BOARD OF TRUSTEES MEETING  
Zoom Conference Call  
Tuesday, October 12, 2021  
5:00 – 6:30 pm

AGENDA

1) Chair’s Report, Scott Holbrook
   a) Approval of the Minutes of the May 25, 2021 Meeting
   b) Community Luncheon, December 10, 2021 @ Cory United Methodist Church, proof of vaccination required

2) Strategic Plan Review and Discussion
   a) Opening Remarks, Scott Holbrook
   b) Remarks from the President, Kathleen Crowther
   c) Presentation of the Highlights of the Plan, David Brown
   d) Trustee Discussion
   e) Next Steps

3) Property Donation – the Parke Residence
   a) Opening Remarks, Scott Holbrook
   b) Overview of Donation, Kathleen Crowther
   c) Architectural Significance and Condition of the Property, Anthony Hiti
   d) Appraisal, Easement and Sale, Mike Cummins, Bill Saltzman
1. Finance Committee Report

Mike Cummins, Treasure, and Tom Jorgensen, COO, introduced KC Koester, CPA, Principal at Koester, DiSalvo and Fried who provided the results of the 2020 Audit. Ms. Koester reported that CRS’s financial statements are in accordance with the accounting principles generally accepted in the United States of America. The financial health of CRS is strong. Ms. Koester noted specifically that CRS has a number of funders rather than relying on a single or few funders. A question was asked about expenses and income for the Newton Avenue homes and where those figures would be reflected. The Board discussed whether there would be separate ownership for the real estate investments and how the expenses and income would be reflected in the audited financial statements.

Jonathan Sandvick moved to approve the 2020 Audit. Elizabeth Corbin Murphy seconded the motion and it was approved unanimously.

Tom Jorgensen walked the Board through the first quarter financial results. Tom highlighted a few particular points, including the acceptance of the PPP grant. Heritage Home Program assets are slightly down but we are seeing increases in loan activity. Total assets as of March 31 are virtually the same as in the
beginning of the quarter. Income is 120% above budget based primarily on taking a PPP grant, having a higher percentage of renewals in the Heritage Home Program, and having two cities join the program. We have also received more public grants than budgeted. We have a slight increase in costs in due to additional staff.

2. Chair’s Report, Scott Holbrook
   A. The minutes for the March 16 Meeting of the Board were reviewed. Tom Einhouse moved to approve the minutes as amended. Greg Frost seconded the motion and it was approved unanimously.
   B. The Nominating Committee is working on a slate of trustees. Please let Kathleen know if you have any ideas for new Trustees.
   C. The Annual Meeting is scheduled for Friday, August 6, at 9am. Whether it will be in person or virtual is still being determined.
   D. The Celebration of Preservation was held virtually on Thursday, May 20.

3. Strategic Plan
   Bill Hubbard provided an update on the strategic planning process. With David Brown’s facilitation, we have completed a survey of the membership and other stakeholders, three topical focus groups, one-on-one meetings with Executive Committee members, and one staff and two board sessions to discuss Mission, Vision, and Values, one-on-one meetings with strategic stakeholders, and additional board and staff sessions on mission, vision, values, and objectives. Additional work includes work on the succession planning and reviewing the draft of the plan with the Strategic Planning Committee and then finalizing with a smaller drafting committee.

4. Preservation Programs
   Kathleen Crowther provided an update on the nominations submitted for four sites of the African American Civil Rights Trail. We are developing the companion website. The Board discussed how to further leverage the Trail through tours, school trips, and further corporate sponsors.
   Bill Saltzman provided an update for the Newton Avenue Houses. All current tenants have been signed to leases. The task force has been converted into a committee managing the houses. Crystal Montgomery reviewed the kitchen and bath renovations that are being planned in the first of the houses.
   Kathleen summarized a few grants that were recently awarded to CRS.

5. Old Business – none

6. New Business

The meeting adjourned at 6:34.

Minutes submitted by Board Secretary, Bill Hubbard.
PARKE RESIDENCE

18829 AND 18875 FAIRMOUNT BOULEVARD, SHAKER HEIGHTS