



**One Mountain Foundation
Board of Directors Meeting
Wednesday, January 27, 2009, 7:00 P.M.
Fort Ritchie Community Center, Maryland**

Chairman Bill Carter called the meeting to order at 7:00 pm. The following Board members were present: Alicia Miller, Jamie Bowders, Kim Harbaugh, Jeff Coyle, Jim Bittner, John Miller, Lisa Cantwell, Bev Coyle and Joe Jacobs.

Absent Board members: Alice Humphrey, Randy Humphrey, Heather Bodnar, Tom Rouzer and Nina Rouzer. Nina Rouzer joined the meeting later.

Members and guests included: Bill Coyle, Russ Richards and Maurice Zimmerman.

Opening Remarks

Chairman Bill Carter explained the OMF Board of Director process as a board driven organization. The Board will operate as it has in the past and the Executive Committee will act on matters that come up or need action between board meetings. Votes will be designated as approved or not approved by the Board members and the Secretary will record the number so this is part of the public record. Board meeting minutes will be handled as before and will still be sent to Board members as a draft with any changes/corrections made to the Secretary before the next meeting. The meetings will also now have closed sessions to deal with matters such as financial undertakings, personnel actions and any Board member concerns. The results of the voting will then be reported and recorded in the minutes. The OMF BOD organizational structure was sent to the BOD for review. Bill hopes to have members chairing the committees and reporting back to the board. Bill also sent a draft of the OMF calendar to list key events for the year, meetings and proposed events.

Secretary's Report

Minutes from the November 18th meeting were approved. Jamie motioned to accept the meeting minutes and Jim seconded the motion. All were in favor.

Treasurer's Report

Jamie Bowders presented the treasurer's report which included the 2009 financial report. The OMF checkbook balance is \$3,203.03. The income for 2009 is \$39,084.25 with expenses of \$38,047.72 and a profit of \$1,036.53. Bill and Jamie as the Finance Committee will work on a budget for OMF. Jeff motioned to accept the treasurer's report and Kim seconded the motion. All were in favor.

Board Actions

An OMF sponsored bingo at the Summit Plaza scheduled for January 29th had not been put to vote before the Board so the Executive Committee approved the event.

The price of the Mountaintop calendars was discussed by email by the Executive Committee and it was approved to change the price to \$7.50 each/2 for \$10 as of January 6th. Future price reductions and the status of sales will be covered by Bev and Nina.

The OMF display was set up at the FRCC for the December bazaar. Calendars were sold and OMF members spoke with potential members and generated interest in upcoming events.

Bill met with Principal Rose Pellegrino of Cascade Elementary School for the press release in relation to OMF supporting the PTA fund drive for new playground equipment. A draft press release will be sent to the BOD for review. Bill pointed out that a policy must be put in place for accepting donations as tax deductible through OMF. He will work on a draft policy.

The Executive Committee decided the OMF should participate in the 2nd annual Mountaintop Community Spring Fair at the Blue Ridge Fire Hall on March 20th. Any volunteers would be appreciated to help staff the OMF information table.

Bill gave the PMDC Board status. PMDC voted to give funds to local fire and rescue services. COPT presented an updated development plan for the former Fort Ritchie. COPT has offered another building as a potential museum site and Bill is working on this project and PMDC approved hiring an archivist to properly inventory, catalog and store current PMDC historical artifacts. PMDC also approved filing the 501(c)(3) application for a historical society.

Membership Committee

Alicia gave the membership committee report. The OMF currently has 59 members and donations/sponsorships totaling \$3,425.00. This monetary total does not include membership funds. The Committee is working on contacting businesses for sponsorships, setting up the information table at community events and possibly displaying an information table at libraries.

Jamie reported that 194 calendars have been sold with \$1,400 being collected so far. All sales should be reported to Nina. The cookbook fundraiser has been completed and Jamie sent the final draft to the printer this week with an anticipated completion date of March. They will be sold for \$10 each.

Events Committee

Mountaintop Heritage Days

Jeff reported on Mountaintop Heritage Days. Jeff has contacted Mike Rohrer, coordinator for the Smithsburg Steam and Craft Show to head up the steam engine, thrashing machine and small hay baler display for MTHD. The Committee has reviewed past complaints from last year's event and there will need to be more volunteers for this year's event. A run will be mapped out again for this year's event and will be headed up by Terry Sebold and Greg Stocksdale. The MTHD committee meetings are being held the second Wednesday of the month at FRCC.

Russ Richards reported that the Hotels DVD is almost complete. They will incorporate this into the Pen Mar DVD to make it one hour. The Hotels DVD premiere is slated for the seconded Saturday in May.

Jeff reported that a tri-fold brochure for MTHD is planned for March.

Bill discussed the need for contracts between non-profits and OMF for the MTHD event.

Jeff reported that he has the tickets for the spring dinner theater on April 9 and 10th. All Board members are asked to take and sell tickets. Corporate tables are being sold to local businesses for which Bill will put a letter together to mail.

The Second Saturday events will include a benefit bingo for the Help Hotline on March 14th at the FRCC. Attendees will be asked to bring canned goods, paper products and other donations to help the area Help Hotline, which assists residents with food, rent assistance, holiday meals and presents, and utility bill assistance. Kim made a motion to hold this event and Bev seconded the motion. All were in favor.

Once the Pen Mar Hotels DVD is complete a premiere will be planned for May as well.

Information regarding the potential Kansas City BBQ was tabled until next meeting as Gary was not present.

A duathlon and triathlon at the FRCC is planned and the OMF assistance has been requested. An update from Joe Jacobs is needed.

Heritage Development Committee

Bill mentioned that he had met with John Miller regarding developing a formalized agreement between the Monterey Pass Battlefield Association and OMF to sponsor MPBA events to provide insurance coverage, PR coverage and 501(c)(3) coverage. John reported that he has drafted two non-Civil War related programs for historical purposes to understand the German soldiers of World War II and the East German soldier. Living historians would be utilized for these programs and the programs would be suitable for all age groups. He is also planning an American soldier at Fort Ritchie program. The OMF could decide dates and Bill asked John to email the information to the BOD so they can review.

Public Relations Committee

Lisa Cantwell will take over the PR duties for OMF and she is currently working on media lists. She will be involved in the events and releases for the Events Committee. All events should be coordinated with Lisa by email.

Bill talked with Heather regarding updating the website. Since Heather is currently unavailable to make regular updates to the site she suggested another program, Adobe Contribute, for other OMF members to make updates/changes to the site. The software will cost OMF about \$250. Jamie made a motion to accept Heather's recommendation of the Dreamweaver software and Kim seconded the motion. All were in favor.

New Business

The remainder of the agenda was tabled until the February meeting. Chairman Bill Carter adjourned the meeting at 8:57 pm.

PLEASE NOTE: Next OMF meeting will be held Wednesday, February 24th at 7pm, at the Fort Ritchie Community Center.

Respectfully Submitted,
Kimberly Harbaugh, Secretary