

**CITY OF SAN MARCOS COMMUNITY DEVELOPMENT BLOCK GRANT
PY2026-2027 PROJECT APPLICATION**

NOTE: This form IS NOT TO BE USED by applicants seeking funds to support social services programs. A separate application form for "Public Services" is available and should be used for programs of that nature.

I. APPLICANT SUMMARY INFORMATION

Please spell out organization name and program name completely, without acronyms.

Applicant Organization: Calaboose African American History Museum

Contact Name, Title: Jo Ann Parsons, Board President

Telephone: 737-335-6674

Contact E-Mail Address: jparsons11@liberty.edu Website: www.calaboosemuseum.org

Mailing Address: P.O. Box 481 San Marcos, Texas 78667

Who is authorized to execute program documents? (Name, Title) Jo Ann Parsons, Board President

PROJECT SUMMARY INFORMATION

Project Name: Mitchell Center Rehabilitation, Design Phase II

Project Location: 715 Valley Street, San Marcos, Texas 78666

Amount of CDBG Funds Requested: \$75,000.00

What percentage of the cost of this project is requested as funding through this application? 75%

A. PROJECT SCOPE:

Please check all statements that apply to this project:

- All project design work is complete for this project (plans, specifications, etc.)
- This project will include selection of professional service providers (architect, engineer, etc.)
- This project includes acquisition of real property
- This project includes the rehabilitation of existing buildings
- This project includes new construction
- (partial)* This project includes demolition of existing structures

X (*museum*) This project includes a public facility (such as a senior center)

II. SHORT ESSAY QUESTIONS

All questions must be answered. Please type your answers. Application evaluations will be based on, but not necessarily limited to the criteria stated in each section.

OVERVIEW

1. Summarize the project for which funding is being requested, the benefit it provides, and the people it serves.

The Calaboose African American History Museum (CAAHM) seeks funding to transform The Mitchell Center, a historic former army barracks and former Dunbar School Annex, into an expanded museum and archive space. Specifically, the funds will support hiring an architect and MEP engineer to create detailed drawings and specifications that preserve the building's historic character while adhering to modern museum standards, enabling the selection of a qualified contractor to execute the renovations.

This project addresses the critical need to preserve and broaden access to Black history in Hays County by converting a vacant historic structure into a dynamic museum hub. It will relieve spatial limitations at the existing Calaboose Museum, facilitating comprehensive exhibits, archives, and programs that honor the heritage of the Dunbar neighborhood. The renovated Mitchell Center will primarily serve San Marcos residents, with a special focus on the Dunbar community, by fostering cultural pride, strengthening identity, and offering educational opportunities through engaging exhibits and events. Additionally, its location near I-35 will attract heritage tourists, stimulating economic growth for local businesses and benefiting the broader Central Texas region.

COMMUNITY NEED AND JUSTIFICATION –20 POINTS

Evaluation: documentation and justification of the need for the project in the City of San Marcos.

1. Describe in detail the need for this project in San Marcos.

The Mitchell Center rehabilitation project addresses San Marcos' urgent need to preserve and expand access to Black heritage in the historic Dunbar neighborhood—a Reconstruction-era community central to Black education, culture, and resilience post-emancipation. The current Calaboose African American History Museum, housed in a former jail and U.S.O. building, suffers from spatial limitations that restrict exhibits, archives, and programs on Hays County's Black history, including Dunbar artifacts and stories of figures like Eddie Durham and Ollie Giles. City-approved expansions, including the 2024 transfer of the Mitchell Center, aim to create an immersive hub, but rehabilitation is essential to prevent loss of this legacy. Aligned with the San Marcos City Council Strategic Plan (2022-2026) and Vision SMTX Comprehensive Plan, the project boosts economic vitality, neighborhood preservation, and community assets by transforming a vacant building into a museum that draws tourists, fosters cultural pride in Dunbar, and promotes equity amid rapid urban growth.

2. Has the need for this project been increasing in recent years?

Yes, the need for the Mitchell Center rehabilitation project has intensified in recent years due to rising visitation at the CAAHM, which has prompted expansion plans to accommodate more exhibits, tours, and rentals. San Marcos' population has grown rapidly with increasing diversity, including a Black community comprising about 7% of residents, amplifying calls for dedicated spaces to celebrate and educate on Black heritage, particularly in the Dunbar neighborhood.

Aligning with the City Council's Vision SMTX Comprehensive Plan and the 2025-2026 Annual Action Plan, which prioritize quality of life, sense of place, downtown vitality, and neighborhood preservation, this project addresses the scarcity of Black-focused institutions in Hays County by transforming the space-limited CAAHM into a vital cultural hub.

IMPLEMENTATION –15 POINTS

Evaluation:

- *The application demonstrates that resources needed to manage the proposed project are available and ready.*
- *Applicant has clearly defined objectives focusing on results and measurable outcomes*
- *Past performance on projects funded by CDBG has met expectations.*

1. Are all resources in place to be able to implement this project? If not, what is missing?

No, not all resources are in place to implement the Mitchell Center rehabilitation project. While the CAAHM has recently completed a comprehensive Preservation Plan report for the building in collaboration with Preservation Texas, which outlines essential recommendations for physical improvements to preserve its historic integrity and adapt it for museum use, the project lacks detailed architectural and engineering designs to execute these recommendations. The requested funding will enable the hiring of a qualified architect and engineer to develop these designs, allowing for the selection of a contractor through a bid process and achieve full implementation through a construction phase.

2. What specific, measurable outcomes or results do you hope to achieve with this project?

The Mitchell Center rehabilitation project aims to achieve the following specific, measurable outcomes:

1. **Increased Visitation and Diversity:** Boost annual visitor counts by at least 25% within 12–24 months post-completion, tracked via attendance logs and demographic data, compared to baseline figures from the current Calaboose Museum. Post-visit surveys will measure satisfaction and confirm attraction of diverse residents and tourists through rotating exhibits, events, and retail offerings. These outcomes align with the San Marcos City Council Strategic Plan's priorities for Quality of Life, Downtown Vitality, and Neighborhood Preservation, evaluated through annual progress reports.
2. **Enhanced Museum Functionality and Capacity:** Expand archival and storage space by 50% within 6–12 months, verified by inventory audits, to alleviate constraints at the Calaboose Museum with staff feedback surveys confirming improved artifact safety and operational efficiency.
3. **Improved Community Engagement and Pride:** Establish the Mitchell Center as an orientation hub for the CAAHM and Dunbar/Victory Gardens neighborhoods, measured by a 30% increase in tour participation and social media engagement within the first year. Resident surveys will assess enhanced cultural pride and identity, aiming for positive responses on its role in fostering sense of place.
4. **Economic and Operational Sustainability:** Generate initial retail sales revenue of \$5,000 annually, tracked through financial reports, while ensuring full grant compliance via documented milestones and audits.

IMPACT AND COST EFFECTIVENESS –20 POINTS

Evaluation:

- *impact on the identified need*
- *implementation costs compared to impact*
- *use of available resources (financial, staff, volunteer)*
- *impact compared to other applicants*

1. Describe in detail the impact this project will have on the identified need and on San Marcos residents.

The Mitchell Center rehabilitation project addresses the urgent need to preserve Black heritage in San Marcos by restoring the last remnant of the historic Dunbar School into a modern museum and archive for the CAAHM, Hays County's only such institution. It resolves the building's outdated infrastructure that hinders museum functions like climate-controlled storage, ADA-accessible exhibits, and public events, based on CAAHM's assessments and our recent Preservation Plan report.

The expansion relieves spatial limits at the current Calaboose site, enabling immersive exhibits on local figures like Eddie Durham, educational programs on emancipation history, and community engagement that builds pride and identity in the Dunbar neighborhood amid growth. For all residents, it fosters inclusivity through tours, workshops, and events that link past and present, enhancing social cohesion. Economically, it boosts heritage tourism by attracting visitors to underserved Black history markets, creating jobs, and supporting local businesses while aligning with city plans for inner city vitality and preservation. Residents gain improved quality of life through equitable cultural access, empowering groups and ensuring the city's diverse legacy persists amid rising interest in Black narratives.

2. Briefly describe other funding sources, volunteers, or in-kind donations that will be used for this project.

To support the Mitchell Center rehabilitation project, the CAAHM will leverage additional funding sources beyond primary CDBG grants, including grants from the Burdine Johnson Foundation and financial contributions from the Heritage Association of San Marcos, Community Action, and The Broke Thespians. Local fundraising campaigns will cover ancillary costs, enhancing cost-effectiveness and community involvement. Volunteers from Texas State University, JobCorps, and local nonprofits will provide in-kind support for operations, tours, and events, building on CAAHM's established volunteer program. These resources ensure timely completion and maximize the project's impact on cultural preservation.

COMMUNITY SUPPORT – 15 POINTS

Evaluation:

- *A minimum of three letters of reference that indicate strong local support for the project and the agency's ability to implement it as described in the application. Letters must be in support of the specific project requesting funding, not the agency as a whole. Letters will preferably be from San Marcos residents as well as direct beneficiaries of the project.*
- *Evidence that board members are actively involved in and supportive of the agency*

1. What actions do Board members take to support the programs of the agency?

The CAAHM operates with a dedicated volunteer Board of Directors that functions as a working board, organized into committees with specific assignments to drive its mission. With only one part-time staff member currently and plans to hire a full-time director, board members take hands-on responsibility for core operations, including developing and delivering educational programs, events, and activities tailored for the community, adults, and children to promote Black history and culture; acquiring, maintaining, and curating artifacts, collections, and exhibitions, including exhibit design to ensure engaging and accurate representations of Hays County's Black heritage; overseeing archival management and maintaining the physical facilities, such as the main museum and the annexed Cephas House; and handling operations and outreach through opening the museum and serving as docents every Saturday, hosting events, recruiting and managing volunteer docents, liaising with the City of San Marcos, and conducting fundraising, grant applications, and financial management to sustain and expand programs. This active involvement reflects the board's commitment to 3-year terms, regular monthly meetings, and annual dues, ensuring the museum's programs thrive despite limited staffing.

COUNCIL PRIORITIES - 20 POINTS

1. How long has this agency served San Marcos residents? (10 points if at least 2 years)

30 years. (Calaboose)

2. In what ways does your agency actively conduct outreach to engage San Marcos residents in its programs and services? How will San Marcos residents access those services? (up to 10 points)

The CAAHM actively conducts outreach to engage San Marcos residents through hosting and partnering on community events, educational collaborations, and volunteer-driven initiatives to promote Black history and culture in Hays County. Key outreach efforts encompass organizing awareness-raising events such as the annual Eddie Durham Jazz Fest in October, Juneteenth celebrations with cultural programming, and Black History Month activities in partnership with Texas State University, featuring youth-oriented art celebrations and educational sessions.

CAAHM collaborates with organizations like the Dunbar Heritage Association for events such as the MLK parade, displays artifacts from the San Marcos Regional Airport museum to broaden visibility, and works with local school districts like San Marcos CISD to facilitate class projects, field trips, and scholarships for graduating seniors, fostering intergenerational dialogue and hands-on learning. Additional partnerships include TXST's Bobcat RISE program for internships and community service opportunities at the museum.

Public lectures, panel discussions, film screenings, and rotating exhibits on topics like Blacks in the military, civil rights, and local history further engage residents, while volunteer docents lead tours and staff events to build personal connections and support daily operations.

RISK - 10 POINTS

1. How many years' experience does the agency have in implementing a project of this size and complexity? (5 points if more than 5 years)

Less than five years.

2. What percentage of the project's funding is non-City? (5 points if at least 50%)

25% from private funding and donations.

III. BENEFICIARIES

The CDBG program allows several different methods of documenting that a project benefits low to moderate income persons. *Direct Benefit* projects provide services directly to an individual or family; for example, a housing rehabilitation project is a Direct Benefit project. *Area Benefit* projects benefit a geographic location; for example, a Sidewalk Project.

A. DIRECT BENEFIT PROJECTS:

Applicant must be able to document that at least 51% of the beneficiaries have an annual income that is at or below 80% of the Area Median Income and are San Marcos residents.

- 1. How many unduplicated individuals or households are expected to be served by this project? 28,000 estimated households

Presumed Benefit: Activities that exclusively serve a group of persons in any one or a combination of the following categories may be presumed to benefit a population in which at least 51% of the population is low-to-moderate income. Individual income verification is not required, although residency and other client statistics must be collected. The Presumed Benefit categories are:

a. Elderly persons (62 or older)	e. Battered spouses
b. Homeless persons	f. Abused children
c. Persons living with AIDS	g. Migrant farm workers
d. Illiterate persons (includes non-English speakers)	h. Severely disabled adults (Census Bureau definition)

- 2. Will all the program’s beneficiaries be in a Presumed Benefit Category? Yes or No
If “yes”, list the categories: _____
- 3. If the program’s beneficiaries cannot be considered “Presumed”, how will income eligibility be determined?
 Projection of the individual or family’s income based on family size; or,
 Other. Please provide details of how eligibility will be determined:
Museum located in a low-income community serving low-moderate income people

B. AREA BENEFIT PROJECTS:

Some projects, such as a senior center or a park, serve an area rather than individual persons. HUD defines an area benefit project as an activity which is available to benefit all the residents of an area which is primarily residential. To meet the eligibility requirement of benefitting low to moderate persons, the area served must be an area where at least 51% of the residents are low/mod income persons. Most, but not all, San Marcos residential neighborhoods are low/mod.

- 1. Will this project be available to benefit all persons in the service area? Yes No
- 2. Are the neighborhoods that will benefit from this project primarily residential? Yes No

If “No”, please explain: _____

- 3. What neighborhoods will benefit from this project? Please list either individual neighborhoods or describe the boundaries that will define the service area:

The Mitchell Center will serve as a museum benefiting the Dunbar Community and City of San Marcos residents for touring and educational purposes.

C. PUBLIC FACILITY PROJECTS

In the CDBG program, Public Facilities are broadly interpreted to include all improvements and facilities that are either publicly owned or that are traditionally provided by the government, or owned by non-profit organizations, and operated so as to be open to the general public. Facilities providing shelter for persons having special needs are also considered to be public facilities.

- Public facility projects cannot include the costs of operating and maintaining public facilities, costs of purchasing construction equipment, the costs of furnishings and other personal items such as uniforms, or new construction of public housing.
- Public facilities are intended to benefit all the residents of an area; thus, in most cases it must serve an area having at least 51% low/mod population.
- Public facilities owned by a nonprofit must be made available to the general public and must be open for use by the general public during all normal hours of operation.
- Reasonable fees may be charged for the use of the facilities assisted with CDBG funds, but charges, such as excessive membership fees, which will have the effect of precluding low/mod income persons from using the facilities, are not permitted.

1. Who is/will be the owner of the facility? Calaboose African American History Museum

2. Will fees be charged for the use of the facility? Yes or No

If yes, please attach a fee schedule.

3. How will the facility be made available to the general public? The Mitchell Center will be open to the public during business hours and Saturdays. It will be available for private tours and educational programs for local schools.

FUNDING HISTORY

1. Has your organization received CDBG funding in the past 5 years? Yes No

2. If yes, how were the funds used? The funds are on hold by the City of San Marcos until additional funds are acquired. All work is being done with Calaboose fund currently. The Calaboose funds are through fundraising, grants, and donations. To secure additional funds the Calaboose is meeting with the other organizations in March 2026.

3. Is the project complete? Yes No If no, explain status and expected completion date:

Expected completion date: September 2027. On 12/18/2024 the City of San Marcos conveyed the Mitchell Center over to the CAAHM.

LINE ITEM BUDGET

Please use the following format to present your proposed line-item budget. Secured funds are funds on-hand, pledged, or awarded. City Council has waived fees for Construction Permitting and Development Code Processes for CDBG projects. Impact fee charges, when applicable, are not waived. Round budget numbers to the nearest dollar.

CDBG funds cannot be spent or obligated until final environmental clearance for the project has been obtained. HUD has interpreted "obligated" to mean that we cannot execute contracts or take bids as that will "obligate" funds. The environmental review is generally prepared by the City's CDBG staff. .

Budget Item	Total Budget	CDBG Funding Proposed	Other Funding Source(s)	Secured Funds available at project start	Additional Funds Needed to Complete Project
Project Soft Costs					
Architectural Services	\$90,000.00	\$64,000.00	\$26,000.00	\$26,000.00	\$0.00
MEP Engineering	\$60,000.00	\$6,000.00	\$54,000.00	\$54,000.00	\$0.00
Project Hard Costs					
Environmental Testing (lead paint, etc.)	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
Dumpsters / Fencing/ Portable Toilets, etc.					
Demolition / Clearance Expenses					
Rehabilitation or New Construction Costs					
Property Acquisition					
Other					
BUDGET TOTAL	\$155,000.00	\$75,000.00	\$80,000.00	\$80,000.00	\$0.00

V. PROJECTED IMPLEMENTATION SCHEDULE WITH PERFORMANCE GOALS

The first activity should be environmental review. Projects that do not impact the physical environment generally take about 15 days for environmental review – this would include public services, professional services, homebuyer assistance.

Projects that will potentially have a physical impact on the environment (construction or demolition, for example) generally take 45 to 60 days for environmental review. If the project is in a FEMA floodplain, add 30 additional days.

Please include reasonable time for competitive procurement activities, including procurement of professional service providers.

Projected Start Date: May 2026 **Projected Completion Date:** February 2027

Projected Implementation Schedule with Performance Goals			
Activity Description	Start Month/Year	End Month/Year	Performance Measurement Goal
Procurement of Professional Services (Arch & MEP Eng.)	May 2026	June 2026	Executed Contract
Design Phase	June 2026	December 2026	Completed Construction Documents
Bid Phase	January 2027	February 2027	Contractor Selected

Does it include a procedure for filing grievances? Yes No

Does it include a non-discrimination clause? Yes No

6. Does your organization maintain a written code or standards of conduct that governs the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds?

Yes No

7. Separation of duties for financial transactions regarding this project (respond with job title):

a. Who will approve payment of incurred expenses? Jo Ann Parsons

b. Who will prepare the payment check? Marilyn Nwaokobia

c. Who will sign checks paying project expenses? Marilyn Nwaokobia

d. Who posts the transaction to your financial records? Marilyn Nwaokobia

e. Who reconciles monthly bank statements? Michael Abild, CPA – 512-753-9455

ACCESSIBILITY OF PROGRAMS AND SERVICES

1. Are all facilities to be served by the program ADA Accessible? Yes No

2. Do you have a Section 504 (ADA) Self-Evaluation on file? Yes No

3. How will you provide services to persons with Limited English proficiency? We have a bilingual board member who currently assists with this accommodation. She will continue to support our programs.

INSURANCE, BONDING, AND WORKER'S COMPENSATION

1. Does your organization have liability insurance coverage? Yes No

2. If yes, in what amount? \$1,000,000.00

3. Does your organization pay worker's compensation in accordance with Federal and state laws?
 Yes No N/A

4. Does your organization have fidelity bond coverage for principal staff members who handle the organization's accounts? Yes No

5. Will vehicles owned by the organization be used in conjunction with the proposed project?
 Yes No

6. If yes, what level of liability insurance is maintained on the vehicles? N/A

VII. CONFLICTS OF INTEREST (24 CFR 570.611; 24 CFR 85.36; AND 24 CFR 84.42)

Two sets of conflict-of-interest provisions apply to activities carried out with CDBG funding. The first set, applicable to the procurement of goods and services by subrecipients (*funded applicants*), is the procurement regulation found in the *Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards as codified in Title 2, Part 200 of the Code of Federal Regulations*. The second set of provisions is located at 24 CFR 570.611(a)(2).

With respect to procurement activities, the subrecipient must maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. At a minimum, these standards must:

1. Require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict would be involved. Such a conflict would arise when any of the following parties has a financial or other interest in the firm selected for an award:
 - An employee, officer, or agent of the subrecipient;
 - Any member of an employee's, officer's, or agent's immediate family;
 - An employee's, agent's, or officer's partner; or
 - An organization which employs or is about to employ any of the persons listed in the preceding sections.
2. Require that employees, agents, and officers of the subrecipient neither solicit nor accept gratuities, favors, or anything of value from contractors or parties to sub-agreements. However, subrecipients may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value.
3. Provide for disciplinary actions to be applied for any violation of such standards by employees, agents, or officers of the subrecipient.

With respect to all other CDBG-assisted activities, the general standard is that no employee, agent, or officer of the subrecipient who exercises decision-making responsibility with respect to CDBG funds and activities is allowed to obtain a financial interest in or benefit from CDBG activities, or have a financial interest in any contract, subcontract, or agreement regarding those activities or in the proceeds for the activities. Specific provisions include that:

- The requirement applies to any person who is an employee, agent, consultant, officer, or elected or appointed official of the City, a designated public agency, or a subrecipient, and to their immediate family members and business partners.
- The requirement applies to such persons during their tenure and for a period of one year after leaving the grantee or subrecipient organization.
- Upon written request, exceptions may be granted by HUD on a case-by-case basis.

CONFLICT OF INTEREST QUESTIONNAIRE

NOTE: For the purpose of this form, a “covered person” includes any person who is an employee, agent, consultant, officer or elected or appointed official of the City of San Marcos, your organization, or any designated public agency.

Name of Organization: Calaboose African American History Museum

1. Does your organization maintain a written code or standards of conduct that governs the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds?

Yes No If “No” is checked, please explain how you will comply with this requirement:

2. Are any of your Board Members or employees that are responsible for carrying out this project or members of their immediate families or their business associates also:

a. Employed by the City of San Marcos? Yes No

b. Members of or closely related to members of the San Marcos City Council? Yes No

c. Members of or closely related to an employee of the City of San Marcos? Yes No

d. Current beneficiaries or related to beneficiaries of the project for which funds are requested?

Yes No

e. Paid providers of goods or services to the program or having other financial interest in the program or related to such individuals? Yes No

3. For **each** relationship described above, please answer the following questions: (attach additional page if necessary)

a. Name of employee or official: N/A

b. Is this person receiving or likely to receive taxable income from your organization?

Yes No

c. Is your organization receiving or likely to receive taxable income from or at the direction of the employee or official AND the taxable income is not from the City of San Marcos?

Yes No

d. Is your organization affiliated with a corporation or other business entity in which the employee or official serves as an officer or director, or holds an ownership interest of 10% or more?

Yes No

4. Describe any other affiliation or business relationship that might cause a conflict of interest with respect to CDBG funds and activities. N/A

5. Will any of your organization’s employees, officers, board members, or members of their immediate family or business partners have a financial interest in any contract, subcontract, or agreement regarding CDBG funded activities?

Yes No . *If yes, please attach an explanation.*

VIII. APPLICANT ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies with respect to this project or program, by the submission of this application, that the following are true statements:

1. It possesses legal authority to apply for the grant and to finance the proposed request; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards as codified in Title 2, Part 200 of the Code of Federal Regulations (UAR) and agrees to adhere to the accounting principles and procedures required therein, utilizing adequate internal controls and maintaining necessary source documentation for all costs incurred.
3. If it expends \$750,000 or more of federal funds in a fiscal year, it will comply with the Single Audit Act of 1984.
4. It will comply with the provisions of Executive Order 11988, relating to evaluation of flood hazards, and Executive Order 11990, relating to protection of wetlands. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, and approved December 31, 1976. Section 102(a).
5. It will have sufficient funds available or the ability to obtain the non-federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purposes constructed.
6. It will give the City and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the City that funds have been approved and that the project will be performed to completion with reasonable diligence.
8. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this agreement.
9. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646), which provides for fair and equitable treatment of persons displaced because of federal and federally-assisted programs.
10. It will comply with the provisions of the Hatch Act, which limit the political activity of employees.
11. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act as they apply.
12. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the city/federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be utilized in the project is under consideration for listing by the EPA.
13. It will assist the city/federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.).

14. It will comply with Texas Civil Statutes, Article 5996a, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree by affinity or third degree by consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
15. It will ensure that all information collected, assembled or maintained by the applicant relative to this project shall be available to the public during normal business hours in compliance with Texas Civil Statutes, Article 6252-17a, unless otherwise expressly provided by law.
16. It will conduct and administer the program in conformity with the Fair Housing Act (42 USC Section 3901 et. Seq.) and that it will affirmatively further fair housing.
17. It will minimize displacement of persons because of activities assisted with CDBG funds. If displacement of residential dwellings will occur in connection with a grant-assisted project, it will follow a residential anti-displacement and relocation assistance plan as specified by the City of San Marcos.
18. It certifies that it is not now, nor has it ever been, on the Federal List of Debarred Contractors.
19. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with such funds by assessing any amount against properties owned and occupied by persons of LMI, including any fee charged or assessment made as a condition of obtaining access to such public improvements unless (a) such funds are used to pay the proportion of such fee or assessment that related to the capital costs of such public improvements that are financed from revenue sources other than such funds; or (b) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, applicant certifies that it lacks sufficient funds under this contract to comply with the requirements of clause (a).
20. It agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart J and subpart K of these regulations, except that (1) the Agency does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) Agency does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. Agency also agrees to comply with all other applicable Federal, State, and local laws, regulations, and policies governing the funds provided. Agency further agrees to utilize funds available to supplement rather than supplant funds otherwise available. Agency shall comply with all applicable Federal laws, regulations, and requirements, which include compliance with the provisions of the HCD Act and all rules, regulations, guidelines, and circulars promulgated by the various Federal departments, agencies, administrations, and commissions relating to the CDBG Program. The applicable laws and regulations include, but are not limited to:
 - 24 CFR Part 570;
 - 24 CFR Parts 84 and 85;
 - The Davis-Bacon Fair Labor Standards Act;
 - The Contract Work Hours and Safety Standards Act of 1962;
 - Copeland "Anti-Kickback" Act of 1934;
 - Sections 104(b) and 109 of the Housing and Community Development Act of 1974;
 - Section 3 of the Housing and Urban Development Act of 1968;
 - Equal employment opportunity and minority business enterprise regulations established in 24 CFR part 570.904;
 - Non-discrimination in employment, established by Executive Order 11246 (as amended by Executive Orders 11375 and 12086);
 - Section 504 of the Rehabilitation Act of 1973 Uniform Federal Accessibility Standards;
 - The Architectural Barriers Act of 1968;
 - The Americans with Disabilities Act (ADA) of 1990;
 - The Age Discrimination Act of 1975, as amended; National Environmental Policy of 1969 (42 USC 4321 et seq.) as amended;

- Lead Based paint regulations established in 24 CFR Parts 35, 570.608, and 24 CFR 982.401;
- Asbestos guidelines established in CPD Notice 90-44;
- HUD Environmental Criteria and Standards (24 CFR Part 51);
- The Energy Policy and Conservation Act (Public Law 94-163) and 24 CFR Part 39
- Flood Disaster Protection Act of 1973;
- Colorado House Bill 06-1023 and 06-1043;
- Procurement Standards (2 CFR 200.322);
- Rights to Inventions Made Under a Contract or Agreement (37 CFR 401.2 (a));
- Energy Efficiency (2 CFR Part 200 Appendix II); and
- Recycling (2 CFR Part 200 Appendix II).

CERTIFICATIONS REGARDING LOBBYING:

21. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
22. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form – “Disclosure Form to Report Lobbying”, in accordance with its instructions.
23. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
24. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

GENERAL CERTIFICATIONS:

25. The information, exhibits, and schedules contained in this application are true and accurate statements and represent fairly the financial condition of our organization;
26. Our organization is eligible to receive federal funding and has not been placed in a debarred or otherwise ineligible status under the provisions of CFR Part 24;
27. Our organization prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964; and,
28. Our governing body has duly authorized submission of this document. If funded, we agree to comply with the procedures outlined in the “Playing by the Rules” handbook that will be supplied by the City of San Marcos.

CITY OF SAN MARCOS FUNDING RESTRICTIONS:

29. All CDBG funding will be spent on San Marcos residents.
30. Funding requested is not more than 50% of the total funding for the agency.
31. Funding will not be used to fund more than 20% of a full time position.
32. Agency has been in existence for at least 2 years. (This can include serving communities other than San Marcos.)



2026 Budget
2027 Budget

Members:

Jo Ann Parsons, President
Michele Burleson, Vice-President - Absent
Diana Garcia, Coordinator of Children's Activities
Linda Kelsey-Jones, Curator
Marilyn Nwaokobia
Avery Armstrong
Dr. Dwonna Goldstone
Rose Brooks, Community Liaison- Absent

Project Budget for current fiscal year 2026 and the
Project Budget proposed for next fiscal year
2027 is the same.

The City has the Project Budget for current fiscal year on file.

Jo Ann Parsons
Calaboose Museum President
737-335-6674



Board Members List

Members: Jo Ann Parsons, President
Michele Burleson, Vice-President - Absent
Diana Garcia, Coordinator of Children's Activities
Linda Kelsey-Jones, Curator
Marilyn Nwaokobia - Treasurer
Dr. Dwonna Goldstone - Secretary
Rose Brooks, Community Liaison
Avery Armstrong- Historian

1. **President** - Jo Ann Parsons - [REDACTED] San Marcos, Texas 78666/ 737-335-6674
2. **Vice President** - Michele Burleson [REDACTED], San Marcos Texas 78666/[REDACTED]
3. **Community Liaison**- Rose Brooks-[REDACTED], San Marcos Texas 78666/[REDACTED]
4. **Historian** - Avery Armstrong - [REDACTED], San Antonio Texas 78216/
Public Historian -Program Administrator, [Center for Texas Music History](#)
Texas State University Brazos Hall 206C
PH: [REDACTED]
5. **Secretary** -Dr. Dwonna Naomi Goldstone, PhD (she/her/hers)
Associate Professor, Department of History
Director, African American Studies Program
Texas State University =
[REDACTED]
San Marcos, TX 78666
Phone: [REDACTED]
Email: [REDACTED]
Instagram: [REDACTED]
6. **Treasurer** – Marilyn Nwoakobia – [REDACTED] – San Marcos Texass 78666/
512-665-2304
7. **Curator** - Linda Kelsey-Jones-[REDACTED], San Marcos, TX 78666/[REDACTED]
8. **Coordinator of Children's Activities** - Diana Garcia-[REDACTED] – San
Marcos Texas 78666/[REDACTED]

The Calaboose African American History Museum Bylaws

Article I

Organization and Location

Section 1.0 The Calaboose African History Museum is a non-profit educational institution located in the city of San Marcos, Texas in Hays County.

Article II

Purpose and Mission

Section 2.0 The mission of The Calaboose African American History Museum is to collect, preserve, exhibit, and interpret the history of African Americans in the city of San Marcos, Texas and Hays County. Our mission shall be accomplished by collecting books, documents, artifacts, and other cultural objects; the Museum will promote partnerships with the local schools, universities, churches, historic preservation groups, local museums and cultural institutions via educational programs, lectures, public events and publications.

Article III

Board of Directors

Section 3.0 The management of the Calaboose African-American History Museum (CAAHM) shall be vested in a Board of Trustees (hereinafter referred to as "Board") consisting of not more than fifteen members to be elected as prescribed in Section 3.1.

Section 3.1 The Board shall choose new members by recommending candidates to the Board President and Vice-President who shall give consideration to broad representation of various community interests and organizations. If the President and Vice-President confirm that the recommendation meets the qualifications and needs of the Board, the candidate will be invited to apply. The prospective board member shall submit the board application, a Disclosure Statement and a signed Code of Conduct acknowledging that they understand the expectations and responsibilities of all Board members. The applicant must attend at least one board meeting to be interviewed by the board and to ensure the applicant understands the requirements of being a board member. The Board will vote on each applicant in a subsequent, members only session, and if approved, the new member will be notified and provided with introductory documents.

Section 3.2 Each Board member shall be required to sign the Code of Conduct and be willing to undergo a background check when deemed necessary.

Section 3.3 A member's regular term shall be three (3) years from their first Board meeting as an elected member, or until a successor is duly qualified; no member shall be elected to more than two (2) successive full terms.

Section 3.5 Any member of the Board who is absent from three meetings per year without presenting satisfactory excuses shall be deemed to have resigned from the board and shall cease to be a member thereof, subject to the reinstatement by majority vote of the board. In the event of such a vacancy, or in the event of any vacancy on the board, it may elect a successor at any duly convened meeting.

Section 3.6 The annual meeting of the Board shall be held on the first Saturday in November of each year. The Board shall have monthly meetings on the first Thursday of every month. Special meetings shall be called by the President or Director upon request of a majority of the members of the Board; all members of the Board shall be notified in writing at least five (5) days prior to the day set for such meetings, all members of the Board shall be notified at least ten (10) days prior to the day set for the annual meeting. The secretary shall serve or attend to the serving of all notices.

Section 3.8 The Board shall assume the management of the museum. It shall receive and act upon all committee reports, those of its officers and the Director. It shall determine the policies of all administration and operation of the museum; it shall assume responsibility for the finances and responsibility for the ethical standards of the Museum.

Section 3.9 Each board Member is required to attend the annual Board Meetings and has to support the museum financially with annual dues of \$50.00, payable by March 1st of each year.

Section 3.11 The Board may from time to time appoint ex-officio members, as it desires. All ex-officio appointments shall terminate at the following annual meeting of the Board, and no ex-officio members shall be entitled to vote or be counted for quorum purposes.

Section 3.12 Every Board member is expected to share in the responsibilities of support and operation of the Museum:

- serving at the museum as a docent for scheduled tours
- working on committees as designated by the President
- staying up-to-date on Board communications
- participating as a fully prepared and informed member at Board meetings

Article IV

Officers

Section 4.0 The officers of the Calaboose Museum shall be elected President, Vice-President, Secretary and Treasurer, each of whom shall be elected for a term of two (2) years or until a successor is duly qualified.

Section 4.1 No officer shall be eligible for re-election after serving two (2) terms in office until at least one (1) year shall have expired after his or her last term in office.

Section 4.2 At least sixty (60) days prior to the Board's annual meeting, the President shall appoint a nominating committee consisting of five (5) members of the Board or Advisory Council. This committee shall investigate the qualifications and availability of persons who might serve as officers and shall report its recommendations for such positions by letter to the Board at least thirty (30) days prior to its annual meeting.

Section 4.3 Additional nominations may be made by any member of the Board with the consent of the nominee. The officers shall be elected by majority vote of the Board at the annual meeting, and the officers so elected shall take office at the first meeting following the annual meeting.

Section 4.4 The duties of the Officers shall be as follows:

Section 4.4.1 President: The President shall preside at all meetings of the Board and perform all the usual functions of the president of a nonprofit organization.

Section 4.4.2 Vice-President: In the event of the absence of the president or the president's inability or refusal to carry out such duties, the Vice-President shall assume the role of the President until the term has ended. Once the term has ended, the Vice-President may run for President the next year. He or she shall chair one of the standing committees.

Section 4.4.3 Secretary: The Secretary shall manage correspondence for the Board via email or postal mail; shall submit draft meeting agendas to Board members in advance of any meeting; and shall record minutes at every meeting of the full Board including attendees, key points of discussion, motions and subsequent voting results.

Section 4.4.4 Treasurer: The Treasurer, with the assistance from the Director, shall keep an accurate record of all monies received and disbursed by the museum; such records shall be kept on file at a place designated by the executive committee. He or she shall deposit all monies received into banks and/or savings and loan institutions located in the city of San Marcos, to the credit of the Museum. All such investments shall be in the name of the Museum. Upon the approval of the Board, the Treasurer shall submit financial reports at every monthly Board meeting. At each annual meeting, the Treasurer shall submit a written report for the fiscal year just ended. The fiscal year for the Calaboose shall start October 1 and end September 30.

Section 4.5 Vacancies: A vacancy in any office due to any cause whatsoever shall be filled for the remainder of its current term by the Board of Trustees at a duly convened meeting if the notice thereof contains advice of such election.

Article V

Nepotism

Section 5.0 Nepotism is favoritism towards a person based on kinship. Family members will not receive favoritism in terms of becoming board members or

becoming officers of the board. No more than two family members can serve on the Board of Trustees at any one time.

Section 5.1 Any member of the board who has a financial, personal, or conflict of interest with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily recuse himself/herself from discussion and voting on said item.

Article VI

Conflicts of Interest

Section 6.0 The Board will make every effort to avoid all conflicts of interest in its business transactions and management of the organization. A conflict of interest is a transaction or arrangement that might benefit the private interest of an officer, board member, or employee. A conflict of interest can also arise through a transaction or arrangement that benefits a relative of the same. Conflicts of interest on a board of directors can take several forms:

- Related parties serving on the board together
- Board members who are related to employees
- Board members who are also employees
- Certain transactions involving board members or employees
- Property conflicts

Board members who are related either through blood or marriage are considered related parties, such as grandparents, spouses, or siblings. Any relationship beyond an immediate family member, such as a cousin or aunt, will not be considered a relationship for conflict purposes.

Business partners are also considered related parties if two or more individuals co-own at least 35% of a business. This becomes a potential conflict when both serve as board members for the same nonprofit organization. Individuals related by business dealings are treated the same as blood/marriage relationships.

Section 6.1 To avoid conflicts of interest in establishing a quorum and voting, related board members as defined above do not count toward the quorum because during a voting situation, the majority of board members present must be unrelated. Once a quorum is established, every member present has one vote, including related board members. To be clear, related board members cannot be counted toward establishing a quorum but when a quorum of non-related board members exists, every member present may cast a vote.

Section 6.3 Board members, employees and volunteers shall not receive - compensation or benefit from their employment or association with the Calaboose Museum, known as inurement. If a Board member's relative is to be hired by the organization, the related board member must recuse themselves of voting on the hiring and compensation amount for their relative.

Section 6.4 The prohibition of inurement extends to dual-capacity individuals. Dual-capacity individuals serve as an employee as well as a board member of the same organization. These individuals do not help satisfy quorum and must recuse themselves from discussion and voting on matters pertaining to them.

Article VII

Indemnification and Related Matters

Section 7.0 To the maximum extent permitted by applicable Texas law and when in conflict with other state laws, controlled by federal law, the Calaboose shall defend, indemnify, and hold the Calaboose and its respective officers, directors, employees, agents, information providers, licensors and licensees, and partners, harmless from and against any and all claims, losses, actions, demands, liabilities, damages, costs, and settlements including, without limitation, reasonable legal and accounting fees, resulting from, or alleged to result from, any proceeding or engagement with the Calaboose, including any action by or in the right of the Calaboose, by reason of the fact that the person is or was a person as described in these Bylaws. Such right of indemnification shall not be deemed exclusive of any other right to which such person may be entitled apart from this Article.

Article VIII

Museum Director

Section 8.0 The Board of Trustees may appoint a Director, who shall be in charge of the operation of the museum. The Director shall be responsible for administration and its activities, according to the policies established by the Board. He or she shall have the authority to employ and dismiss personnel of the staff in accordance with policies and budgets approved by the Board. The Director shall submit a report at the annual meeting on the conditions and activities of the museum, with recommendations for remediations. The Director shall submit informal progress reports at the meetings of the Board, calling attention to any matters requiring action or notice.

Article IX

Committees and Advisory Council

Section 9.0 Each Board member may designate (1) or more committees. Each ad hoc committee shall have and may exercise powers as provided by the Board.

Section 9.1 All committees shall keep regular minutes of their proceedings and report the same to the Board as required.

Section 9.2 The Board's standing committees may include Acquisitions, Activities and Programs, Exhibits, Collections, Finance and Budget, Membership, Memorials, Public Relations, Nominating, Building and Grounds, Development, and Standing Rules, or others as needed.

Section 9.3 The chairs of the standing committees shall be members of the Board. The President of the Board shall be allowed to appoint ad hoc committees. Standing

committees shall consist of one member of the Board and others deemed qualified by the President.

Section 9.4 The membership of all other committees shall be in such number and for such terms as the President shall designate.

Section 9.5 Calaboose Advisory Council - The Board may recommend to the President and Vice-President members of the community at large, including former board members, to serve as an Advisory Council. The Advisory Council should meet at least quarterly to discuss opportunities to serve as volunteers in Museum programs, operations and events. The Advisory Council shall be chaired by the Board Vice-President. The chair shall present a summary of activities, suggestions and recommendations to the Board at the annual meeting in November. Council members are welcome to attend monthly Board meetings as non-voting members.

Section 9.6 Advisory Council members shall not speak on behalf of the Calaboose Board. They shall not issue statements to the press or any public or private media as representatives of the Calaboose.

Article X

Financial Matters

Section 10.0 No funds of the institution in an amount greater than \$250 shall be invested or expended without authorization of the Board.

Section 10.1 No funds of the Corporation over \$1,000.00 shall be spent without the authorization of the Treasurer as co-signer with the Board.

Section 10.2 The Museum's fiscal year shall begin October 1 and end September 30. The books of the account of the Museum shall be balanced and audited by a CPA at the close of the fiscal year.

Section 10.3 The Director and other staff members as determined by the Board, from time to time, shall be bonded in amounts acceptable to the Board.

Section 10.4 Should the Calaboose desire to enter into a joint venture with another entity, an agreement will be developed between the parties that contains sufficient protections and details to assure mutual benefit and equity for all parties involved.

Article XI

Annual Reports

Section 11.0 Each officer and committee chairpersons shall render annual written reports of the activities of their respective offices or committees. Such reports shall be filed with the Secretary of the Annual Meetings. An Annual Report of The Calaboose African American History Museum shall be published immediately after the annual meeting.

Article XII

Dissolution

Section 12.0 Should the Museum at any time permanently cease to function as a museum, the buildings and real property shall remain in place and be turned over to the City of San Marcos to be used at its discretion for other purposes.

Section 12.1 Artifacts and other items are the permanent property of the Calaboose and shall be transferred to another museum or an educational institution within the area. Should there be outstanding debts owed by the Calaboose, the artifacts may be transferred to another non-profit institution.

Section 12.2 Personal artifacts on loan to the Calaboose must be returned to the donors as authorized by the signatures of the museum Director and President of the Board of Directors.

Article XIII

Review of the Bylaws

Section 13.0 The President of the Board shall appoint a committee to review and update the by-laws every year at the first meeting after the Annual Meeting. This committee shall review and update the bylaws and present recommendations for changes to the Board of the Museum at the second meeting after the Annual Meeting.

Section 13.1 Alterations, amendments, or repeal of these Bylaws may be made by two-thirds of the members of the Board entitled to vote at the annual meeting. The member of the Board suggesting alterations or amendments must present a formal proposal demonstrating that he or she has done research and thought carefully about how the proposed alteration, amendment, or repeal will affect the Board. Notice of proposed revisions, amendments, or repeals shall be given in writing to the Board at least ten (10) days prior to the Board meeting where they will be reviewed.

Signatures of Board Members:

Calaboose African American History Museum Code of Conduct

The Calaboose African American History Museum (CAAHM) has adopted the following Code of Conduct that all Board members agree to adhere to by signing below:

1.) Active Participation

Board members are expected to exercise the duties and responsibilities of their positions with integrity, collegiality, and care. This includes:

- a) Making in-person attendance at all meetings of the board a high priority.
- b) Being prepared to discuss the issues and business on the agenda, having read all background material relevant to the topics at hand.
- c) Cooperating with and respecting the opinions of fellow Board members, and leaving personal prejudices out of all board discussions, as well as supporting actions of the Board even when the Board member personally did not support the action taken.
- d) Putting the interests of the organization above personal interests.
- e) Representing the organization in a positive and supportive manner at all times and in all places.
- f) Showing respect and courteous conduct in all board and committee meetings.
- g) Adhering to effective meeting management norms: one person speaking at a time without interruption, no distracting behaviors, gestures or noises, staying on topic and on the agenda. Each person should be comfortable speaking up with differing opinions. Everyone should be mindful of when members are silent and encourage them to contribute. Our diversity makes us stronger.
- h) Respecting the dignity of other people and organizations, keeping discussions factual and polite whether they are present or not as well as in group settings.
- i) Ensuring communications in meetings, at events and through all correspondence respects the rights of others to express their opinions and beliefs. Discriminatory remarks or actions based on age, color, disability, gender, gender expression, gender identity, national origin, citizenship status, race or religion will not be tolerated.
- j) Serving all assigned docent duties, alerting other board members at the earliest possible date if a schedule change is needed.
- k) Volunteering and attending Calaboose events, activities and programs whenever possible.
- l) Acting responsibly toward the communities in which we work and for the benefit of the communities that we serve.
- m) Being responsible, transparent and accountable for all of our actions.

2.) Prohibition Against Private Inurement and Procedures for Managing Conflicts of Interest

No member of the Board of Directors shall derive any personal profit or gain, directly or

indirectly, by reason of his or her service as a Board member with the CAAHM. Members of the board shall conduct their personal affairs in such a manner as to avoid any possible conflict of interest with their duties and responsibilities as members of the Board. The Calaboose should conduct no business transaction or investment that would result, directly or indirectly, in a financial benefit to any trustee. Support for a particular project would be prohibited if a trustee might financially benefit, even indirectly.

The first step in avoiding problems of conflict of interest is to get the facts out in the open. Each trustee is under an obligation to the Calaboose and to the other trustees to inform them of any position held currently or during the past three years, the investment in any business, or any avocational activities that may result in a possible conflict of interest. A trustee should also disclose any activity or interest that may cause bias for or against a particular action or policy being considered by the Board of Trustees.

Each trustee is asked to file with the Secretary/Treasurer a Disclosure Statement setting forth:

- Any position held (director, officer, trustee, employee) with any charitable or community organization at date of such statement and during the three years prior to such date.
- Any position held (director, officer, employee) with any business enterprise at date of such statement and during the period of three years prior to such date.

Each trustee is asked to update their Disclosure Statement by amendment as the trustee's relationships change.

The Secretary/Treasurer and the trustee will be responsible to make disclosure to the Board at any time Calaboose action is considered involving any organization or enterprise listed on a Trustee's Disclosure Statement. In most cases, the conflict of interest is deemed to have disappeared three years after the association ended which originally gave rise to the conflict.

Nevertheless, conflicts may arise from time to time.

- a) When there is a decision to be made or an action to be approved that will result in a conflict between the best interests of CAAHM and the Board member's personal interests, the Board member has a duty to immediately disclose the conflict of interest so that the rest of the Board's decision making will be informed about the conflict.
- b) Any conflicts of interest, including, but not limited to financial interests, on the part of any Board Member, shall be disclosed to the Board when the matter that reflects a conflict of interest becomes a matter of Board action, and through an annual procedure for all Board members to disclose conflicts of interest.
- c) Any Board Member having a conflict of interest shall not vote or use his or her personal influence to address the matter, and he or she shall not be

counted in determining the quorum for the meeting. All conflicts disclosed to the Board will be made a matter of record in the minutes of the meeting in which the disclosure was made, which shall also note that the Board member with a conflict abstained from the vote [and was not present for any discussion, as applicable] and was not included in the count for the quorum for that meeting.

- d) Any new Board member will be advised of this policy during board orientation and all Board members will be reminded of the Board Member Code of Conduct and of the procedures for disclosure of conflicts and for managing conflicts on a regular basis, at least once a year.
- e) This policy shall also apply to any Board member's immediate family or any person acting on his or her behalf.
- f) If a trustee serves as an officer, director, trustee, staff member or consultant to any organization that would benefit from information about Calaboose activities, financial or otherwise, that trustee should be recused from participating in any discussions or review or approvals of said activities.
- g) A trustee who is an officer, director, trustee, staff member or consultant of a prospectively competing project from another grantee organization should be directed by the Officers to not be involved in submitting, reviewing, recommending or approving the Calaboose grant application, or in its subsequent monitoring or evaluation. As the grant is being managed by the Board, any conflict should be fully disclosed with the assurance that the trustee was not involved in the grant process

3.) Prohibition Against Discrimination and Harassment

The CAAHM strives to maintain a workplace that is free from illegal discrimination and harassment. While all forms of harassment are prohibited, it is the organization's policy to emphasize that sexual harassment is specifically prohibited. Any board member who engages in discriminatory or harassing conduct is subject to removal from the Board. Complaints alleging misconduct on the part of Board members will be investigated promptly and as confidentially as possible by a task force of the Board appointed by the Executive Committee of Board officers.

4.) Confidentiality

Board members are reminded that confidential financial, personnel and other matters concerning the organization, donors, staff or clients/consumers may be included in board materials or discussed from time to time. Board members should not disclose such confidential information to anyone and use discretion in discussing board meeting proceedings outside of the board.

I, _____, recognizing the important responsibility I am undertaking in serving as a member of the Board of Directors of CAAHM, hereby pledge to carry out in a trustworthy and diligent manner the duties and obligations associated with my role as a Board member and abide by this Code of Conduct. I understand that failure to abide by this Code of Conduct may result in my removal as a Board Member, pursuant to the requirements and processes provided in the organization's governing documents.

Signature

Date



EXPECTATIONS AND RESPONSIBILITIES OF CALABOOSE BOARD MEMBERS

The Calaboose African American Museum is a non-profit educational institution located in San Marcos, Texas established in 1997 by Mrs. Johnnie Armstead. The mission of the Museum is to collect, preserve, exhibit and interpret the history of African Americans in the city of San Marcos and Hays County. The Museum promotes partnerships with local schools, universities, churches, historic preservation groups, local museums and cultural institutions via educational programs, lectures, public events and publications.

The Museum facility is owned by the City of San Marcos and funded through grants and donations. As such, the Museum has no paid staff. Board members, docents and volunteers make it possible for the Museum to present educational programs, exhibits and events. The Board of Directors exists to secure and promote the financial, legal and ethical well-being of the organization and to ensure that it fulfills its mission.

Every person considering applying to join the Board of Directors should fully understand and commit to the expectations and responsibilities of board members.

1. Work at the Museum at least 3 hours a month – freshening exhibits, working in the office, maintaining inventory, etc.
2. Serve at the Museum as a docent for scheduled tours.
3. Attend, fully prepare for, and diligently participate in board meetings, committee meetings and special events.
4. Respond to email communications within 48 hours of receipt.
5. Make an annual personal financial contribution as board member dues, currently \$50/year.
6. Actively participate in helping to develop resources for the organization.
7. Act in the best interests of the organization, and excuse myself from discussions and votes that present a conflict of interest.
8. Strive to keep abreast of trends, issues, and current developments that may affect the organization.
9. Stay informed about what is going on in the organization, asking questions and requesting information as needed.
10. Participate in and take responsibility for making decisions on issues, policies and other board matters.
11. Work collaboratively with staff and other board members as partners toward achievement of our goals.
12. Strictly maintain the confidentiality of all privileged or sensitive information to safeguard the organization's reputation and integrity, as well as the privacy rights of individuals and donors connected with the organization and the Board.



AGENDA

Meeting Date: Thursday, January 15, 6:30 pm, Cephass House

Members: Jo Ann Parsons, President
Michele Burleson, Vice-President
Diana Garcia, Coordinator of Children's Activities
Linda Kelsey-Jones, Curator
Marilyn Nwaokobia - Treasurer
Dr. Dwonna Goldstone
Rose Brooks, Community Liaison
Avery Armstrong - Historian

1. Call to Order
2. Approval of Dec 2025 minutes- emailed
3. Calaboose Manager Report - e-mailed
4. Financial report: emailed from CPA
5. Rebecca Ybarra – To discuss City Operational Grant (25k yearly) Request grant for the Cephass House (2027)
6. Avery Armstrong – applying for board position
7. Reimbursement to Michele Burleson (\$600) - 2025 School tax on land located on Center Street. (Padmini property)
8. \$70k – Deposited in account under The Burdine Grant Account. Signers are Linda Kelsey-Jones, Marilyn Nwaokobia, and Jo Ann Parsons. The account had to be updated before any changes or deposits were permitted. This account still had 2015 information. Old signers were removed, updated Articles and recent minutes were submitted, and a new resolution was written to reflect current board members.
9. Scheduling a meeting with Jesus next week to create application and post on website for Museum Operations Manager position. Requested amount for position (\$50k restricted) \$20k unrestricted.
10. CDBG Grant applications opened – Working on application next meet – Last year we were awarded \$54K. This year the board will be requesting the full renovation amount of \$350k and leaving it up to the CDBG Board to award any amount like last year. Jo Ann Parsons will be writing the grant on behalf of the Calaboose / Mitchell Center. Voted on and approved by entire board.
11. Saifu is sending out the 2026 scholarship information. The board will discuss the Elvin Holt and Dr. Skyller scholarships next month. These 2 scholarships might be omitted from the Calaboose scholarship awards due to non-payment from Dr. Skyller in 2025. (The Calaboose awarded these scholarships) and the remaining amount of \$3000 will be used this year from



Dr. Holt account. I will contact the family to see if they want to continue with additional yearly awards. A letter is being sent to them today.

12. Next meeting, the board will look over Articles and other documents to make any changes for 2026.

13. Mitchell Center Name Change-

Adjourn the meeting:

March 2, 2026

Dear Committee,

Last weekend we hosted friends from Florida who had either never been to San Marcos or hadn't been here in 25 years and then, only briefly. One of the things I really wanted to show them besides the San Marcos River was the Calaboose African American Museum on Martin Luther King Dr. I am so grateful for the work our community has done to keep this important bit of history alive, I wanted to show our friends and tell them its story.

I also took my father to the Calaboose a few months before he died. He was not open in his views about people who are different from him, but he loved history. I could tell he was moved by the exhibits and came away changed after talking with Ms. Johnnie Armstead. What a gift the Calaboose is, and I hope its funding is not only maintained but increased.

I am writing in support of a CDGB Grant for the Calaboose African American Museum. Please let me know if you need more information.

Sincerely,

A handwritten signature in blue ink that reads "Diann A. McCabe". The signature is written in a cursive style and is placed on a light blue rectangular background.

Diann A. McCabe

██████████
San Marcos, TX 78666



2026 BOARD OF DIRECTORS

OFFICERS

WILLIS WINTERS
PRESIDENT
Mineral Wells

DAVID MARTINEZ
PRESIDENT-ELECT
Corsicana

DERRICK BIRDSALL
VICE PRESIDENT
Huntsville

ZACHARY SABOTA
TREASURER
Tyler

KATE JOHNSON
SECRETARY
Kyle

DIRECTORS

FRANK AINSA, JR.
Austin

RALPH ATTWOOD
Dallas

ROY CLAY
Athens

DANIEL ELDER
Temple

NANCY MCCOY
Dallas

CHARLES PEVETO
Austin

SERENA PUTEGNAT
Brownsville

DANELLE BALDWIN SMITH
Dallas

STAFF

EVAN THOMPSON
EXECUTIVE DIRECTOR
San Marcos

March 3, 2026

Carol Griffith
Housing and Community Development Manager
630 E Hopkins
San Marcos, TX 78666

Sent via email to: cgriffith@sanmarcostx.gov

Dear Ms. Griffith,

I am writing to express our strong support for the Calaboose African American History Museum’s application for Community Development Block Grant (CDBG) funding for the Mitchell Center Rehabilitation – Design Phase II project. This initiative is essential to preserving San Marcos’ rich African American heritage and directly advances the City’s priorities for community development and neighborhood preservation.

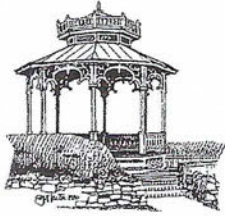
For thirty years, the museum has served as the only dedicated space in San Marcos for interpreting and celebrating Black history. The Mitchell Center project represents the critical next step in transforming the historic building into a fully equipped, expanded museum and archival hub. Currently, the Calaboose Museum is severely constrained by limited space, which restricts its ability to mount comprehensive exhibits, safely store and archive irreplaceable artifacts, and host meaningful community programs.

Through our Preservation Services program, we prepared the Preservation Plan for the Mitchell Center. Rehabilitating and expanding this facility will eliminate these limitations, dramatically improving access to Hays County’s Black heritage—particularly for residents of the historic Dunbar neighborhood. By revitalizing a long-vacant historic building, the Mitchell Center will become a vibrant cultural tourism anchor that benefits the entire community.

Approving CDBG funding for Design Phase II will provide the essential architectural and engineering documentation needed to advance to construction while ensuring the building’s historic integrity is preserved and modern museum standards are met. We strongly urge you to approve this funding request.

Sincerely,

Evan R. Thompson
Executive Director



The Heritage Association of San Marcos, Inc.

Founded 1975

"Preserving the Past for the Present and the Future"

March 3, 2026

I have been asked to write a letter of support for the African American Museum. What an easy task to fulfill. The group of volunteers at what we always refer to as the Calaboose is so easy to work with. Heritage has a quarterly event called History Happy Hour at the Cephus House. That historic home is under the purview of the Calaboose. They always are so accommodating and helpful, we have come to greatly depend on them.

They also participate in the HASM's annual Historic Home Tour by opening their historic buildings for the crowds and providing docents at multiple venues.

They always support our monthly Cottage Kitchen lunches. But most importantly, the historic and preservation groups in San Marcos stand up for each other. We support each other in front of City Council. We provide comments and support at the City Historic Preservation Commission meetings, at the Hays County Commissioner's Court. While we realize the significance of our individual history, multiple groups come together to support the complete and dynamic history of different cultures living in a community together. We realize that one's history does not negate another's and they can all be celebrated together. We do not take this for granted and all are very thankful for the support we all provide for each other.

Any help that can be provided to further their cause and mission would be a blessing for the Calaboose and all our community. Please consider maximum funding, it will be well spent and utilized.

Thank you,

Renee Grahm

Immediate Past President

Heritage Association of San Marcos

Ardent Supporter of the Calaboose



March 4, 2026

To Whom It May Concern:

I am writing to offer my strongest support for the request to fund the renovation of the Mitchell Center building, formerly part of the historic “Colored School”. This renovation is not simply a construction project; it is an essential investment in preserving, honoring, and fully representing the rich cultural legacy of the Dunbar Community.

The Mitchell Center holds deep historical significance as part of the former “Colored School.” It stands as a tangible reminder of the era of segregation and the resilience, determination, and excellence of the African American community it served. Restoring and repurposing this building will transform a site shaped by inequality into a space of education, pride, and historical truth. It will allow the Calaboose African American History Museum to present a more comprehensive narrative of the Dunbar Community’s contributions to local, regional, and national history.

The Dunbar Community’s legacy is both profound and far-reaching. Most notably, it is the birthplace of jazz legend Eddie Durham, a pioneering guitarist, trombonist, arranger, and composer whose innovative use of the electric guitar helped shape the sound of modern jazz. Durham’s influence extended to some of the greatest names in American music, and his roots in the Dunbar Community are a powerful testament to the talent and cultural richness that flourished there despite social and economic barriers.

Creating additional interactive exhibit space in a renovated Mitchell Center will enable interactive exhibits, educational programming, archival preservation, and community engagement initiatives that serve students, researchers, families, and visitors for generations to come. It can also provide a venue for cultural events and performances that continue the living traditions born in this historic neighborhood.

CDBG’s approval of this Grant is an investment in historical preservation, cultural equity, and community revitalization. It acknowledges the importance of safeguarding history and making it accessible in meaningful, immersive ways. By supporting this project, you are helping to preserve not only a building, but also the identity, pride, and legacy of an entire community; an opportunity to honor the past while inspiring future generations through education, cultural appreciation, and historical truth.

Thank you for your thoughtful consideration and commitment to preserving our shared heritage.

Sincerely,

Topsy M. Durham

Author of the Eddie Durham Swingin’ The Blues book series





Hays County Historical Commission

111 E, San Antonio Street

Room 103

San Marcos, Texas 78666

March 1, 2026

To Whom it May Concern,

I am writing with enthusiastic support of the Calaboose African American Museum and its Board. I am Chair of the Hays County Historical Commission, and we are neighbors and share a fence. The Museum, building owned by the City of San Marcos, overseen by the Calaboose Board and an 1884 jail, owned by Hays County, overseen by the Historical Commission share a history and a great working relationship.

Both organizations do a considerable number of tours for local school children and local organizations such as Leadership San Marcos, the Chamber of Commerce's Young Professional, multiple Texas State University classes and clubs. It would be very unusual for one of us to host without the other side because of the shared history and the great comradery between the two groups.

Any grants given to the Calaboose would be money well spent. They are an organized, enthusiastic, and diligent group of volunteers dedicated to the history they have been tasked with telling. Not only the often-ugly parts of African American history, but the hopeful and happy parts of the community. They tell a balanced, thoughtful tale of their community that has enriched the understanding of San Marcos and all her citizens.

Again, I cannot emphasize how useful and well used any grants for this organization would be. If you have any other questions, feel free to contact me at 512-216-0500.

Sincerely,

Linda Coker

Chair

Hays County Historical Commission

Griffith, Carol

From: Parsons, Jo Ann [REDACTED] >
Sent: Thursday, March 5, 2026 8:24 AM
To: Griffith, Carol
Subject: [EXTERNAL] Fw: [External] CDBG application attachments/ CPA Information

J.P.

From: Michael Abild <mdabild.cpa@gmail.com>
Sent: Thursday, March 5, 2026 8:19 AM
To: Parsons, Jo Ann <[REDACTED]>
Subject: Re: [External] CDBG application attachments

Good morning, Jo Ann!

Yes, for the most recently completed fiscal year (ended September 30, 2025), the Calaboose had revenues totaling \$85,424, which would indicate a need for **compiled** financial statements for that period. However, with the Calaboose's recent acceleration in revenues, it's likely that **reviewed** statements may be required for the fiscal year ended September 30, 2026.

Hope this is helpful to you.

Best always,
Mike

Michael D. Abild
Certified Public Accountant
215 W San Antonio Street
Suite 2101
San Marcos, Texas 78666
(512) 753-9455
mdabild.cpa@gmail.com

On Mar 5, 2026, at 1:05 AM, Parsons, Jo Ann <[REDACTED]> wrote:

Michael,

Could you answer the Financial Capacity and Auditing section please before 10am. We somehow missed this section

Thank you,

Jo Ann Parsons

J.P.

From: Griffith, Carol <CGriffith@sanmarcostx.gov>
Sent: Wednesday, March 4, 2026 10:13 PM
To: Parsons, Jo Ann [REDACTED]
Cc: Escobar, Lorena <LEscobar@sanmarcostx.gov>
Subject: [External] CDBG application attachments

[EXTERNAL EMAIL: Do not click any links or open attachments unless you know the sender and trust the content.]

Jo Ann,

Here is a list of the attachments that appear to be missing from the Calaboose application. We will be sending the applications to the review committee tomorrow (Thursday 3/5), so we need these attachments as soon as possible. If you have any questions, please feel free to contact me or Lorena. I think you left a message on my cell phone – I will check it tomorrow. Please call my work phone 512-393-8147 if you have questions about the application.

CDBG PROJECT APPLICATIONS	Calaboose
Amount Requested	\$75,000
Minimum Amount	
<input type="checkbox"/> Project Budget for current fiscal year	Y
<input type="checkbox"/> Project Budget proposed for next fiscal year	N
<input type="checkbox"/> Budget Table showing the proposed uses of CDBG funding, to be included in the contract	Y
<input type="checkbox"/> Board of Directors membership roster –must include city of residence for each Board member	N
<input type="checkbox"/> Contact numbers for Board Chair or President and Treasurer	N
<input type="checkbox"/> Current IRS Form 990, pages 1 and 2 (not required for churches)(if applicable)	NA
<input type="checkbox"/> Non-discrimination policy statement	N
<input type="checkbox"/> Service area boundary for area benefit projects	NA

o Description of how applicant income will be determined if there are direct beneficiaries	NA
o Letters of support - How many are about the specific program or project requesting funding?	4
o Resolution or Board Minutes showing approval to apply and designation of person who will sign documents on behalf of the organization	N
o Most Recent audit or CPA prepared review	N
o Brief explanation of any lawsuits, judgments, or bankruptcy proceedings within the last 5 years	NA

For the “resolution or board minutes” we just need something that either says the board is ok with submitting the application, or that the board has delegated the authority to submit applications for grants to you as president.

Here are the requirements for the item “most recent audit or CPA prepared review”. Michael Abild will be able to tell you which category you are in.

<image002.png>

Thank you! Carol

<image001.jpg>

Carol Griffith

Housing and Community Development Manager | Planning & Development Services
630 E. Hopkins St, San Marcos, TX 78666
512-393-8147

Please take a moment to complete the City of San Marcos [Customer Satisfaction Survey](#).

This email, plus any attachments, may constitute a public record of the City of San Marcos and may be subject to public disclosure under the [Texas Public Information Act](#).

CAUTION: This email is from an EXTERNAL source. Links or attachments may be dangerous. Click the Report Spam/Phishing button in the Mimecast tab if you think this email is malicious.

From: [Parsons, Jo Ann](#)
To: [Escobar, Lorena](#)
Subject: [EXTERNAL] Fw: Calaboose Museum Current IRS Form 990, pages 1 and 2 requested information for CDBG
Date: Thursday, March 5, 2026 9:53:47 AM

J.P.

From: Parsons, Jo Ann <[REDACTED]>
Sent: Wednesday, March 4, 2026 7:23 PM
To: Griffith, Carol <cgriffith@sanmarcostx.gov>
Subject: Calaboose Museum Current IRS Form 990, pages 1 and 2 requested information for CDBG

Jo Ann Parsons
President, Calaboose Board

J.P.

From: Michael Abild <mdabild.cpa@gmail.com>
Sent: Wednesday, March 4, 2026 6:19 PM
To: Parsons, Jo Ann <[REDACTED]>
Subject: [External] Re: Current IRS Form 990, pages 1 and 2 requested information for CDBG

[EXTERNAL EMAIL: Do not click any links or open attachments unless you know the sender and trust the content.]

Jo Ann, the Calaboose has only been required to file a Form 990-R (“postcard return”) in past years because its revenue has historically been below the \$50,000 threshold required for a Form 990 or 990-EZ. You can note that on your application and I can send you the IRS confirmation when I return to my office tomorrow.

Hope this helps!

Best always,
Mike

Michael D. Abild
Certified Public Accountant
215 W San Antonio Street

Suite 2101
San Marcos, Texas 78666
(512) 753-9455
mdabild.cpa@gmail.com

On Mar 4, 2026, at 6:01 PM, Parsons, Jo Ann [REDACTED] > wrote:

Michael,

I am piecing together all requested information.

Current IRS Form 990, pages 1 and 2. Needed for CDBG Grant

Jo Ann Parsons

J.P.

CAUTION: This email is from an EXTERNAL source. Links or attachments may be dangerous. Click the Report Spam/Phishing button in the Mimecast tab if you think this email is malicious.

Calaboose African American History Museum

Statement of Financial Position

As of January 31, 2026

		Total
ASSETS		
Current Assets		
Bank Accounts		
Frost Bank Checking	\$	9,279.50
Frost Bank Checking - Johnson Grant	\$	70,000.00
Frost Bank Money Market	\$	64,442.80
Frost Bank Money Market - Church Restoration Fund	\$	6,767.09
Paypal	\$	-
Sage Capital Bank	\$	-
Sage Capital Bank - Church Restoration	\$	-
Square Account	\$	-
Venmo	\$	-
Total Bank Accounts	\$	150,489.39
Other Current Assets		
1499 Undeposited Funds	\$	-
Investments - Certificate of Deposit	\$	22,280.72
Total Other Current Assets	\$	22,280.72
Total Current Assets	\$	172,770.11
TOTAL ASSETS	\$	172,770.11
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2200 Sales Tax Payable	\$	-
Sales Tax Adjustment	\$	-
Texas Comptroller of Public Accounts Payable	\$	-
Total Other Current Liabilities	\$	-
Total Current Liabilities	\$	-
Total Liabilities	\$	-
Equity		
3000 Opening Balance Equity	\$	101,451.82
3900 Retained Earnings	\$	-
Retained Earnings - Church Restoration	\$	6,749.31
Net Revenue	\$	64,568.98
Total Equity	\$	172,770.11
TOTAL LIABILITIES AND EQUITY	\$	172,770.11

Calaboose African American History Museum

Statement of Activity

October 2025 - January 2026

	100	210	230	260	310	320	410	510	715	733	
	General Fund	Burdine Johnson Grant	San Marcos Operations Grant	MOMSI Grant	Johnnie Armstead Scholarship	Elvin Holt Scholarship	Church Restoration Fund	Eddie Durham Event	Valley Street	Centre Street	TOTAL
Revenue											
41110 Contributions, Donations & Gifts	\$ 7,072.77							\$ 5,000.00			\$ 12,072.77
41120 Grant Fundng		\$ 70,000.00	\$ 6,250.00								\$ 76,250.00
41150 Investment Income	\$ 276.28						\$ 17.78				\$ 294.06
41170 Merchandise Sales Revenue								\$ 90.42			\$ 90.42
41185 Rental Income	\$ 233.71										\$ 233.71
Total Revenue	\$ 7,582.76	\$ 70,000.00	\$ 6,250.00	\$ -	\$ -	\$ -	\$ 17.78	\$ 5,090.42	\$ -	\$ -	\$ 88,940.96
Expenditures											
Professional Fees:											
61120 Accounting Fees			\$ 1,255.25								\$ 1,255.25
61125 Museum Management Fees		\$ 4,800.00	\$ 1,600.00								\$ 6,400.00
61140 Bank & Transaction Fees			\$ 66.00								\$ 66.00
Occupancy:											
62140 Utilities & Waste Disposal			\$ 1,503.00								\$ 1,503.00
62130 Liability Insurance			\$ 670.50								\$ 670.50
62141 Internet Service			\$ 416.31								\$ 416.31
62180 Building Security Costs			\$ 965.14								\$ 965.14
62190 Other Occupancy Costs	\$ 635.00										\$ 635.00
Printing, Publications, Postage & Shipping:											
63130 Postage & Mailing			\$ 219.00								\$ 219.00
Other Expenses:											
64110 Office Supplies			\$ 102.72								\$ 102.72
64120 Other Supplies	\$ 74.00		\$ 269.25								\$ 343.25
64140 Conferences, Conventions & Meetings	\$ 60.94										\$ 60.94
64170 Memberships & Dues			\$ 307.97								\$ 307.97
64220 Storage			\$ 936.00								\$ 936.00
64230 Exhibit & Program Expense			\$ 100.00					\$ 100.00			\$ 200.00
64235 Event Entertainment								\$ 8,320.00			\$ 8,320.00
64240 Website Costs			\$ 272.79								\$ 272.79
64260 Other Contracted Services								\$ 1,105.00			\$ 1,105.00
64280 Software Subscriptions			\$ 478.11								\$ 478.11
64990 Other Expenses	\$ 115.00										\$ 115.00
Total Expenditures	\$ 884.94	\$ 4,800.00	\$ 9,162.04	\$ -	\$ -	\$ -	\$ -	\$ 9,525.00	\$ -	\$ -	\$ 24,371.98
Net Revenue	\$ 6,697.82	\$ 65,200.00	\$ (2,912.04)	\$ -	\$ -	\$ -	\$ 17.78	\$ (4,434.58)	\$ -	\$ -	\$ 64,568.98

Calaboose African American History Museum
Statement of Activity
October 2025 - January 2026

		Total
Revenue		
41110 Contributions, Donations & Gifts	\$	12,072.77
41120 Grant Fundng	\$	76,250.00
41150 Investment Income	\$	294.06
41170 Merchandise Sales Revenue	\$	90.42
41185 Rental Income	\$	233.71
Total Revenue	\$	88,940.96
Expenditures		
Professional Fees:		
61120 Accounting Fees	\$	1,255.25
61125 Museum Management Fees	\$	6,400.00
61140 Bank & Transaction Fees	\$	66.00
Occupancy:		
62140 Utilities & Waste Disposal	\$	1,503.00
62130 Liability Insurance	\$	670.50
62141 Internet Service	\$	416.31
62180 Building Security Costs	\$	965.14
62190 Other Occupancy Costs	\$	635.00
Printing, Publications, Postage & Shipping:		
63130 Postage & Mailing	\$	219.00
Other Expenses:		
64110 Office Supplies	\$	102.72
64120 Other Supplies	\$	343.25
64140 Conferences, Conventions & Meetings	\$	60.94
64170 Memberships & Dues	\$	307.97
64220 Storage	\$	936.00
64230 Exhibit & Program Expense	\$	200.00
64235 Event Entertainment	\$	8,320.00
64240 Website Costs	\$	272.79
64260 Other Contracted Services	\$	1,105.00
64280 Software Subscriptions	\$	478.11
64990 Other Expenses	\$	115.00
Total Expenditures	\$	24,371.98
Net Revenue	\$	64,568.98

Calaboose African American History Museum
Statement of Activity
 January 2026

		Total
Revenue		
41110 Contributions, Donations & Gifts	\$	81.44
41120 Grant Fundng	\$	70,000.00
41150 Investment Income	\$	66.35
Total Revenue	\$	70,147.79
Expenditures		
Professional Fees:		
61125 Museum Management Fees	\$	1,600.00
Occupancy:		
62130 Liability Insurance	\$	335.25
62141 Internet Service	\$	416.31
62180 Building Security Costs	\$	247.90
62190 Other Occupancy Costs	\$	635.00
Other Expenses:		
64220 Storage	\$	234.00
64240 Website Costs	\$	272.79
64280 Software Subscriptions	\$	27.59
Total Expenditures	\$	3,768.84
Net Revenue	\$	66,378.95

Transaction Date	Type	Description	Ck. No.	Amount	Account	Class	Notes
1/31/2026		Interest Paid		\$62.33	41150	100	Interest - Money Market
1/31/2026		Interest Paid		\$4.02	41150	410	Interest - Church Restoration
1/22/2026	Debit Card Recurring	ASTOUND PWRD BY GRANDE 800-427-8686 CARD: 0986		(\$416.31)	62141	230	
1/20/2026	Checks	Michael Burleson	255	(\$635.00)	62190	100	Reimbursement
1/20/2026	Electronic Debit	ADT SECURITY SER ADTPAPACH 404000669		(\$158.84)	62180	230	
1/20/2026	Zelle Send Money	TO Jessica White		(\$800.00)	61125	230	\$200
					61125	210	\$600
1/20/2026	Debit Card Purchase	Adobe Inc 800-8336687 CARD: 0986		(\$21.64)	64280	230	
1/16/2026	Electronic Debit	Central Insuranc debitpmt #555631753		(\$335.25)	62130	230	
1/12/2026	Electronic Debit	Extra Space 3141 PAYMENT 999000000025726		(\$234.00)	64220	230	
1/12/2026	Electronic Debit	ADT SECURITY SER ADTPAPACH 404000673		(\$89.06)	62180	230	
1/12/2026	Electronic Deposit	Square Inc CAAHM 0112 T350ZQES9SSADNP		\$72.22	41110	100	
1/9/2026	Debit Card Recurring	WIX.COM 1218203717 WWW.WIX.COM CARD: 0986		(\$272.79)	64240	230	
1/7/2026	Electronic Deposit			\$70,000.00	41120	210	Creation of New Checking Account
1/7/2026	Debit Card Purchase	MSFT * E0600YAMUS - MSBILL.INFO CARD: 0986		(\$5.95)	64280	230	
1/6/2026	Zelle Send Money	TO Jessica White		(\$800.00)	61125	230	\$200
					61125	210	\$600
1/6/2026	Electronic Deposit	PAYPAL TRANSFER 1047406450733		\$9.22	41110	100	