

**ALAMO TRUST, INC. BOARD OF DIRECTORS  
MEETING MINUTES  
April 20, 2023**

**TIME AND PLACE OF MEETING**

A meeting of the Board of Directors (the “Board”) of Alamo Trust, Inc., a Texas nonprofit corporation (the “Corporation”), was held in the Crockett Conference Room, located at 321 Alamo Plaza, San Antonio, Texas 78205, on Thursday, April 20, 2023 at 9:00 a.m., local time, pursuant to a meeting notice duly given to all of the members of the Board in accordance with Section 3.07 of the Third Amended and Restated Bylaws of the Corporation.

**ATTENDEES**

The following directors attended the meeting:

Welcome Wilson, Jr., Chairman  
Hope Andrade, Treasurer  
Peter J. Holt

The following directors attended the meeting via video conference:

Francisco Cigarroa  
Adrian Piloto, Texas General Land Office (GLO) Advisory Director

Will Hurd was not present at the meeting.

At the invitation of the Board, the following also attended the meeting: from the Corporation, Kate Rogers, Jill DeYoung, Daniela Serna, Lisa Tapp, Greg Campbell, and Sheila Mayfield; from the Texas General Land Office, Jeff Gordon, General Counsel; and from the Corporation’s consultants from VantageCFO, LLC, Ray DeLaughter, Gallagher & Associates, Patrick Gallagher

It was confirmed that all participants in the meeting could hear and be heard by all other participants in the meeting.

**QUORUM AND CALL TO ORDER**

Welcome Wilson, Jr., Chairman of the Board (the “Chairman”), called the meeting to order at 9:09 a.m. Based on the number of directors in attendance at the meeting, it was determined that a quorum was present and that the meeting could proceed.

**APPROVAL OF PRIOR MEETING MINUTES**

The first order of business before the meeting was the review of the minutes of the Board meeting held on Thursday, February 3, 2023 (the “Minutes”). The Minutes were reviewed, which were in the form of the drafts previously submitted to the Board. Upon motion duly made by Peter J. Holt and seconded by Hope Andrade, the Board unanimously approved the Minutes.

**PUBLIC COMMENT SESSION**

The meeting was then opened to public comment. The Chairman determined that no members of the public were in attendance and that no members of the public had requested to make comments at the meeting. Accordingly, no public comments were offered to the Board.

## **BUSINESS CONDUCTED AT THE MEETING**

### **Executive Director's Report**

Kate Rogers, Executive Director of the Corporation, provided reports on the Corporation including information on cultivation events, IPW conference, security/Rangers, marketing and social media efforts, Salute event for the opening of the Collections Center, development latest fundraising numbers, 1724 gala, departmental updates in Education, Interpretation, Guest Experience, Living History, Archaeology and progress on the Alamo Plan especially with the Mission Gate & Lunette and legislative appropriation.

### **Treasurer's Report**

Lisa Tapp, CFO of the Corporation presented Financial Reports related to the Corporation as of March 31, 2023, including a Statement of Activities (revenues and expenses) for Fiscal Year 2023, as well as one for Fiscal Year 2018 to March 2023 for the Alamo Plan Only. Lisa presented a Statement of Financial Position (assets and liabilities) as of March 31, 2023. She also provided a Cash by Fund Category report as of March 2023, along with a Weekly Cash Report, AP Expenses by Program (reflecting Funds 290-295 for Fiscal Year 2018 to March 2023) and an AP Log Summary Specific to Fund 290 through December 31, 2022. She informed the Board that they have accomplished the majority of the work to transition into the new financial software system with more comprehensive reporting, clearer account coding, and better planning and budgeting. Lisa has done this while communicating with the auditors along the way and will work on budget to actuals next. The hope is for this new software to integrate with marketing/ticketing as well as development CRM software. She is confident this new transition will allow for improved oversight.

## **ATI PRESENTATION: MARKETING – COLLECTIONS CENTER**

Sheila Mayfield, Senior Director of Marketing and Communications reported the latest ticket sales update for the Collections Center since it's Grand Opening on March 3, 2023. She provided a breakdown of tour sales and attendance in various locations on our grounds. Sheila reported on her team's current effort to continue marketing ticket sales to the Collection Center.

## **CONSULTANT PRESENTATIONS:**

### **GALLAGHER & ASSOCIATES – SCULPTURE TRAIL**

Patrick Gallagher of Gallagher & Associates presented an update on the Sculpture Trail. Patrick shared with the Board the layout plan to date and plans to uniform the granite bases and language on each plaque. The idea is to have a QR code or something similar in nature to add so visitors can scan.

### **WESTEAST DESIGN – EDUCATION CENTER**

Tim Baisdon of WestEast Design presented an update on the Alamo Education Center. He reported the Learning Stair has gained some footage to accommodate 120 people, along with other newly developed

spaces like Maker's space, lunch space, storage (including that of movable furniture), audiovisual, IT, staircase library, as well as updates to the 2<sup>nd</sup> floor to include a patio. Next step is to present the 50% Schematic Design at the Texas Historical Commission (THC) meeting this July and the goal is to open on or before summer of 2024.

#### **MISSION GATE & LUNETTE & PLAZA DE VALERO**

OJB was not present at the meeting. Kate provided an update that we are currently working on the interim plan and the permanent plan will begin after the IPW conference in May. This work will include the statutes.

#### **EXECUTIVE SESSION**

At 10:50 a.m. local time, the Board went into executive session to discuss issues related to legal matters. No Board action was taken during the executive session. The Board returned from executive session at 11:10 a.m., local time.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

None.

#### **ADJOURNMENT**

There being no further business to come before the meeting, upon motion duly made by Hope Andrade and seconded by Peter J. Holt, this meeting of the Board adjourned at 11:15 a.m. local time.

---

Hope Andrade, as acting Secretary of the Meeting