

FRONTIER *Texas!*

625 North First Street ★ Abilene, Texas 79601 ★ Phone: 325.437.2800

FRONTIER TEXAS, INCORPORATED

A meeting of the Frontier Texas, Incorporated Board of Directors, is to be held on Wednesday, May 19, 2021, commencing at 11:30 A.M. in the back meeting room located at 626 N. 1st Street, Abilene, Texas 79601, and also via electronic videoconferencing technology or telephone (please see access details below and on page 2) to consider items on the following agenda.

Signed:


Jeff Salmon, Executive Director, Frontier Texas

AGENDA

Wednesday, May 19, 2021, 11:30 A.M.

Frontier Texas back meeting room, and online via Zoom or phone

This meeting can also be accessed electronically via the following link:

<https://zoom.us/j/99546404291?pwd=Y1I4WGsrDWtBVkVMbW5YZG40cE9FQT09>

Passcode: 1881 (phone call-in instructions on page 2)

1. Welcome and Meeting Procedures - Board President
 - a. Public Comment
 - b. Oath of Office for New and Renewing Members
 - c. Roll-call, attendance confirmations
2. Consent Agenda:
 - a. Past Meeting Minutes
 - b. Treasurer's Report – Financial Statement(s)
 - c. Attendance & Marketing Report
3. Bylaws Update and Possible Action
4. Board President's Report:
 - a. Ex-Officio Organization Updates
5. Executive Director's Report and Possible Action:
 - a. Operations: facility, finances, fundraising
 - b. Programs: education, events, volunteers
 - c. Marketing: advertising, public relations, gift shop
6. Next meeting date: June 16, 2021 at 11:30am
7. Adjourn

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall

of Abilene, Texas, on the 14th day of May 2021 at 10:40 a.m.


Deputy City Secretary

NOTICE: Persons with disabilities who would like special assistance or need accommodations to participate in this meeting should contact Frontier Texas at (325) 437-2800 at least forty-eight (48) hours in advance of this meeting.

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NOTICE REGARDING PUBLIC PARTICIPATION

Texas Governor Greg Abbott has granted a temporary suspension of certain rules to allow for telephone or video conference public meetings in an effort to reduce in-person meetings that assemble large groups of people, due to the COVID-19 (coronavirus) public health emergency.

In an effort to reduce the spread of the virus, this Frontier Texas board meeting is ALSO being hosted electronically for board members and the public.

Topic: Frontier Texas May 2021 Board Meeting Zoom Access
Time: May 19, 2021 11:30 AM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/99546404291?pwd=Y1I4WGsrYWVkbW5YZG40cE9FQT09>

Meeting ID: 995 4640 4291

Passcode: 1881

One tap mobile

+13462487799,,99546404291#,,,*1881#

Dial by your location

+1 346 248 7799

Meeting ID: 995 4640 4291

Passcode: 1881

FRONTIER *Texas!*

BOARD MEETING MINUTES

April 21, 2021

VOTING MEMBERS PRESENT:

Alex Russell
Audrey Perry
Bera Johnson
Brent Hill
Caitlin Richards

Derek Hood
Jessica Adams
Jessica Haile
Sylvia Leal
Weldon Hurt

EX-OFFICIO MEMBERS PRESENT:

Cameron Wiley
Nanci Liles

Jeff Salmon
Rebecca Bridges

MEMBERS ABSENT:

Brad Birchum
David Hernandez
Jay Evans
Lynn Barnett
Kay Richards

Kathy Keane
Mindy Patterson
Tammie Virden
Tim Chandler

GUESTS:

Kelly Messer

STAFF PRESENT:

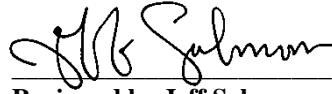
Patrice Sharbutt

1. **WELCOME AND MEETING PROCEDURES.** Having a quorum of ten members present via in person, by phone or by Zoom, President Jessica Adams called the Frontier Texas Board meeting to order using the website www.zoom.com to an electronic Board meeting. President Adams called roll of board members who had RSVP for the board meeting and she went through the procedures for electronic meetings. President Adams welcomed Kelly Messer, Assistant City Attorney of Abilene.
2. **CONSENT AGENDA.** Having a quorum, President Jessica Adams asked any discussions concerning the Consent Agenda. There being none, she asked for a motion to approve the Consent Agenda. Motion was made by Bera Johnson and second was by Weldon Hurt. Consent Agenda was approved.
3. **BY-LAWS COMMITTEE REPORT AND POSSIBLE ACTION.** Executive Director Jeff Salmon shared the City of Abilene staff were still reviewing our edits to the by-laws, how it would impact our relationship, and next steps. He reported the lease agreement would likely serve as the governing document for the relationship between Frontier Texas and the City of Abilene moving forward.
4. **EXECUTIVE DIRECTOR'S REPORT AND POSSIBLE ACTION.**
 - a. **Operations:** Executive Director Jeff Salmon opened by welcoming the new board members and reported on nomination is still waiting to be approved by the City. He then opened the floor for Ex-Officio members to give updates from their organizations. After their remarks, Mr. Salmon reported the facility is running well and all things considered they financial state of the organization is in good shape.
 - b. **Programs:** Mr. Salmon reported school tours are back and most of the docents have returned to volunteering. He also shared details on the Shoot Out event that will take place every Saturday at noon starting May 29 through July 10, with the exception on June 12 during the Children's Art and Literacy Festival. The event will be a reenactment of the infamous 1884 Pine Street shoot out.
 - c. **Fundraising:** Mr. Salmon shared they are still moving forward with the fundraiser partnership with Tom and Lisa Perini, and the Taylor County History Center at Buffalo Gap. He reported donations have already started coming related to the event, and is optimistic about the reach of the event.

5. **NEXT MEETING DATE:** Next meeting date is Wednesday, May 19, 2021 at 11:30 a.m. The format of meeting i.e. in person and/or electronic meeting TBA.
6. **ADJOURNMENT.** There was no further business, the meeting was adjourned.



Compiled by Patrice Sharbutt



Reviewed by Jeff Salmon

Frontier Texas! Inc.
Treasurer's Report Summary
For the month of April and the Seven months ended April 30, 2021

Statement of Financial Position – Balance Sheet as of April 30, 2021

• Current Assets – Cash and inventory	\$	348,287
Facilities & Equipment		2,482,522
Total Assets		3,466,178
• Current Liabilities	\$	125,095

Statement of Activities – Income Statement for the month and period ended April 30, 2021

Revenues		Current Mo	YTD
• Revenues – Admissions	\$	9,911	48,329
Total Attendance		1,964	9,084
Exhibit Attendance		1,644	7,378
Admissions per attendee	\$	6.03	
• General Store Sales	\$	11,394	52,511
Store sales per attendee	\$	6.93	
• Revenues - Venue Tax	\$	40,264	216,749
• Facility Rental	\$	-	800
• Grants & Restricted Net	\$	-	23,155
• Fundraising & Unrestricted	\$	36	331
• Educational Programs Net	\$	-	-

Expenses

- Accounting Services is even budget for the month and above budget for year-to-date.
- Educational Development/Supply is below budget for the month and below budget for year-to-date.
- Office Operations is below budget for the month and below budget for year-to-date.
- Insurance is below budget for the month and below budget for year-to-date.
- Maintenance is above budget for the month and above budget for year-to-date.
- Cleaning Services are below budget for the month and below budget for year-to-date.
- Utilities is below budget for the month and over budget for year-to-date.
- Advertising/Public Relations is above budget for the month and below budget for year-to-date.
- Salary and Wages are below budget for the month and year-to-date.
- Non-cash item depreciation of \$20,751 shown independent of other expenses for this and future statements.
- All other expenses very close to or below budget for the current month.

Frontier Texas!
Statement of Financial Position
Comparison of April 30, 2021 and 2020

ASSETS	<u>2021</u>	<u>2020</u>
Current Assets		
Bank Account	\$ 153,091.27	\$ 164,270.60
Depreciation Savings Account	101,604.40	71,517.82
Accounts Receivable	1,207.18	0.00
Current Portion of Pledges Receivable	0.00	0.00
Inventory Asset	62,338.44	65,814.30
Cash Drawer	836.80	500.00
Undeposited Funds	549.21	0.00
Prepaid Expenses	28,660.14	45,451.98
Total Current Assets	<u>348,287.44</u>	<u>347,554.70</u>
Fixed Assets		
Exhibit Programming and Construction	3,585,819.91	3,585,819.91
Leasehold Improvements	77,502.52	77,502.52
Audio Visual Equipment	109,512.65	109,512.65
Exhibit Redevelopment	1,941,875.71	1,938,174.91
Audio Visual Equip, Visitor Ctr	27,702.92	27,102.93
Office Equipment & Furnishings	111,019.97	111,019.97
Software-Asset	3,546.53	3,546.53
Accumulated Depreciation	-3,374,457.91	-3,125,367.53
Total Fixed Assets	<u>2,482,522.30</u>	<u>2,727,311.89</u>
Other Assets		
Endowment	331,656.07	311,565.60
Print License	3,000.00	3,000.00
Historical Artifacts	20,245.00	20,245.00
Sculptures	273,600.16	273,600.16
Statues	6,866.70	6,866.70
Total Other Assets	<u>635,367.93</u>	<u>615,277.46</u>
TOTAL ASSETS	<u>3,466,177.67</u>	<u>3,690,144.05</u>
LIABILITIES AND NET ASSETS		
Liabilities		
Current Liabilities		
Accounts Payable	27,139.52	26,465.32
Payroll Liabilities	15,479.75	8,938.92
Sales Tax Payable	1,938.78	0.00
Capital Lease	0.00	0.00
Grants/Restricted Donations	77,463.00	67,029.99
Unearned Revenue - Other	5,100.00	4,457.00
Total Current Liabilities	<u>127,121.05</u>	<u>106,891.23</u>
Long-Term Liabilities		
Capital Lease	0.00	0.00
Total Long-Term Liabilities	<u>0.00</u>	<u>0.00</u>
Total Liabilities	127,121.05	106,891.23
Net Assets		
Beginning Unrestricted Net Assets	3,553,135.04	3,772,479.23
Temporarily Restricted Net Asset	2,981.00	2,981.00
Net Current Change in Unrestricted Net Assets	-217,059.42	-192,207.41
Total Net Assets	<u>3,339,056.62</u>	<u>3,583,252.82</u>
TOTAL LIABILITIES AND NET ASSETS	<u>3,466,177.67</u>	<u>3,690,144.05</u>

Frontier Texas!, Inc.
Statement of Activities
For the Month Ended
April 30, 2021

	<u>Actual</u>	<u>Budget</u>	<u>Favorable/ (Unfavorable) Variance</u>
Revenues			
Merchandise Sales	\$ 11,394.39	\$ 9,494.00	1,900.39
Less Cost of Goods Sold	6,321.61	5,222.00	1,099.61
Gross Profit	5,072.78	4,272.00	800.78
Exhibit Admissions	9,911.00	11,336.00	(1,425.00)
Total Memberships	890.00	250.00	640.00
Venue Tax	40,263.66	29,819.00	10,444.66
Facility Rentals	-	200.00	(200.00)
Grants & Restricted Net	-	-	-
Fundraising & Unrestricted	35.77	-	35.77
Total Revenues	<u>56,173.21</u>	<u>45,877.00</u>	<u>10,296.21</u>
Expenses			
Accounting Services	-	-	-
Educational Development/Supply	161.74	250.00	88.26
Office Operations	302.95	320.00	17.05
Telephone/Internet	610.19	680.00	69.81
Employee Dev/Travel	884.50	250.00	(634.50)
Insurance	2,151.76	2,400.00	248.24
Maintenance	4,330.18	5,800.00	1,469.82
Cleaning Services	1,323.32	1,400.00	76.68
Utilities (Electric & Water)	2,367.07	2,400.00	32.93
Rent	-	1.00	1.00
Educational Programs Net	-	-	-
Fundraising Expenses	329.70	-	(329.70)
Merchant Fees	392.63	517.00	124.37
Interest Expense	-	-	-
Advertising/Public Relations	6,931.53	6,000.00	(931.53)
Salaries & Wages	31,086.66	31,378.67	292.01
Total Expenses	<u>50,872.23</u>	<u>51,396.67</u>	<u>524.44</u>
Net Change in Unrestricted Net Assets			
Before Depreciation	<u>5,300.98</u>	<u>(5,519.67)</u>	<u>10,820.65</u>
Depreciation	<u>20,750.54</u>	<u>-</u>	<u>(20,750.54)</u>
Net Change in Unrestricted Net Assets	<u><u>(15,449.56)</u></u>	<u><u>(5,519.67)</u></u>	<u><u>(9,929.89)</u></u>

Frontier Texas!, Inc.
Statement of Activities
For the Seven Months Ended
April 30, 2021

	<u>Actual</u>	<u>Budget</u>	<u>Favorable/ (Unfavorable) Variance</u>
Revenues			
Merchandise Sales	\$ 52,511.09	\$ 52,276.00	235.09
Less Cost of Goods Sold	28,607.78	28,750.00	(142.22)
Gross Profit	23,903.31	23,526.00	377.31
Exhibit Admissions	48,285.25	63,060.00	(14,774.75)
Total Memberships	5,720.00	4,220.00	1,500.00
Venue Tax	216,748.62	221,416.00	(4,667.38)
Facility Rentals	800.00	600.00	200.00
Grants & Restricted Net	2,314.73	-	2,314.73
Fundraising & Unrestricted	431.11	-	431.11
Total Revenues	<u>298,203.02</u>	<u>312,822.00</u>	<u>(14,618.98)</u>
Expenses			
Accounting Services	15,592.00	14,500.00	(1,092.00)
Educational Development/Supply	583.30	1,750.00	1,166.70
Office Operations	1,436.38	2,270.00	833.62
Telephone/Internet	4,480.03	4,760.00	279.97
Employee Dev/Travel	1,052.00	1,000.00	(52.00)
Insurance	15,062.30	16,800.00	1,737.70
Maintenance	43,964.58	38,200.00	(5,764.58)
Cleaning Services	10,420.68	10,700.00	279.32
Utilities (Electric & Water)	20,051.61	20,017.00	(34.61)
Rent	-	1.00	1.00
Educational Programs Net	-	-	-
Fundraising Expenses	1,951.93	-	(1,951.93)
Merchant Fees	2,170.90	2,859.00	688.10
Interest Expense	-	-	-
Advertising/Public Relations	35,138.70	48,000.00	12,861.30
Salaries & Wages	218,104.25	219,645.66	1,541.41
Total Expenses	<u>370,008.66</u>	<u>380,502.66</u>	<u>10,494.00</u>
Net Change in Unrestricted Net Assets			
Before Depreciation	<u>(71,805.64)</u>	<u>(67,680.66)</u>	<u>(4,124.98)</u>
Depreciation	<u>145,253.78</u>	<u>-</u>	<u>(145,253.78)</u>
Net Change in Unrestricted Net Assets	<u><u>(217,059.42)</u></u>	<u><u>(67,680.66)</u></u>	<u><u>(149,378.76)</u></u>

Frontier Texas!, Inc.
Statement of Activities
For the Month Ended
Comparison of April 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Revenues		
Merchandise Sales	\$ 11,394.39	\$ -
Less Cost of Goods Sold	6,321.61	4.29
Gross Profit	<u>5,072.78</u>	<u>(4.29)</u>
Exhibit Admissions	9,911.00	-
Total Memberships	890.00	-
Venue Tax	40,263.66	32,412.38
Facility Rentals	-	-
Grants & Restricted Net	-	-
Fundraising & Unrestricted	35.77	30.68
Total Revenues	<u>56,173.21</u>	<u>32,438.77</u>
Expenses		
Accounting Services	-	-
Educational Development/Supply	161.74	-
Office Operations	302.95	60.59
Telephone/Internet	610.19	626.96
Employee Dev/Travel	884.50	327.00
Insurance	2,151.76	2,151.77
Maintenance	4,330.18	7,946.53
Cleaning Services	1,323.32	1,911.00
Utilities (Electric & Water)	2,367.07	2,308.14
Rent	-	1.00
Educational Programs Net	-	-
Fundraising Expenses	329.70	-
Merchant Fees	392.63	27.81
Interest Expense	-	-
Advertising/Public Relations	6,931.53	4,902.63
Salaries & Wages	31,086.66	29,678.97
Total Expenses	<u>50,872.23</u>	<u>49,942.40</u>
Net Change in Unrestricted Net Assets		
Before Depreciation	<u>5,300.98</u>	<u>(17,503.63)</u>
Depreciation	<u>20,750.54</u>	<u>20,750.54</u>
Net Change in Unrestricted Net Assets	<u>(15,449.56)</u>	<u>(38,254.17)</u>

Frontier Texas!, Inc.
Statement of Activities
For the Seven Months Ended
Comparison of April 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Revenues		
Merchandise Sales	\$ 52,511.09	\$ 41,984.26
Less Cost of Goods Sold	28,607.78	22,879.95
Gross Profit	<u>23,903.31</u>	<u>19,104.31</u>
Exhibit Admissions	48,285.25	50,693.10
Total Memberships	5,720.00	3,570.00
Venue Tax	216,748.62	263,389.22
Facility Rentals	800.00	2,521.25
Grants & Restricted Net	2,314.73	1,262.58
Fundraising & Unrestricted	431.11	2,011.70
Total Revenues	<u>298,203.02</u>	<u>342,552.16</u>
Expenses		
Accounting Services	15,592.00	15,300.00
Educational Development/Supply	583.30	1,241.54
Office Operations	1,436.38	2,076.45
Telephone/Internet	4,480.03	4,426.36
Employee Dev/Travel	1,052.00	1,724.69
Insurance	15,062.30	15,610.63
Maintenance	43,964.58	38,372.86
Cleaning Services	10,420.68	10,510.06
Utilities (Electric & Water)	20,051.61	19,594.38
Rent	-	1.00
Educational Programs Net	-	-
Fundraising Expenses	1,951.93	-
Merchant Fees	2,170.90	2,276.47
Interest Expense	-	-
Advertising/Public Relations	35,138.70	71,480.32
Salaries & Wages	218,104.25	206,891.03
Total Expenses	<u>370,008.66</u>	<u>389,505.79</u>
Net Change in Unrestricted Net Assets		
Before Depreciation	<u>(71,805.64)</u>	<u>(46,953.63)</u>
Depreciation	<u>145,253.78</u>	<u>145,253.78</u>
Net Change in Unrestricted Net Assets	<u><u>(217,059.42)</u></u>	<u><u>(192,207.41)</u></u>

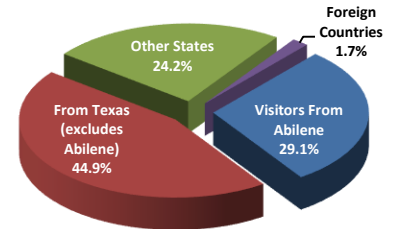
FRONTIER *Texas!*

Attendance-Marketing Report April 2021

ATTENDANCE

	<u>2021</u>	<u>2020</u>
Attendance Total April 2021	1,964	-0-
Attendance Total Fiscal Year-to-Date	9,084	11,965
Exhibit Admissions April 2021	1,644	-0-
Exhibit Admissions Fiscal Year-to-Date	7,378	8,662
Visitor-Center-Only April 2021	318	63
Visitor-Center-Only Fiscal Year-to-Date	1,679	3,008
Point of Origin:		
April		
Abilene	30.7%	0.0%
Other Texas	43.9%	0.0%
Other States	24.7%	0.0%
Other Countries	0.7%	0.0%

Point of Origin for Fiscal Year 2020-2021
April 2021



April 2021- Frontier Texas had visitors from 38 States, 0 US Province and 8 Foreign countries

REVENUES

	<u>2021</u>	<u>2020</u>
Admissions Revenue April 2021	\$ 9,938	\$ -0-
Admissions Revenue Year-to-Date	\$48,705	\$50,146
Gift Shop Revenue April 2021	\$11,394	\$ -0-
Gift Shop Revenue Year-to-Date	\$52,511	\$42,540
Membership Revenue April 2021	\$ 890	\$ -0-
Membership Revenue Year-to-Date	\$ 5,720	\$ 3,570
Facility Rentals April 2021	\$ -0-	\$ -0-
Facility Rentals Year-to-Date	\$ 800	\$ 2,521

MARKETING

How Did You Hear About Us

How Did You Hear about Us - April 2021

