

**NCMC**  
**4<sup>th</sup> Quarter Board Meeting**  
**Lumberton, NC**  
**Carolina Civic Center Historic Theater**  
**Monday, May 18, 2009**  
**11:00am**

In attendance: Heidi Beazy, Kathryn Beach, Perry Hurt, Lindsey Lambert, Jenean Todd, Troy Burton, Jeff Bockert, Kyle Bryner, Shelly Crisp, Rich Sceiford, Ashley Poteat, Kellie Lewis.

Call to Order and Introductions, 11:20am, by Rich Sceiford, Pres

**Consent Agenda**

1. Approve and ratify the state meeting minutes from March 3, 2009 meeting.
2. Receive Committee Reports.

1. Motion, Rich Sceiford, Lindsay Lambert approved, Perry Hurt, Second, passed unanimously.
2. Motion, Rich Sceiford, Troy Burton approved, Kyle Bryner, Second, passed unanimously.

**Business Items**

**AASLH Project Participation, Troy Burton**

Approached in 2005 by AASLH to make following change: Federal govt (IMLS) would no longer directly control funds, each state would receive funds and distribute to state agencies. We had numerous questions. Cheryl Spicer asked NCMC to sign on, ASSLH had worked with many regional & state organizations, large groups, like MoMA, Met, Smithsonian, opposed to this new formula program. At this time 44 state organizations have signed on. DCR or Commerce are most likely to be conduit for funds, not NCMC, but we should be involved in conversation. Terry Davis, CEO of AASLH has asked us to sign on to the resolution.

Troy Burton, motion, to adopt AASLH's support resolution and execute by the NCMC President. Said resolution will be forwarded to the Exec Committee Jeff Bockert, Second. Passed unanimously.

NCMC may join the effort for \$150.00 to become an official member of the effort.

Rich has asked John Campbell to take over Martha Jackson's represent the collections project for NCMC.

**2009/2010 Webmaster Contract, Jeff Bockert**

The same contract, with the removal of attending the NCMC annual meeting. And Section 5. there will a second contract for work to the database and work to the

website that go beyond general maintenance. Gary Rohrer is recommended as the webmaster. Should an events calendar for NCMC events be added? Discussion on what is general maintenance for the website? Ask Gary for estimate on website redesign? But what do we want it to look like?

**Action Step: Create an ad hoc committee to research website redesign changes together, Kyle Bryner, Jenean Todd, Lindsey Lambert (chair), Jeff Bockert. This committee shall recruit one more member and will report back to the board at our 2<sup>nd</sup> quarter (November) board meeting.**

**Motion, Troy Burton, second Kyle Bryner, passed unanimously.**

**Action Step: Jeff Bockert will ask Sy Laurence in his office to volunteer. Send out an email blast to ask for ideas and volunteers, particularly in the field of science, children, and art.**

Motion: To move forward with contract as is, with the understanding that we may move forward at some point this year with additions in regard to website redesign and additions to the database. Lindsey Lambert, Kathryn Beach second. Passed unanimously.

#### **IRS Status, Lindsey Lambert**

I called the IRS (more specifically "Telephone Assistance for Exempt Organizations, Retirement Plan Administrators, and Government Entities: 1-877-829-5500") as Julie had done previously and spoke to a Mr. Gruesser (ID# 0194501).

I did not speak to the same lady Julie has spoken with previously for two reasons:

1. From Julie's email (attached as a pdf although I'm sure you all have a copy of it), it appeared that she had reached a point where that contact person was simply urging her to reapply.
2. I wanted to see how well the information another IRS agent provided matched with what Julie had learned.

I let Mr. Gruesser know that I was with the North Carolina Museums Council and that apparently we were no longer considered non-profit for some reason. He asked for our identification number (56-1329167) and verified that we did not seem to have non-profit status. I then asked him three questions.

1. When did NCMC lose that non-profit status?
2. Why did NCMC lose that non-profit status?
3. What does NCMC need to do to regain that non-profit status?

Answers:

1. Mr. Gruesser indicated that the records to which they had immediate access (presumably digitized) only went back to the mid-1990s and that NCMC's non-profit status had apparently been revoked prior to that time. I read him the letter

- from the IRS (dated Sep 24 1987) which indicates that "your (NCMC) exempt status under section 501(c)(3) of the Code is still in effect." Mr. Gruesser indicated that it indeed sounded like a valid letter, but that sometime between 1987 and the mid-1990s that status had been revoked, presumably for non-compliance on some issue. He also indicated that NCMC had apparently tried to file a 990 in 2000-01 but that it was rejected because we were in non-compliance (i.e., not considered a non-profit).
2. Since the records to which he had immediate access to only went back to the mid-1990s and NCMC apparently had lost its non-profit status prior to that time period, Mr. Gruesser was unable to tell me exactly why that status had been revoked.
  3. Mr. Gruesser recommended that NCMC send a letter (consisting of a description of our plight as we know it, plus any supporting documentation such as the 1987 letter) to the following:  
Tax Exempt / Government Entities Correspondence Unit, PO Box 2508, Room 4024, Cincinnati, Ohio 45201 or via fax at 513-263-4330.  
He indicated that this particular unit would be able to fully trace through -all- historical IRS records pertaining to NCMC and would presumably be able to fully answer the first two questions I had asked. He further indicated that that particular unit would be able to tell us what we needed to do to regain non-profit status. His best guess was that given the length of time NCMC has been considered non-profit that NCMC would most likely be required to reapply for non-profit status. He indicated that there was an approximate 45 day backlog at the TE/GE Correspondence Unit, so we would not receive an immediate response.

According to Mr. Gruesser, there is no point in NCMC filing a 990 (for any year) until we get the issue of our status resolved because it will be rejected. Since our fiscal year runs July 1 - June 30, our 2008-09 return would not be due until later in the year anyway. Mr. Gruesser also mentioned that once we got the issue resolved, we needed to be sure to file 990s for -every- fiscal year.

I had hoped that this would be something for which there would be a quick resolution, but apparently this is not the case. As I see it, we have three options:

1. Try to work through the TE/GE Correspondence Unit as recommended by Mr. Gruesser to resolve the issue.
2. Work with a lawyer or financial consultant to resolve the issue.
3. We just take our lumps and reapply for non-profit status.

Motion: We will work through the Correspondence Unit, by sending a letter, questioning our status and reinstatement. Troy will draft the letter for the Exec Comm and lawyer to overview. Lindsey Lambert, Jenean Todd second. Passed unanimously

**Action Step: NCMC will take steps necessary to reinstate as a non-profit. Troy Burton will immediately draft a cover letter and have the lawyer (sorry, the name**

**didn't make the minutes, possibly Tom Alexander) review said letter to send to the IRS Correspondence Unit. NCMC will then make a decision on our next step once the reply is received.**

**Internship Program**, Chris Graham, absent, emailed the following report 5/18, it was read aloud:

I regret to tell you that I will not be at the meeting today. I am moving out of my current place on Wednesday and then going out of the country on Friday. I thought I could make it, but am a bit overwhelmed right now with all the things I need to do in preparation.

Anyhow, I have been working on creating new guidelines/regulations for the internship program. Right now I am looking to the National Council on Public History's internship guidelines (attached) and those at the [UNC-G public history program](#) (also attached). The idea is to make the program a bit more student-centered and more rigorous concerning curriculum goals, course credit, and teaching.

I have also been thinking about ways to have a more formal, yet still casual, networking sessions at the annual meeting. Currently, the best opportunity for students and professionals to meet is in the hospitality room. I feel, however, that the atmosphere in the hospitality room, while conducive to meeting and greeting, lacks the professional bearing that should be a part of these newly forming relationships. Further, it has been conveyed to me that a number of female students attending the hospitality room have had to have been warned about which men to avoid, and which are safe. While I know this is standard behavior at any conference, I would hope that we in NCMC are a bit more respectful of the power relationships present in the student/professional relationship.

Troy has been forwarding the information to a retired lawyer, Tom Alexander, who has offered to help with the wording of our cover letter to be sent to the IRS Correspondence Unit in regard to our reinstatement of our non-profit status. Important for NCMC to be a non-profit status.

### **Annual Meeting, Rich Sceiford & Kathryn Beach**

Proposal to hold annual meeting in Raleigh, on March 7-8, 2010. Lindsey Lambert, Kathryn Beach second, passed unanimously.

Board meeting/dinner/tours possible on Sunday night, sessions during the day on Monday, with business meeting lunch. Perry Hurt, Troy Burton, and John Campbell will be local arrangements. Possibly run 3 sessions concurrently. Need to do NCMC 101 session.

Kathryn Beach will send out email requesting proposals the end of June, proposal requests are due August 3<sup>rd</sup> 2009. NCHC will do a grant session. Rich will do a financial session and contact UAC to see if they will partner with NCHC.

Need to set up a procedure to make sure conf attendees are actually NCMC members.

**Action Step: The local arrangements committee will consist of Troy Burton, Perry Hurt, and John Campbell. They will work with Courtney Rounds, Conference Chair, to plan the new format of the 2010 Annual Meeting for March 7-8, 2010.**

**FY09-10 Budget, Rich Sceiford**

FOCoS line item should read \$2,000

Brochure, \$1,000

Income –other, \$1,500

Motion to approve budget, Perry Hurt, Kathryn Beach, second; passed unanimously.

Membership-divide list amongst board members and make phone calls. Want to increase by 33% over the next couple of years.

**JIMI Budget Line Item**

Passed within budget

**New Business:**

Research information on Director's and Officer's Insurance

Contact list was sent out by Jenny via email.

Next meeting: August 10, 2009 at 11:00am in Raleigh, NC

Adjourned: 2:56pm