

**Ligon Family and Kinsmen Association Board Meeting Minutes  
July 13, 2023, at the Abbey Hotel, Malvern, England**

Attending: Whitney Eller (President), Carson Glossop (VP Communications), Denise West (Secretary), Laine Ligon (Treasurer), Jason Ligon (Chaplain), Jim Hancock (Registrar), Michael Howell (Historian), John Overstreet (Past President), Becky Mauldin (Board Member), Alice Scheer (Board Member), Deborah Moore (Board Member), Toni Curtis (Board Member).

President Whitney Eller called the meeting to order at 5:15 PM. The following handouts were provided to each board member: Agenda, Minutes of the June 4, 2022 board meeting, Treasurers report, Registrar and VP Membership Report and the Communications Report.

Jason Ligon gave an opening prayer. Board members introduced themselves and gave brief family updates.

Becky Mauldin moved that the minutes of the June 4, 2022, board meeting be approved. Seconded by Jason Ligon; the motion was approved unanimously.

Jim Hancock reviewed the written Registrar and VP of Membership report. (Attachment 1) LFKA has thirteen (13) new or reinstated members and five (5) deceased members since the last board meeting. Time was taken to express memories of several of the deceased, including board member Dr. Virginia Carson and board member Camilla Burbank's son, Walter Brice Burbank.

Laine Ligon reviewed the written treasurers report listing income and expenses (Attachment 2). The May 2022 balance was \$ 52,235.20 and the June 2023 balance is \$68,515.20. Laine sends the monthly bank statement to the board members for their review. The bank balance will decrease once reunion expenses are debited.

As reunion chair, Whitney is maintaining a spreadsheet with income and expenses with receipts. Many reunion expenses are on the LFKA Debit card. Expenses will be reconciled with Laine and the LFKA budget after the reunion's expense/income are finalized. Whitney expressed the difficulty in budgeting for the reunion as 29 of the original 173 attendees dropped out shortly before the event, causing a shortfall in registration income to cover expense commitments. She estimated an approximate \$3,500 incurred shortfall with these unexpected cancelations. Whitney stated a percentage return of LFKA jewelry sales (15%) and photos purchased by members will help offset reunion expenses. John Overstreet recommended that the costs for the British family (banquet meal, etc.) be subsidized the general LFKA budget.

Laine Ligon requested that the treasurer have oversight by a second party. Whitney expressed the need to have an organizational plan to be able to access the bank account if something should happen to either the Treasurer or the President (sole signatures on the account at this time). John Overstreet mentioned the possibility of incorporating the association, however, this brings additional requirements for an organization run by dispersed volunteers. He also suggested investing some of the funds in the bank account to earn interest.

Jason Ligon moved that an ad hoc finance committee of two LFKA members and the treasurer be appointed by the President to review the finance records as needed and to develop a financial plan.

Deborah Moore seconded, and the motion passed unanimously. Alice Scheer volunteered to serve on the committee.

Whitney reviewed the communications report (Attachment 3) Of the 321 members, 157 are active dues paying members. Kelly Fisher is maintaining the membership spreadsheet list. Whitney asked for help in writing articles and producing the two annual newsletters. John reminded members to use the correct spelling **Kinsmen** (not **Kinsman**).

Michael Howell, historian, stated he still does not know how to handle donated items other than photos. He is drafting submission protocols to define what is worthy of submission, requirements for labeling photographs, etc. Files without identification are not useful.

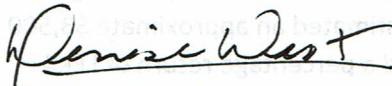
Jim Hancock reminded the board that it is important for heirs of an officer/committee chair to know LFKA files should be sent to the organization. (Example: Registrars member applications).

Nominating Committee business. The board voted and approved by email to extend officer and board positions through the first year of a third term due to the unusual circumstances of COVID which delayed a reunion for 5 years and thus the membership vote for new officers/board members. John Overstreet recommended that the membership vote at the LFKA England business meeting to extend the current officers and board to complete their third term, which would be through 2024. At the 2024 reunion, the nominating committee will propose new officers and board members for election and both LFKA elections and reunions will be back on schedule for even years.

Whitney recommended scheduling a 2024 reunion to get back on the even year reunion schedule and asked for a volunteer to chair. Deborah Moore volunteered to organize the 2024 reunion in St. Louis, MO.

Currently, two board positions are vacant. It was agreed Whitney should select members to fill these two board vacancies. This reunion provides the opportunity to meet members who demonstrate potential leadership interest.

John Overstreet moved the adjournment of the meeting so board members could attend the opening reception. Seconded by Becky Mauldin and approved by all.



Denise Duvall West

Secretary

*"It's great to be a Ligon!"*



**Joint Report of Registrar & VP of Membership to the LFKA  
Executive Board  
16 July 2023 Madresfield Court, England  
(matters occurring since the last meeting 4 June 2022 thru 6/27/23)**

**A. The following Ligon family members were reported as deceased:**

1. Marguerite Clarene Pinkston Russell, Collierville, TN – May 13, 2022
2. Alice Berkley Ligon, Binghamton, NY – died January 1, 2023
3. Walter Brice Burbank, Lookout Mountain, TN – died Feb 24, 2023
4. John Melvin "Jack" Ligon, Rock Hill, SC - died March 10, 2023
5. Dr. Virginia McSwain Carson, Madison, GA – died April 29, 2023

The total number of known **deceased** is five (5).

**B. The following are new members who live in varying locales:**

- #22-1233 – Maxwell Argalus Frazier, of Old Hickory, TN
- #22-1234 - Ella Hays Scheer, of Little Rock, AR
- #22-1235 – Susanne Ligon Terry, of Huntsville, AL
- #22-1236 – John William Pritchett, of Dallas, TX
- #22-1237 – Walter Ray Robert, Jr, of Roseville, CA
- #22-1238 – Bella Rose Dreibrodt, of Lago Vista, TX
- #22-1239 – Lily Grace Dreibrodt, of Lago Vista, TX
- #22-1240 – Lane Elise Howell, of Lincoln, NE
- #22-1241 – Colby Luke Howell, of Lincoln, NE
- #23-1242 – Michael Slaton Howell, of Charlotte, NC
- #23-1243 – Nancy Howell Sands Esber, of Dallas, TX -Reinstated
- #23-1244 – Judy Lynn Knight Hill, of Cornelius, NC

#23-1245 – Carolyn Gail Phillips Canzonieri

The total number of **new/reinstated members** is thirteen (13)

VP of Membership is tasked with notifying new members, by sending Welcome letters, and providing membership numbers and website passwords, plus copies of their approved applications.

It is a pleasure working with VP Burbank & the rest of the Executive Board

Respectfully submitted,

James Reid Hancock, Registrar

Camilla B. Burbank, VP of Membership

*“It’s great to be a Ligon”*

B. The following are new members who live in varying interests:

- #23-1233 – Maxwell Argus Frazier, of Old Hickory, TN
- #23-1234 – Ella Hays Scher, of Little Rock, AR
- #23-1237 – Suzanne Ligon Terry, of Huntsville, AL
- #23-1238 – John William Pritchett, of Dallas, TX
- #23-1237 – Walter Ray Robert, Jr. of Rossville, GA
- #23-1238 – Betty Rose Dreibrod, of Lago Vista, TX
- #23-1239 – Lily Grace Dreibrod, of Lago Vista, TX
- #23-1240 – Lina Lisa Howell, of Lincoln, NE
- #23-1241 – Colby Luke Howell, of Lincoln, NE
- #23-1242 – Michael Stalon Howell, of Charlotte, NC
- #23-1243 – Nancy Howell Sands Ekert, of Dallas, TX -Reinstated
- #23-1244 – Ruby Lynn Knight Hill, of Cornelius, NC

**LFKA Treasurer's Report**

June 30, 2023

	<u>Receipts</u>	<u>Expenses</u>
Beginning Balance May, 2022	\$ 52,235.20	
Dues, Fees, Etc.	15,480.00	
Member Gifts for Beauchamp Charity	800.00	
Printing		\$ 1,422.16
Newsletter		947.00
Gift to Charity/Bench		6,000.00
Newsletter		241.60
Flowers		134.98
Ivin Stewart, Artist		680.00
Total Dues/Fees	\$ 68,515.20	\$ 9,425.74

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\*2023 Reunion Expenses Ongoing (At this time)

\*Bank Balance \$ 51,486.46

LFKA BOARD MEETING  
MALVERN, ENGLAND  
THUR, JULY 13, 2023

## COMMUNICATIONS

### MEMBERSHIP LIST UPDATED BY KELLY FISHER

We have a complete member list, numbering 321.  
Of those, 157 are active, dues-paying members.

- 82 are life members
- 75 have paid their 22/23 dues

I've updated the spreadsheet name to reflect it being current as of today, 7/3/23.

### NEWSLETTER UPDATED BY WHITNEY ELLER

1. Summer Newsletter 2022
2. Christmas Newsletter 2022

Next newsletter will be Summer 2023 and a recap of England Reunion

### DISCUSSION POINTS

1. Whitney Eller with the help of Virginia Carson created the 2022 newsletters. Moving forward we need to create a plan to as to how to produce these.
2. Carson Glossop's role and time availability
3. Should Kelly still manage membership list?