

DAUGHTERS OF THE REPUBLIC OF TEXAS  
French Legation Museum Committee  
Karen R. Thompson, Chair  
September 12, 2015 BOM Report

The French Legation Museum Committee met July 29, 2015 at the home of Gaylon Hecker for a working luncheon and on August 19, 2015 in the board room of the Texas State Cemetery. The committee has a full group of 18 members.

Standing Reports: Treasurer Kay Valenta:

DRT FL Museum (4460)	\$ 83,093.36
DRT FL Memorial (0031)	3,602.89
DRT FL Grants/Collections (0665)	3,238.00
DRT FL Baretta Kitchen Fund (2047)	<u>13,188.68</u>
	<b>\$103,122.93</b>

The French Legation Museum is the beneficiary of a fund held at the Austin Community Foundation. The Fund Balance as of August 19, 2015 was \$11,116.22. (Principal: \$5,000.00).

Accountant: Sam Myers went over the financial report (see attached).

Chair Karen Thompson, joined President General Dr. Betty Edwards, and Pat Horridge, chair of the Republic of Texas Museum Committee to meet with Harvey Hildebran, Executive Director of the Texas Facilities Commission. He is very supportive of the FLM. We are working with Dr. Victoria Ramirez, Director, Bob Bullock Texas State History Museum in joint efforts to promote the FLM and the LaSalle ship exhibit. I have established an advisory committee to help us invite the French Ambassador to the United States, Araud Gerard, to Austin in 2016.

Along with Vice-chair Janie Babcock, we visited the Alsatian Pioneers DRT Chapter in Castroville to promote their involvement with the 175<sup>th</sup> anniversary next year. They are especially interested in providing French-Alsatian material for our up-coming FLM newsletter.

Chair Karen Thompson, vice-chair Janie Babcock, and committee members Rachel Bryson and Dusky Waters attended the DRT Bylaws Revision meeting on July 18, 2015.

Martha G. Withers, Director, and staff or working with Gift Store Chair Sharon Wander to transform the small Gift Shop into a Gift Store. Sharon is stocking the store with historical and Texas related/oriented items.

The Austin Fire Department and Austin Police Department emergency have been updated on FLM property and a Knox Box has been installed for emergency access to the property. The Carriage House roof has been repaired. Construction on Embassy Condos is scheduled to begin October 9, 2015. The construction company is working to ensure FLM is minimally affected and any unearthed artifacts will be given to FLM.

FLM Event Coordinator Anoush Crane reported she books twenty events per year. To date eighteen have been booked for 2015 including "turn-key" weddings with Marquee Event Group. Catered parking, along with Uber, taxi, and shuttle service help alleviate parking problems. FLM rental rates are

currently \$2,250.00 per evening, but will increase to \$2,500.00 in 2016. Anoush receives a ten percent fee for her services.

Texas-French Market, Saturday, October 3<sup>rd</sup>, 9 am to 4 pm, is chaired by Tammye Beveridge. She is networking with Mainstreet Productions of Round Rock, and Ron Oliveira Communications to secure vendors, entertainers including Texas musicians and kids events. Food, drinks, and beer will be sold. The FLMC plans for this to be any annual event the first Saturday of October every year. Fund raising for the Legation has lacked continuity and we are establishing the first Saturday in March and October of each year for events.

175<sup>th</sup> Anniversary chair Rachel Bryson produced a Power Point presentation for the Legation and we have been showing it at the District Workshops. Also we have a sales table and sell raffle tickets on a handmade quilt made especially for the 175<sup>th</sup> by award winning quilter Mary Whitten of California. It is constructed of 1840s replica fabric. Miller Blueprint donated two, 4 ft x 3 ft posters (designed by Oliveira ) to be used at 175<sup>th</sup> promotion events.

Gaylon Lawson, Grants Committee Chair, is working with Allan Matthews, Director of Grants for the Moody Foundation, on a grant. She is also working with the the French General Cousel office to obtain a contact with the primary French oil company in Texas.

Edie Tyler is Flag Committee Chair. A flag certificate is being designed. Austin artist Ward Winnette is re-drawing his original Legation art work to use on the certificate that will be designed/produced by Loeffler Creative.

Grounds Chair Judy Day is working with staff to maximize the watering system to ensure the grounds are being watered five days a week. Since the FLM is state property it is exempt from Austin water restrictions, and also the state pays the water bill. Of course watering and mowing is done on a schedule to accommodate rentals. This takes a lot of coordination by director Martha Withers.

Event rentals and tours keep the staff busy. The FLM is hosting *Austin Museum Day* on Sunday, September 20, 2015 from 10 am to 5 pm. This free event is very popular in Austin.

*Archeology Day* is October 10, 2015 from 1 to 5 pm. Another free event.

**“DIG IN TO ARCHEOLOGY”**, October 16, 2015, one day camp for 1st through 4<sup>th</sup> grade students. 8:30 am to 5 pm. Cost \$40 and \$45.

Look for the launching of **“THE FRENCH CONNECTION”**, a newsletter for the FLM. Attorney approved the name as not to infringe on copyright laws.

DRT, Inc. French Legation Museum  
**Balance Sheet**  
 As of July 31, 2015

	May 31, 15	Jul 31, 15
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
Cash in Drawer	194.60	452.56
Cash in Hand	50.00	50.00
Chase-Baretta Kitchen fund	13,187.76	13,188.68
Grants and Collections		
Cash-Collections	3,294.00	3,294.00
Grants and Collections - Other	-28.00	-56.00
Total Grants and Collections	3,266.00	3,238.00
Memorial	3,502.31	3,602.89
Museum Account		
NLP grants-March receipt	8,597.00	7,496.00
Resurfacing Account	395.81	395.81
Benches/Wilder	26,764.10	26,764.10
Museum Account - Other	45,410.30	47,060.29
Total Museum Account	81,167.21	81,716.20
Paypal funds	184.28	184.28
Total Checking/Savings	101,552.16	102,432.61
Other Current Assets		
Inventory Asset	3,651.09	3,616.93
Other Receivable	27,955.00	27,955.00
Prepaid expenses	4,243.06	2,828.72
Undeposited Funds	286.29	31.00
Total Other Current Assets	36,135.44	34,431.65
Total Current Assets	137,687.60	136,864.26
Fixed Assets		
Accumulated Depreciation	-26,537.33	-26,537.33
Furniture and Equipment	26,537.33	26,537.33
Total Fixed Assets	0.00	0.00
<b>TOTAL ASSETS</b>	<b>137,687.60</b>	<b>136,864.26</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	0.00	1,295.42
Total Accounts Payable	0.00	1,295.42
Other Current Liabilities		
NLP grant resurfacing	395.81	395.81
Advance Payments - Jewelry	3,905.00	2,520.00
NLP-repairs and replacements	7,496.00	7,496.00
NLP grant-engineer	1,101.00	0.00
Accrued Expenses	1,600.00	0.00
Facility rental advance payment	4,000.00	4,000.00
Liabil for Refund Sec Deposits	750.00	750.00
Sales Tax Payable	85.30	128.47
Total Other Current Liabilities	19,333.11	15,290.28
Total Current Liabilities	19,333.11	16,585.70
Total Liabilities	19,333.11	16,585.70

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Accrual Basis

DRT, Inc. French Legation Museum  
**Balance Sheet**  
As of July 31, 2015

	<u>May 31, 15</u>	<u>Jul 31, 15</u>
Equity		
Perm. Restricted Net Assets	10,000.00	10,000.00
Temp. Restricted Net Assets	17,918.00	17,918.00
Unrestricted Net Assets	73,200.98	90,436.49
Net Income	17,235.51	1,924.07
<b>Total Equity</b>	<u>118,354.49</u>	<u>120,278.56</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>137,687.60</u></u>	<u><u>136,864.26</u></u>

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 Accrual Basis

**DRT, Inc. French Legation Museum**  
**Profit & Loss Budget Performance-All Inclusive**  
 July 2015

	Jul 15	Budget	Jun - Jul 15	YTD Bud...	Annual B...
Ordinary Income/Expense					
Income					
Fundraising-unrestricted					
Fundraising-Merchandise Sales					
Merchandise for Fundraising	-869.84		-1,326.10	-6,000.00	-6,000.00
Fundraising-Merchandise Sales - O...	824.00		2,227.00	10,000.00	10,000.00
Total Fundraising-Merchandise Sales	-45.84		900.90	4,000.00	4,000.00
Fundraising income events					
Annual fundraiser expense				-6,000.00	-6,000.00
Fundraising income events - Other				13,281.00	13,281.00
Total Fundraising income events				7,281.00	7,281.00
General Donations	120.00		541.34	13,000.00	13,000.00
Membership Income				3,000.00	3,000.00
Fundraising-unrestricted - Other	-120.00				
Total Fundraising-unrestricted	-45.84		1,442.24	27,281.00	27,281.00
Operations income					
Miscellaneous Income				100.00	100.00
Merchandise Sales					
Shipping and Delivery Income	15.00		15.00	100.00	100.00
Merchandise Sales - Other	582.99		845.86	14,000.00	14,000.00
Total Merchandise Sales	597.99		860.86	14,100.00	14,100.00
Admissions	816.00		1,351.00	12,000.00	12,000.00
Facility rental income					
Facility rental income	6,000.00		6,000.00	55,000.00	55,000.00
Special events costs			761.65		
Total Facility rental income	6,000.00		6,761.65	55,000.00	55,000.00
Program Income					
Evening Under the Oaks				2,500.00	2,500.00
General Program Income			2,821.00	4,000.00	4,000.00
Summer Camps	1,100.00		1,100.00	3,000.00	3,000.00
Program Income - Other				1,000.00	1,000.00
Total Program Income	1,100.00		3,921.00	10,500.00	10,500.00
Total Operations income	8,513.99		12,894.51	91,700.00	91,700.00
Investments					
Dividend, Interest	2.83		6.00	50.00	50.00
Total Investments	2.83		6.00	50.00	50.00
Total Income	8,470.98		14,342.75	119,031.00	119,031.00
Cost of Goods Sold					
Cost of Goods Sold					
Freight and Shipping	89.87		89.87		
Cost of Goods Sold - Other	132.99		207.87	7,000.00	7,000.00
Total Cost of Goods Sold	222.86		297.74	7,000.00	7,000.00
Total COGS	222.86		297.74	7,000.00	7,000.00
Gross Profit	8,248.12		14,045.01	112,031.00	112,031.00
Expense					
Expenses-175 anniversary	5,000.00		5,000.00		

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**DRT, Inc. French Legation Museum**  
**Profit & Loss Budget Performance-All Inclusive**  
July 2015

	Jul 15	Budget	Jun - Jul 15	YTD Bud...	Annual B...
Preservation					
Collections Expenses				4,500.00	4,500.00
Business Expenses				1,200.00	1,200.00
Business Exp-Computer/Tech Serv				700.00	700.00
Credit card fees	135.42		229.31	2,000.00	2,000.00
Registration fees				750.00	750.00
<b>Total Business Expenses</b>	135.42		229.31	3,450.00	3,450.00
Contract Services					
Audit Fees				5,500.00	5,500.00
Contract Bookkeeper Expense			100.00	2,500.00	2,500.00
Contract Event Mgr Fees	1,281.00		1,281.00	8,000.00	8,000.00
Legal Fees				500.00	500.00
<b>Total Contract Services</b>	1,281.00		1,381.00	16,500.00	16,500.00
Exhibit Expense				1,000.00	1,000.00
Facilities and Equipment					
Alarm System	108.70		217.40	1,500.00	1,500.00
Capital Expenditures				2,000.00	2,000.00
Cleaning expense	175.00		525.00	2,400.00	2,400.00
Grounds Maintenance	842.57		1,577.07	11,000.00	11,000.00
Pest Control				1,000.00	1,000.00
Property Insurance	707.17		1,414.34	8,500.00	8,500.00
Repairs & Maintenance	161.39		796.39	4,000.00	4,000.00
Trash Disposal	116.94		233.88	3,000.00	3,000.00
<b>Total Facilities and Equipment</b>	2,111.77		4,869.08	33,400.00	33,400.00
Membership expense	135.00		135.00	800.00	800.00
Operations					
Miscellaneous	-6.00		89.00		
Office Supplies	26.52		76.00	2,000.00	2,000.00
Postage, Mailing Service	109.20		287.42	400.00	400.00
Printing and Copying				500.00	500.00
Programs Expense					
Advertising-program specific				1,500.00	1,500.00
Program supplies			19.59		
Seasonal program expense	7.98		102.98	4,000.00	4,000.00
Summer Camp Expense	368.75		391.39	800.00	800.00
<b>Total Programs Expense</b>	376.73		513.96	6,300.00	6,300.00
Telephone, Telecommunications	201.00		217.34	3,000.00	3,000.00
<b>Total Operations</b>	707.45		1,183.72	12,200.00	12,200.00
Other Types of Expenses					
General Advertising Expense					
Email marketing				1,000.00	1,000.00
General Advertising Expense - Other				2,000.00	2,000.00
<b>Total General Advertising Expense</b>				3,000.00	3,000.00
Mileage reimbursement				200.00	200.00
Mmbrship,Dues,Staff Development	-50.00		-10.00	900.00	900.00
Team Building Event Expense				500.00	500.00
<b>Total Other Types of Expenses</b>	-50.00		-10.00	4,600.00	4,600.00

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**DRT, Inc. French Legation Museum**  
**Profit & Loss Budget Performance-All Inclusive**  
 July 2015

	<u>Jul 15</u>	<u>Budget</u>	<u>Jun - Jul 15</u>	<u>YTD Bud...</u>	<u>Annual B...</u>
Payroll Expenses					
Employee Benefits	2,682.64		1,082.64	11,681.00	11,681.00
FLM Wages				14,700.00	14,700.00
Special Hours/Events, Pgrms	470.00		470.00	8,000.00	8,000.00
<b>Total Payroll Expenses</b>	<u>3,152.64</u>		<u>1,552.64</u>	<u>34,381.00</u>	<u>34,381.00</u>
<b>Total Expense</b>	<u>12,473.28</u>		<u>14,340.75</u>	<u>112,031.00</u>	<u>112,031.00</u>
<b>Net Ordinary Income</b>	-4,225.16		-295.74		
Other Income/Expense					
Other Income					
DRT Payroll Contribution	8,415.10		17,006.70	102,548.00	102,548.00
Restr/Design Grants & Donation					
Preservation Project, multi-yr			2,219.81		
<b>Total Restr/Design Grants &amp; Donation</b>			<u>2,219.81</u>		
<b>Total Other Income</b>	8,415.10		19,226.51	102,548.00	102,548.00
Other Expense					
Employee Wages-DRT contribution	8,415.10		17,006.70	102,548.00	102,548.00
<b>Total Other Expense</b>	<u>8,415.10</u>		<u>17,006.70</u>	<u>102,548.00</u>	<u>102,548.00</u>
<b>Net Other Income</b>			<u>2,219.81</u>		
<b>Net Income</b>	<u><u>-4,225.16</u></u>		<u><u>1,924.07</u></u>		

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Accrual Basis

DRT, Inc. French Legation Museum  
Profit & Loss  
June through July 2015

	<u>Jun - Jul 15</u>	<u>Jun - Jul 14</u>
Ordinary Income/Expense		
Income		
Fundraising-unrestricted	1,442.24	583.24
Operations income	12,894.51	11,863.94
Investments	6.00	9.35
Total Income	<u>14,342.75</u>	<u>12,456.53</u>
Cost of Goods Sold		
Cost of Goods Sold	297.74	2,170.16
Total COGS	<u>297.74</u>	<u>2,170.16</u>
Gross Profit	14,045.01	10,286.37
Expense		
Expenses-175 anniversary	5,000.00	0.00
Business Expenses	229.31	368.10
Contract Services	1,381.00	2,257.93
Facilities and Equipment	4,869.08	4,978.63
Membership expense	135.00	0.00
Operations	1,183.72	2,392.93
Other Types of Expenses	-10.00	498.76
Payroll Expenses	1,552.64	1,236.30
Total Expense	<u>14,340.75</u>	<u>11,732.65</u>
Net Ordinary Income	<u>-295.74</u>	<u>-1,446.28</u>
Other Income/Expense		
Other Income		
DRT Payroll Contribution	17,006.70	16,094.49
Restr/Design Grants & Donation	2,219.81	25.00
Total Other Income	<u>19,226.51</u>	<u>16,119.49</u>
Other Expense		
Employee Wages-DRT contribution	17,006.70	16,094.49
Restr/design Grant Expenditures	0.00	210.00
Total Other Expense	<u>17,006.70</u>	<u>16,304.49</u>
Net Other Income	<u>2,219.81</u>	<u>-185.00</u>
Net Income	<u><u>1,924.07</u></u>	<u><u>-1,631.28</u></u>