sites, and case studies that would help in estimating signage costs.

Ms. Ray's staff report focused on summer youth camps, which began on Monday, June 4. Camps are visiting sites that have not had an opportunity to participate in this program before, and that may have lower attendance than other partner sites. Two organizations are working with the Youth Camps program for the first time this year; in addition to Boys and Girls Clubs, the Front Porch Alliance, and the Juneteenth Organization also are participating. She shared examples of the camp journals that participants complete. Around 200 children will participate in camps this summer.

Ms. McPike submitted a written report on the marketing profiles of visitor audiences that staff, partners, and trustees have been working to create and prioritize. There will be more about these efforts at a future meeting.

#### **New Business:**

Mr. Wagon asked that trustees assist with recruiting at least six new board members. Numbers are down three from last year, and three more will rotate off the board at the end of this year.

Mr. Ogle mentioned that the Bylaws Committee, chaired by Ms. Craig, would have proposed changes for the full board's review soon.

The meeting adjourned at 2:26 p.m.

Respectfully submitted,  
Sonia Smith for Deborah Barker, Board Secretary

**MINUTES: Board of Trustees Meeting**  
**Wednesday, August 8, 2018; 1:00 pm - 3:00 pm**  
**Carnegie Building**  
**Lawrence, Kansas**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Barnes, Ms. Caskey, Ms. Craig, Ms. English, Mr. Ford, Mr. Glasscock, Mr. Glenn, Mr. Harris, Mr. Nevius, Mr. Patterson, Mr. Pfautsch, Mr. Rankin, Gen. Scott, Mr. Smith, Mr. Wagnon, Ms. Woodall, and Mr. Wulf.

Absent were Ms. Buhr, Mr. Crow, Ms. Hunkeler, Mr. Morgan, Mr. Tempel, Ms. Thellman, and Mr. Wood.

Staff members attending included Ms. McPike, Mr. Ogle, Ms. Ray, Ms. Smith, and Mr. Szlauderbach.

**Approval of Minutes:** Mr. Pfautsch moved to approve the June 2018 minutes. Mr. Glasscock seconded the motion, which passed.

**Financial Report:** Mr. Wulf gave the financial report. Mr. Ogle discussed the audit. Ms. Craig moved to approve an expenditure for the audit. Mr. Nevius seconded the motion, which passed.

**Bylaws Committee:** Ms. Craig gave an update for the bylaws committee, reviewing the term lengths and officer term limit. Attendees discussed amending term lengths and limits to balance the need for continuity and the need for new voices.

**Marketing & Outreach Committee:** Mr. Pfautsch noted the next meeting will be at 10:30 on August 14. He added that the committee will be discussing a comprehensive approach to marketing and will bring a recommendation to the full board at the October meeting.

**Board Development Committee:** Mr. Wagnon gave an update for the committee. There is the potential to bring on as many as eight new members. Mr. Glasscock and Ms. English will end their board service at the end of the year due to term limits. The board discussed characteristics of potential members. Mr. Wagnon reminded board members to let him know of potential candidates for the board.

**Staff Reports:** Mr. Ogle highlighted new partners and hosts for the timeline exhibit. Ms. Ray reviewed camp successes. Ms. McPike reviewed our work with Quindaro partners. Mr. Ogle recapped the AASLH scholarships and previewed the September 13 partner meeting.

**New Business:** Mr. Ogle outlined a process for creating new traveling exhibits in partnership with KU Museum Studies and grants. Ms. Craig moved approval of the proposal. Mr. Wagnon seconded





the motion, which passed. The board discussed criteria, process and other issues that may arise as a result of the proposal.

Mr. Benton adjourned the meeting.

Respectfully submitted,  
Julie McPike for Deborah Barker, Board Secretary



**MINUTES: Board of Trustees Meeting**  
**Wednesday, October 3, 2018; 1:00 pm - 3:00 pm**  
**Atchison Event Center**  
**Atchison, Kansas**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Buhr, Ms. Caskey, Ms. Craig, Ms. English, Mr. Ford, Mr. Glenn, Mr. Harris, Ms. Hunkeler, Mr. Nevius, Mr. Patterson, Mr. Pfautsch, Gen. Scott, Mr. Smith, Mr. Wagnon, Mr. Wood, and Ms. Woodall.

Attending via phone were Mr. Morgan, Mr. Rankin, Ms. Thellman,

Absent were Ms. Barnes, Mr. Crow, Mr. Glasscock, Mr. Tempel, and Mr. Wulf.

Staff members attending included Ms. McPike, Mr. Ogle, Ms. Ray, Ms. Smith, and Mr. Szlauderbach. Also attending were Ms. Maria Miller and Mr. Travis Grossman.

**Welcome:** Ms. Miller and Mr. Grossman welcomed attendees to Atchison.

**Approval of Minutes:** Mr. Wagnon moved to approve the August 2018 minutes. Mr. Pfautsch seconded the motion, which passed.

**Financial Report:** Mr. Ogle presented the financial reports. Attendees discussed the Money Market and Sweep accounts.

Mr. Ogle presented the 990 to the board. Mr. Glenn moved to accept and file the 990. Mr. Wood seconded the motion, which passed.

Mr. Ogle asked if there were any comments on the audit. Attendees discussed whether or not a full audit would be needed every year. Mr. Ogle reported that our auditors are discussing the issue with the NPS. Mr. Glenn moved that the finance committee review the audit and present comments and recommendations at the next meeting. Mr. Nevius seconded the motion, which passed.

**Bylaws Committee:** Ms. Craig noted that the committee has no report at this time.

**Marketing & Outreach Committee:** Mr. Pfautsch reviewed the RFP for marketing services and discussed the process for distributing it. Attendees discussed priorities, which are delineated in the RFP. Other recommendations included the following:

- Ask for pricing for each priority in addition to an overall cost.
- Give respondents leeway to take a hard look at the whole entity

Mr. Pfautsch moved approval of the RFP on behalf of the committee. The motion passed.



**Board Development Committee:** Mr. Wagnon gave an update for the committee. Mr. Wagnon moved on behalf of the committee to nominate Mary Hunkeler, Nancy Thellman, and Walter Wulf to another term and to nominate John McGee and Kristen Zane to the board. The motion passed.

The board discussed additional potential members.

**Resource Development Committee:** Mr. Wood reported that the committee has been working with the Marketing & Outreach Committee on a presentation. He reported that all but six board members have made donations to the organization.

**Staff Reports:** Mr. Ogle and Ms. McPike discussed the recent American Association for State and Local History conference in Kansas City. Mr. Ogle discussed the Quindaro National Historic Landmark nomination. Ms. McPike outlined the process moving forward, while Mr. Ogle highlighted other potential sites that might qualify for NHL status. Mr. Ogle discussed the Stopping Stone dedication at the Harris Kearney House Museum.

Mr. Ogle and attendees also discussed the interest of additional counties that wish to be included in reauthorization legislation, Kansas boundary signage, and the podcast produced by Hall Center Fellow, An Sasala.

**Continued Business:** Mr. Ogle updated the board on the traveling exhibit process.

**New Business:** Mr. Wood shared with attendees that the Cass County Historical Society was gifted a building on the square and are working on developing it into a museum.

Mr. Benton adjourned the meeting. Several attendees toured Amelia Earhart sites in Atchison.

Respectfully submitted,  
Julie McPike for Deborah Barker, Board Secretary



**MINUTES: Board of Trustees Meeting**  
**Wednesday, December 12, 2018; 1:00 pm - 3:00 pm**  
**Park Distance Learning Center, Park University**  
**Parkville, Missouri**

The meeting was called to order by Mr. Benton, Chair. Present were Ms. Barker, Ms. Barnes, Ms. Buhr, Ms. Caskey, Ms. Craig, Ms. English, Mr. Ford, Mr. Glenn, Ms. Hunkeler, Mr. McGee, Ms. Moore, Mr. Morgan, Mr. Patterson, Mr. Pfautsch, Mr. Smith, Mr. Tempel, Mr. Totten, Ms. Tucker, Mr. Wagnon, Mr. Wood, Ms. Woodall, Mr. Wulf, and Ms. Zane.

Absent were Mr. Crow, Mr. Glasscock, Mr. Harris, Mr. Nevius, Mr. Rankin, Gen. Scott, and Ms. Thellman.

Staff members attending included Ms. McPike, Mr. Ogle, Ms. Ray, Ms. Smith, and Mr. Szlauderbach.

Also attending were Mr. Erik Bergrud, Ms. Carolyn Elwess, Mr. Ray Hill, and Mr. Alan Shirrell.

**Welcome:** Mr. Bergrund welcomed attendees to Park University. Ms. Elwess shared the history of the University and Parkville, Missouri.

**Introductions:** Mr. Ogle introduced new and prospective trustees and welcomed visitors. Trustees introduced themselves.

**Board Chair Report:** Mr. Benton requested that trustees present complete the Trustee Information Sheet, Committee Interest Sheet, Conflict of Interest form and Whistleblower Policy Acknowledgement.

Mr. Benton announced that he reappointed Ms. Deanell Tacha and Mr. Grant Glenn and representatives from the Freedom's Frontier Board of Trustees to the DMI Board.

**Approval of Minutes:** Ms. Barker moved to approve the October 2018 minutes. The motion passed.

**Financial Report:** Mr. Wulf reviewed the current 2018 Profit and Loss statement and 2018 Balance Sheet.

Mr. Wulf noted that the audit letter showed no deficiencies in current accounting practices and had no recommendations for such practices.

Mr. Wulf reviewed the 2019 proposed budget. Attendees discussed the proposed budget, including plans to hold a board retreat in 2019. Mr. Wulf moved approval of the budget. Mr. Morgan seconded the motion, which passed. Mr. Ford abstained from voting on the budget.



**Board Development Committee:** Mr. Wagon announced that Mr. Crow tendered his resignation from the board due to scheduling conflicts. Mr. Wagon also recognized Mr. Glasscock, Ms. English, and Mr. Rankin, who all have served their terms allowable under the bylaws.

Mr. Wagon moved on behalf of the committee to nominate Ms. Moore, Ms. Tucker, and Mr. Totten for a four-year term on the board. The motion passed.

Mr. Wagon also introduced Mr. Hill, who is considering board service.

**Bylaws Committee:** Ms. Craig recognized the committee, including Mr. Wagon, Mr. Rankin, Mr. Morgan, and Mr. Wood. Ms. Craig outlined proposed changes to the bylaws, noting these changes codify current practice and conditions. Major changes include:

- Outlining that the Vice Chair also serves as the Chair Elect.
- Changing terms of service to three terms of three years.
- Changing Executive Committee terms to two terms of one year.

Ms. Craig also noted that board members elected prior to the adoption of these changes still serve four-year terms. She also noted that the bylaws stated that changes must be received seven days in advance of the adoption and these changes were not received within that timeframe. Mr. Morgan suggested to wait until the February meeting to approve the changes.

Mr. McGee asked if the bylaws require an annual audit. Mr. Ogle noted that the bylaws do not but the NPS does.

**Marketing & Outreach Committee:** Mr. Pfautsch noted that the RFP for marketing services was distributed with no responses. The RFP will be reissued with a new deadline of January 31.

He added that the production is underway for the Annual Report. This report will focus on educating potential supporters about the organizations as we prepare for reauthorization.

Mr. Pfautsch also noted that the slideshow presentation for use by board members is in its final stages.

**Resource Development Committee:** Mr. Wood presented the 2021 Club concept to educate people about reauthorization and raise funds to support reauthorization efforts. Board members discussed the audience for this effort. Ms. Hunkeler proposed that materials for this effort include multiple giving amount options. Mr. Wood moved approval of the 2021 effort on behalf of the committee. The motion passed.

Mr. Wood also presented the proposed membership program. Mr. Ogle described the program. Ms. Craig asked about the time it will involve from staff. Ms. McPike discussed time spent creating a draft of the program benefits. Mr. Ogle noted that as the effort grows, it will take additional staff time. Mr. Pfautsch asked about the time investment from partner sites. Ms. McPike noted that the



program will be built in order to benefit partners, as well as the organization. Mr. Wood moved approval on behalf of the committee. The motion passed.

**Staff Reports:** Mr. Ogle discussed reauthorization efforts. He outlined two pathways to reauthorization and the effort necessary to achieve reauthorization. He encouraged trustees to join the Reauthorization Committee and to join staff at Destination Statehouse in Topeka on February 6, and Capitol Days for Tourism in Jefferson City on February 20.

Mr. Ogle also outlined recent partnerships with MidAmerica Nazarene University to develop a Border War educational game, with KU Museum Studies Program and the Watkins Museum of History to develop a shared fellowship, and with Brown v. Board of Education on their 65<sup>th</sup> Anniversary commemoration. He also outlined recent developments in the Quindaro legislation and Kansas highway signage.

**Board Member Recognition:** Mr. Benton recognized board members who are retiring from the board at the end of the year due to term limits. These members include Jan English, Kent Glasscock, and Jim Rankin.

Mr. Benton adjourned the meeting.

Respectfully submitted,  
Julie McPike for Deborah Barker, Board Secretary