

NOTICE OF MEETING

Tourism Advisory Board Regular Meeting Agenda

Wednesday, May 17, 2017 at 4:00 p.m.

**Economic Development Office
100 Willow Creek Parkway, Suite A
Palestine, Texas 75801**



All agenda items are subject to action.

Board:

Alex Patel, Chair Rafael Hernandez
Simon Webster Stuart Whitaker
Susan Rand Fran Lindsey
Open

Staff/ Ex-Officio

Mary Raum, Tourism Marketing Manager, ex-officio

A. Call to Order

B. Approval of Minutes

- a) Presentation and approval of 3/1/17 meeting minutes
- b) Presentation and approval of 4/7/17 meeting minutes
- c) Presentation and approval of 4/26/17 meeting minutes

C. Citizen Input

D. Board Discussion & Action Items

- 1. Discussion, presentation and possible action regarding HOT Funding Grant 2016-17
 - Museum for East Texas Culture
 - Texas Archery Center
- 2. Review request for a revised contract with the Palestine Area Chamber of Commerce for 2017/18 Fiscal Year

E. Staff Reports – Discussion Only

- 1. Tourism Report
- 2. Review and discuss hotel occupancy receipts – Discussion only

F. Adjournment

CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, on the following date and time: May 12, 2017 @ 4:45 pm.

Mary Raum, Tourism Marketing Manager

In compliance with the Americans with Disabilities Act, the City of Palestine will provide for reasonable accommodations for persons attending City Council meetings. Requests for accommodations or interpretive services must be made 48 hours prior to the meetings. Please contact the City Secretary's office for further information at 903-731-8414.



Simon Webster, Chairperson
Alex Patel, Vice Chair
Fran Lindsey
Randi Stringham

Rafael Hernandez
Stuart Whitaker
Susan Rand

Palestine Tourism Advisory Board
3/1/17 Meeting Minutes to be presented on 5/17/17 for board approval

The Tourism Advisory Board of Palestine met on Wednesday, March 1, 2017, 4 p.m., at the Palestine Economic Development Conference Room, 100 Willow Creek Parkway, Ste. A, Palestine, Texas. Attending were the following:

Members in Attendance:

Alex Patel
Fran Lindsey
Simon Webster
Rafael Hernandez
Susan Rand
Randi Stringham

Staff Present:

Mary Raum, ex-officio
A quorum was present.

CALL TO ORDER

Meeting was called to order at 4:07 p.m. by Simon Webster

Discussion & Action

1. Discussion and possible action on the RFP for the Tourism Master Plan –
 - This meeting was called to clarify and discuss the expenses that could be included in a professional Tourism Master Plan. Discussion was had about what would need to be done to develop our own in house. Simon Webster mentioned a community survey targeted to specific zip codes. Upon further discussion, it was decided that we would develop 2 surveys. The first survey would be a simple survey for staff and students who currently work in our local restaurants, hotels and in a customer facing position. The second would be a more detailed survey for the general public.
 - Alex Patel brought up the Retail Coach Survey and noted that we could use some of the data from that study completed by PEDC in 2012 to help us target areas of opportunity for our community related to tourism.
 - Board Member Randi Stringham suggested that we develop a sort of campaign for local residents to raise awareness about what Palestine has to offer. It could include familiarization tours. Board Member Susan Rand mentioned that we could do it for the students in the career tech programs as well. Mary mentioned that both programs are already in the process of being developed through Michelle Mason at PISD and the Texas Forest Trail Region's Texas Friendly Workshop.
 - Based on the discussion, Mary will begin to develop both surveys and will present her list of questions at the next board meeting on March 15, 2017.
 - No formal action was taken during this meeting.



Adjourn

Motion to adjourn was made by Board Chairman Simon Webster, Board Member Fran Lindsey second the motion, meeting adjourned at 5:17 p.m.

Date Approved:

Simon Webster, Tourism Advisory Board Chairman

Prepared by: Mary Raum, Marketing Manager

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Simon Webster, Chairperson
Alex Patel, Vice Chair
Fran Lindsey
Randi Stringham

Rafael Hernandez
Stuart Whitaker
Susan Rand

**Palestine Tourism Advisory Board
4/7/17 Meeting Minutes to be presented on 5/17/17 for board approval**

The Tourism Advisory Board of Palestine met on Wednesday, April 7, 2017, 10:00 a.m., at the Palestine Economic Development Conference Room, 100 Willow Creek Parkway, Ste. A, Palestine, Texas. Attending were the following:

Members in Attendance:

Stuart Whitaker
Fran Lindsey
Rafael Hernandez
Randi Stringham

Staff Present:

Mary Raum, ex-officio
A quorum was present.

CALL TO ORDER

Meeting was called to order at 10:19 p.m. by Stuart Whitaker

Board Discussion & Action

1. Discussion and possible action on El Camino 205: Texas Gravel Adventure HOT Application –
 - Staff presented the HOT Application for the El Camino 205: Texas Gravel Adventure. The application was reviewed and discussion was held on the potential impact for this event in 2017 for the City of Palestine. After a brief discussion, Board Member Fran Lindsey made a motion to approve the application for the El Camino 205: Texas Gravel Adventure in the amount of \$3,500 and have staff present the application to the City Council for consideration. Board Member Rafael Hernandez second the motion. With none in opposition, the motion carried.

Adjourn

Motion to adjourn was made by Board Rafael Hernandez, Board Member Stuart Whitaker second the motion, meeting adjourned at 10:41 a.m.

Date Approved:

Stuart Whitaker, Tourism Advisory Board Member

Prepared by: Mary Raum, Marketing Manager

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Simon Webster, Chairperson
Alex Patel, Vice Chair
Fran Lindsey
Randi Stringham

Rajael Hernandez
Stuart Whitaker
Susan Rand

**Palestine Tourism Advisory Board
4/26/17 Meeting Minutes**

The Tourism Advisory Board of Palestine met on Wednesday, April 26, 2017, 4:00 p.m., at the Palestine Economic Development Conference Room, 100 Willow Creek Parkway, Ste. A, Palestine, Texas. Attending were the following:

Members in Attendance:

Simon Webster, Chair
Alex Patel, Vice-Chair
Fran Lindsey
Rafael Hernandez
Randi Stringham

Staff Present:

Mary Raum, ex-officio
A quorum was present.

CALL TO ORDER

Meeting was called to order at 4:01 p.m. by Simon Webster

Board Discussion & Action

1. Discussion and possible action on Chamber of Commerce contract with the City of Palestine –
 - Staff presented the current contract that was adopted on Feb 27, 2012 to the board for review and discussion. The board reviewed the scope of services and compensation and it was determined by the board that the scope of detail requirements for compensation are not being met. A motion was made by Board Vice-Chair Alex Patel to recommend to the City to void the contract because the Chamber is not meeting the two part test for use for Hotel Occupancy Tax. Motion was second by Board Chair Simon Webster. With no further discussion, the motion was approved with all present in favor.
2. Review and discuss current stage of the Palestine Tourism Master Plan
 - Staff presented a document titled the Tourism Master Plan Community Assessment as the first phase in the development of the Tourism Master Plan. The document was reviewed and then brainstorming was discussed outlining the creation of a committee for the Community Assessment detailing who should be involved and strengths & weaknesses in infrastructure.

Staff Reports

1. Staff presented the Tourism Departmental Report for March 2017. Hotel Occupancy receipts are not posted to the comptroller website yet for March, so the report will always reflect that metric one month in the rear. Staff reported that hotel occupancy was +9.6% for January and +10.7% for February.

Adjourn

Motion to adjourn was made by Board Chair Simon Webster, Board Member Fran Lindsey second the motion, meeting adjourned at 5:10 p.m.



Hotel Occupancy Tax Funding Application

Organization Information

Name of Organization	Museum of East Texas Culture	
Address	400 Micheaux Avenue	
City/State/Zip	Palestine, Texas 75801	
Contact Person	Ben Campbell	
Contact Phone Number	Cell 713-540-6541	Work/Home 903-723-2546
Email	benc63@benzmail.net	
Website	http://museumpalestine.org	
Non Profit? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Federal Tax I.D.# 75-1823847	

Write a Short description about your organization:

The Museum for East Texas Culture is housed in a 100 year old building, built as Palestine High School in 1915/16. The Class of 1917 was the first graduating class and last class to graduate there was in 1939. The building housed the Junior High classes until 1966, then elementary classes until 1976. The museum opened in the building in 1982. The building was placed on the National Register of Historic Places in 1986.

The Museum for East Texas Cultures displays artifacts and information about the history of the region and has displays going back to the Paleo Indians who lived in East Texas and moves through history until near-current times.

The Museum offers historic displays of the architectural, cultural, industrial, and religious diversity of the region. The Museum also provides a venue for visual and performing arts.

The Museum is dedicated to preserving the history of Palestine and East Texas.

Proposal Information

Name of the Event/Project and a short description:	Preservation and restoration of an Ancel Nunn painting.
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Ancel Nunn lived and painted in Palestine for the last thirty years of his life. His art was considered 'Regionalist' in the same manner as works by Thomas Hart Benton and Grant Wood. In 1975, he was selected, along with five others, by the Chicago Tribune to paint a series of artworks to commemorate our nation's Bi-Centennial. Although his art already hung in offices and homes from coast to coast, the Bi-Centennial series greatly enhanced his popularity throughout the country. His paintings, lithographs, and books were highly prized.

Ancel had a studio and office at the Dillely Foundry property during the 1970's and painted a large 'Bright and Early' coffee sign on the wall of his studio (which served as the pattern and dye shop for the foundry). The painting is approximately eight feet wide and nine feet high.

The roof of the building housing this painting has collapsed, but did not damage the painting. It has deteriorated due to time, neglect and weather, but the **painting still exists**. The object of this project is to save this painting. To remove the wall with the painting will entail cutting two courses of brick, encasing the painting in a steel frame, backed by a steel frame and lay the painting down. The next step will be to tighten the steel frame so that none of the old bricks can shift. After the painting and bricks are secure, a cover will be placed over the painting and it will be moved to a secure location out of the weather. It will be restored there. The restoration process will be led by experts from the Tyler Museum of Art and the Texas Historical Commission.



Hotel Occupancy Tax Funding Application

To reach the restoration stage, we must preserve the painting by preserving the brick wall that it is on. This will entail removing trees that have grown into the wall, removing the roof that has fallen into the studio area, cutting the wall, installing a steel frame around the painting and removing it to the museum.

Duration of Event:

Start Date Est. June 15, 2017 End Date July 15, 2017

Amount of H.O.T funds requested?

\$10,000,00

Write or Attach a timeline of the event/project from planning to completion

Remove the roof that has collapsed and hangs (ceiling to floor) from the top of the wall that the painting is on...	Est. 10 days
Remove trees next to building and cut and secure the brick wall	10 days
Place cut-out painting in a steel frame	3 days
Secure bricks in frame	1 day
Place cover on painting	1 day
Move entire frame and painting to secure location	1 day
TOTAL	26 days

List other sources of funding:

Public donations.

Are there any partners in the community? (if so, Please list them below) Yes No

We are supported by the Museum of East Texas Culture and the Tyler Art Museum who have offered assistance. There have been no funds raised at this time. Expenditures to date have been private, out-of-pocket.

For clarification: The condition of the painting has just recently been discovered, that is the collapse of the roof. Our project is in the planning stage and just gaining momentum. We have strong support for the project from the community and we are organizing a committee to raise the additional funds needed to complete the project.



Hotel Occupancy Tax Funding Application

Eligible Funding Category for Request: See Policy for category descriptions

Convention and Visitor's Bureau

XX Promotion of the Arts

Historical Restoration and Museums

Promotion of Sporting Events

Signage

Has this project or event been conducted before? Yes NoXX

If yes, how many years/times?

Previous year attendance

Local Visitors _____

Out of Town Visitors _____

Projected attendance

Local Visitors _____

Out of Town Visitors _____

Hotel Rooms Booked

Number of rooms booked by participants in previous year _____

Number of rooms projected to be booked by this year's participants _____

If major increase/decrease in number of rooms booked is projected, please explain why:

Number of years that you have received H.O.T. funds? _____



Hotel Occupancy Tax Funding Application

Answer the following questions if applicable. If there is not enough space provided, you may attach additional pages to the back. Please indicate which question you are answering.

How does the project/event directly impact tourism in Palestine?

This painting will provide Palestine with the last piece of public art that Ancel Nunn painted. There are still a large number of Nunn enthusiasts throughout our community, as well as the state.

It will be available to be viewed by the citizens of Palestine as well as visitors to our city and provide them with an example of Nunn's work. The painting also represents a window to our past ...highlighting a product that was very popular from the 1920's through the 1950's. The painting is also a nostalgic reminder of the 'Bright and Early' coffee signs that were painted on barns and buildings throughout the Southwest.



Hotel Occupancy Tax Funding Application

How does the project/event directly promote and aid the convention and hotel industry? (i.e. increase overnight visitors)

There will be visitors from the Houston, Dallas, Austin, and San Antonio areas that will actually come to Palestine to see this painting.

A telephone call was received 5/3/17 asking about a "newly discovered" work by Ancel. The person was from Austin and had heard from a relative in Rusk that a "large, unknown" painting had been found in Ancel's studio.

The painting will be one more ... of many attractions in our town.

What outside marketing is going to be conducted and how will it be effective?

We are going to put an article in the Herald-Press prior to starting the project and we will document the progress.

After the painting is restored, we will contact previous supporters of Ancel's work, including several Art Magazines like Southwest Art, which featured several cover articles on Ancel.



Hotel Occupancy Tax Funding Application

How does the project/event contribute to Palestine?

Adds to the Arts available to the public in Palestine.

PROPOSED Revenues

Budgeted	
Revenues	
Donations	\$20,000
Entry Fees	
Vendor Fees	
Other	
Other	
Revenue Balance	\$20,000



Hotel Occupancy Tax Funding Application

PROPOSED Expenditures

This is designed to help create a comprehensive event budget. Your existing budget may be attached and must have all major categories included. Please note that additional information may be requested. Inclusion of an expense does not guarantee eligibility of grant fund reimbursement.

Budgeted	
Expenditures	
Staffing	0
	0
Supplies/Steel	5,000
Food and Beverage	0
Location Cost	0
Signage	0
Security	500
Misc	500
Labor/Welding	3,000
Trucking/Crain	3,500
Restoration	7,500
Expenditures Balance	20,000

PROPOSED Cost Break Down

Percent of Costs covered by H.O.T Funds?	50%
Percent of facility costs covered by H.O.T funds?	0
Percent of staff costs covered by H.O.T. Funds?	0
Total Costs	Estimated \$20,000

PROPOSED Marketing Breakdown \$\$

* NONE *



Hotel Occupancy Tax Funding Application

Newspapers Palestine Herald Press	Posters
Radio	Web
Flyers	Brochures
Social Media Museum web site and Face Book page	Other

I have read and agree to comply with the terms outlined in the Hotel Tax Funding Policy and draft Hotel Tax Funding Agreement

I certify that the information contained in this application is correct to the best of my knowledge and that I am authorized to make this application on behalf of the organization herein described for the purpose of receiving City of Palestine H.O.T. funds.

Date: May 5, 2017

Signature:

Printed Name and Title: Ben Campbell, Board Member
Museum for East Texas Culture

Attachments:

- List of current Board of Directors and staff
- Proof of Insurance
- Statement of Organization's Ability to Financially Support this Activity
- Bio and Photos

SUBMIT TO: Mary Raum 825 W. Spring Street, Palestine, Texas 75801 903-723-3014

Museum for East Texas Cultures
2017 Board Members

Museum Office		903-723-1914
President:	Chris Gouras	903-724- 7140
Vice President	Breezy Lake-Wolfe	903-724-3588
Treasurer	Joy Phillips	903-948-7724

Board Members

Stuart Whitaker	903-724-5940
June McCoy	903-724-0949
Norris White	903-729-5438
Garland Cotton	
Ben Campbell	903-723-2546
Bela Hafner	903-731-4109

Museum Staff

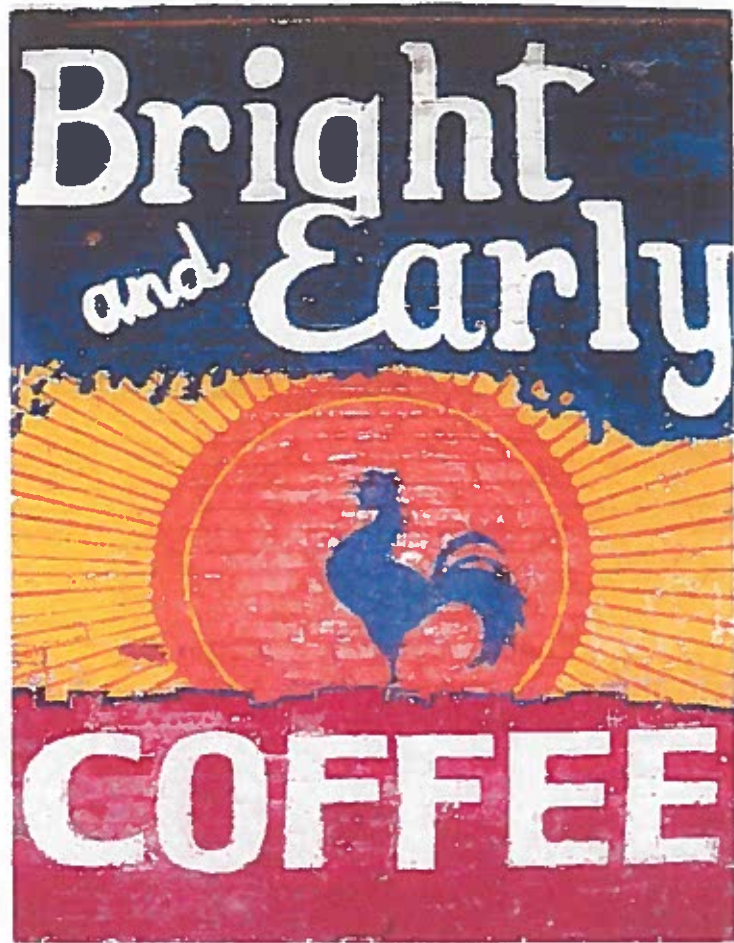
Director:	Dan Dyer	903-391-2224
Archivist:	Lizzi Langenkamp	
Staff:	Calvin Nicholson	

ANCEL E. NUNN was born in Seymour, Texas in 1928. He began to draw at age 12 and studied under noted Texas artists such as Doug Kingman and Alexander Hogue. In 1944, at the age of 16, Ancel won an honorable mention in the national Ingersoll Competition for his etching “The Domino Players”, which is now exhibited at the Carnegie Gallery in Pittsburgh. One of his watercolor paintings, “The Cock Fight”, won first place the following year in the same competition.

Nunn served in the United States Army with intermittent periods of active duty until 1969 when he retired from military service with the rank of Major. He and his family moved to Palestine in the same year and he set up his studio at The Foundry. The 1970’s saw Nunn’s work become very popular and his works were hung in Museums, offices, and homes throughout the country.

In 1980, Nunn moved to the compound he built and named Morning Town. There, he had the seclusion he treasured, in the quiet of the red, rolling hills just East of Palestine. Morning Town consisted of his studio, office & gallery, and home. After several years, he installed a large, stone press and began producing highly acclaimed lithograph prints.

Exhibits of Ancel’s art has been shown at the Museum of East Texas Culture, The Tyler Museum of Art, the University of Texas at Tyler, the Lyndon B. Johnson Library, the Institute of Texan Cultures, Laguna Gloria Museum, and the Carnage Gallery in Pittsburgh, Pennsylvania, along with private showings in New York, Washington D.C., and San Francisco. His work was featured three times in Southwest Art magazine and provided two covers. Nunn illustrated several books for A. C. Greene and Leon Hale. Although Ancel died in 1999, his work is still prized by his original followers and is a delight to the new eyes of younger generations.



2001



2008



Hotel Occupancy Tax Funding Application

Eligibility:

1. The applicant must be an organization or corporation governed by a board of directors.
2. The applicant or event must be located in the City's corporate limits, extraterritorial jurisdiction, or in sufficiently close proximity as to reasonably attract tourists to the City.
3. The applicant must demonstrate that the disbursement will directly enhance and promote the tourism, convention, and hotel industry by attracting visitors from outside of Palestine into the City or its vicinity.
4. The applicant must be a legal entity with legal capacity to enter into contracts.
5. The applicant must demonstrate that the programs or events are open and appropriate for the general public.
6. The applicant must demonstrate that it is in good financial standing and that financial safeguards are in place to protect public funds.

Application Process:

If you meet all the above criteria, complete the H.O.T. Application.

Submit the completed Application with estimates of event/project and completed estimates of revenue and expenditures (page 6), along with the following required attachments to the City of Palestine no less than 90 days before the event:

(documents must be single sided and unbound)

1. List of current Board of Directors and staff
2. Statement of Organization's Ability to Financially Support program or event
3. Proof of Insurance – level of Insurance depends upon event

First, City staff will review the application to verify that all information has been submitted. If there is missing information or documents, the City will notify the requesting organization of any additional needs. The application will be brought forward to the Tourism Committee for review within 30 days after it is determined to be complete.

At the time of review by the Tourism Committee, the organization may be asked to attend a committee meeting to present its request for H.O.T. funds. If funding is awarded by the Council, the organization is required to return two signed original funding contract documents prior to the event taking place. If the documents are not returned, that is considered a rejection of the funding offer.

Reporting and Reimbursement:

The organization is responsible for completing the Post Event Report Form with the finalized information explaining the use of Hotel Occupancy Tax Revenues within 45 days of the event. The organization must provide receipts for review to affirm that the expenses comply with Chapter 351 of the Tax Code.

Only expenses with receipts or invoices to be paid directly to vendors will be paid or reimbursed once they are approved by the City.

At its expense, the City of Palestine has the right to audit the books or financial records of any organization that receives Hotel Occupancy Tax revenues.

Any funded applicant must notify overnight lodging establishments of the upcoming event, and any promotional material must reference Palestine lodging establishments. In addition, list the City of Palestine as a sponsor/partner of the event or project, and/or approved city logo.



Hotel Occupancy Tax Funding Application

Organization Information

Name of Organization	Texas Archery Center, Inc.	
Address	1700 E Park Ave	
City/State/Zip	Palestine, TX 75801	
Contact Person	Alex Clamon	
Contact Phone Number	Cell 903-922-4399	Work/Home
Email	alexclamon@gmail.com	
Website	currently down due to virus, see texasarchery.org	
Non Profit? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Federal Tax I.D.# 81-3461171	

Write a Short description about your organization **Texas Archery Center, Inc. is a 501c3 that promotes archery training and education, and is working with the Y of Palestine to build an archery center at the Alex Patel Soccer Complex. It is host of the Texas State Archery Association 2017 State Outdoor Championship being held at the Alex Patel Soccer Complex.**

Proposal Information

Name of the Event/Project and a short description	Texas State Archery Association 2017 State Outdoor Combined Championships.	
Duration of Event:		
Start Date	June 23, 2017	End Date June 25, 2017
Amount of H.O.T funds requested?	1600	
Write or Attach a timeline of the event/project from planning to completion	Direct mail needs to be sent 1 month prior to the date of the tournament. Internet ads will be run for 2 weeks before the close of registration on June 19.	



Hotel Occupancy Tax Funding Application

List other sources of funding **Entry Fees.**

Are there any partners in the community? (If so, Please list them below) Yes No **Pint and Barrel, Hampton Inn,**

Eligible Funding Category for Request: See Policy for category descriptions

- Convention and Visitor's Bureau
- Promotion of the Arts
- Historical Restoration and Museums
- Promotion of Sporting Events
- Signage

Has this project or event been conducted before? Yes No

If yes, how many years/times? 1

Previous year attendance

Local Visitors 20

Out of Town Visitors 200

Projected attendance

Local Visitors 20

Out of Town Visitors 250+

Hotel Rooms Booked

Number of rooms booked by participants in previous year 149

Number of rooms projected to be booked by this year's participants 200

If major increase/decrease in number of rooms booked is projected, please explain why:

Archery is a very fast growing and popular sport. We have also added cash/equivalent prizes for the first time in our history, and need to communicate this to the public.

Number of years that you have received H.O.T. funds? 0



Hotel Occupancy Tax Funding Application

Answer the following questions if applicable. If there is not enough space provided, you may attach additional pages to the back. Please indicate which question you are answering.

How does the project/event directly impact tourism in Palestine?

We bring archers and families to Palestine for a 3 day tournament. Last year had 111 archers plus families and guests.

How does the project/event directly promote and aid the convention and hotel industry? (i.e. increase overnight visitors)

We calculated 149 hotel room nights from last year.



Hotel Occupancy Tax Funding Application

What outside marketing is going to be conducted and how will it be effective?

Direct Mail (costs of direct mail including postage, paper, design, printing, envelopes are in the 'Other' category below), Facebook ads, email(free).

How does the project/event contribute to Palestine?

Brings hundreds of out of town visitors.



Hotel Occupancy Tax Funding Application

PROPOSED Revenues

Budgeted	
Revenues	
Donations	
Entry Fees	8750
Vendor Fees	500
Other	
Other	
Revenue Balance	\$ 9,250.00

PROPOSED Expenditures

This is designed to help create a comprehensive event budget. Your existing budget may be attached and must have all major categories included. Please note that additional information may be requested. Inclusion of an expense does not guarantee eligibility of grant fund reimbursement.

Budgeted	
Expenditures	
Staffing	\$ 500.00
Audio Visual/Entertainment	\$ 250.00
Supplies	\$ 3,700.00
Food and Beverage	\$ 0.00
Location Cost	\$ 200.00
Signage	\$ 100.00
Security	\$ 200.00
Grounds keeping	\$ 0.00
Marketing/Promotion	\$ 2,000.00
Other	
Other	
Expenditures Balance	\$ 6,950.00



Hotel Occupancy Tax Funding Application

PROPOSED Cost Break Down

Percent of Costs covered by H.O.T Funds? 23%
Percent of facility costs covered by H.O.T funds? 0%
Percent of staff costs covered by H.O.T. Funds? 0%
Total Costs \$ 1,600.00

PROPOSED Marketing Breakdown \$\$

Newspapers	Posters \$ 140.00
Radio	Web
Flyers \$ 360.00	Brochures
Social Media \$ 400.00	Other \$ 700.00

I have read and agree to comply with the terms outlined in the Hotel Tax Funding Policy and draft Hotel Tax Funding Agreement

I certify that the information contained in this application is correct to the best of my knowledge and that I am authorized to make this application on behalf of the organization herein described for the purpose of receiving City of Palestine H.O.T. funds.

Date: 5/10/17

Signature: *Alex Clamon*

Printed Name and Title: Alex Clamon, Director, Texas Archery Center, Inc.

Attachments:

- List of current Board of Directors and staff
- Proof of insurance - *Residing Room Carrier*
- Statement of Organization's Ability to Financially Support this Activity

SUBMIT TO: Mary Raum 825 W. Spring Street, Palestine, Texas 75801 903-723-3014

Addendum to HOT Funds Application

Board Members:

1. Glenn A. "Alex" Clamon
2. Thomas M. "Tom" Clamon
3. Amy Honeycutt

Statement of Financial Ability to Support

The organization, Texas Archery Center, Inc has the funds to support the tournament.

Proof of insurance is pending from the carrier. There are several layers of coverage, first being the Y of Palestine, then USA Archery, Texas State Archery Association, and Finally the club level coverage.